

Exchange students from partner institutions: general academic information

► How to complete the Learning Agreement

In order to **complete the Learning Agreement** you can choose among **all degree courses** (Bachelor and Master) offered at the TUHH, except of the Joint master Programs. You will find the list of the **degree courses** at the home page at: http://www.tuhh.de/alt/tuhh/education/degree_courses.html. The number of ECTS points can be found at the degree course-/course syllabus. Which courses will be offered in the given semester as well as dates and times are listed in the **Academic calendar/** course catalogue: http://intranet.tuhh.de/stud/vvz_eingabe.php3?Lang=en which is available by TUHH three weeks before the start of lectures. There are no course codes at the TUHH, so that you should leave the space in your Learning Agreement empty. Please note that **some courses may have prerequisites**. Make sure that you meet the requirements and check: <http://intranet.tuhh.de/kvvz/index.php3?Lang=en> for more information.

► Lecture Timetable/ Course catalogue/Thesis work

The TUHH **Course Catalogue** is published at TUHH three weeks before the start of lectures which means that you will probably have to update your Learning Agreement upon your arrival in Hamburg.

If you have questions regarding the prerequisites or content of a specific subject, please refer to the **Module Description** at the university web page.

There are some special regulations concerning the course modules consisting of several sub- modules. It is often compulsory to attend all the sub- modules in order to be allowed to take the examination. Please contact the professor or lecturer of a given course to clarify the specific regulation.

The places in some **Elective complementary courses** like for ex. Ethics for engineers or European Culture are restricted so that it is not always possible to get a place in the course in a given semester. There are no grades for these courses at TUHH but the number of ECTS points (usually 2 ECTS) will be written in your official Transcript of records.

Students, who intend to carry out a thesis work at TUHH, should make all necessary arrangements with the TUHH supervisor prior to the arrival at TUHH.

For finding an appropriate supervisor, please contact the department responsible for your study field. For contact data please check: <https://www.tuhh.de/alt/tuhh/international/students/study-abroad/with-a-tuhh-exchange-program/erasmus/erasmus-coordinators.html>

► TUHH Examination periods and transcript of records

There are two main examination periods carried out in the non-lecture period: In summer semester-: mid July until the end of September- and in winter semester- mid January until the end of March. The examination registration for exchange students is carried out within two weeks in Mai and in December.

Transcript of records will be issued by the examination office when all examinations results have been collected. Sometimes this procedure cannot be closed upon your departure back to your home country but you can print your transcript of records later on **by** using the self- service function at the TUHH web page!