

Dear student,

Welcome at TUHH! Thank you very much for submitting the enrolment documents. We hope that you will have a good start at TUHH! Please find below further information which might be useful.



Your  
STUDIS-Team / Admission & Registration  
Am Schwarzenberg-Campus 3, building E, ground floor  
Office hours: Mon: 9 a.m. -12 p.m.; Thu: 1 p.m. – 3p.m., [study@tuhh.de](mailto:study@tuhh.de)  
<https://www.tuhh.de/tuhh/en/education/contacts/admission-registration-office>

## NEXT STEPS AFTER SUBMITTING THE ENROLMENT DOCUMENTS IN PERSON

1. If your application for enrolment is incomplete we will inform you about it in the application portal! We will not send emails, so please check the information in the application portal on a regular basis! As long as your enrolment documents are incomplete, we cannot register you!
2. A few days after you have submitted your application for enrolment and all the required documents you can find the confirmation of enrolment with the bank details for the transfer of the semester contribution in the application portal.
3. As soon as we have received your semester contribution and the electronic notification of your German statutory health insurance we will send your student ID and the ticket for public transport by post mail! It is not possible to send these documents abroad! If you need additional confirmations of enrolment in English or German you can download them in the students section of the TUNE-portal: <https://tune.tuhh.de/> The students section of the TUNE-portal will be activated as soon as you are fully registered at TUHH.

If you have problems with your login and/or password or any other technical problems please contact the User Service Center directly: <https://www.tuhh.de/rzt/en/beratung/usc>

## IMPORTANT DATES

Monday, October 16, 2023:	First day of the lecture period
<b>Wednesday, October 18, 2023, 1 p.m.:</b>	<b>Semester Opening Ceremony for Master and Exchange Students, Audimax I</b>
December 1 – December 14, 2023:	Examination registration period
February 1 – March 15, 2024:	Reregistration for the summer semester February 3,
February 3, 2024:	Last day of the lecture period

## WELCOME WEEKS: ORIENTATION ON YOUR STUDY START (SEPT. + OCT. 2023)

Welcome@tTUHH: <https://www.tuhh.de/welcome/home>

Welcome Weeks Programme: <https://www.tuhh.de/welcome/orientation-networking/welcome-weeks>

The Welcome Weeks Programme and the intercultural program "Welcome@TUHH" supports you at the beginning and during your TUHH studies. The Welcome Weeks Program is focused on your special situation of being new at TUHH.

## HOW TO ARRANGE YOUR SCHEDULE / LECTURE PLAN

Your personal lecture plan will be based on the official curriculum (course scheme) for your study program at <https://studienplaene.tuhh.de/index.php?Lang=en>. Please make sure you click on the current version. On this website you can also find the modul manuals and the course regulations.

Information on how to arrange your schedule (step-by-step-guide):  
<https://www.tuhh.de/tune/en/manuals/students/schedule>

### TUNE:

TUNE is the campus management system of the TUHH, it offers you many features for managing your studies by yourself. You'll be able to see the most important organizational information all around your studies there. You'll be directed to TUNE with the following link [tune.tuhh.de](https://tune.tuhh.de). To sign in to TUNE please click on TUHH-Login in the upper right corner and sign in with your TUHH account.

### TUNE-Manuals

In the TUNE-Manuals you can find instructions concerning the most important topics:  
<https://www.tuhh.de/tune/en/manuals/students>

## REGISTRATION IN HAMBURG + APPLICATION FOR THE RESIDENCE PERMIT

Within two weeks after your arrival you need to register as a resident in Hamburg and before your student visa expires you have to apply for a residence permit. To get further information about that please check page 7 and 10 of your admission letter.

## IMPORTANT CONTACTS AND LINKS

### General Student Counseling and Psychological Counseling

<https://www.tuhh.de/tuhh/en/education/contacts/student-counseling-center/infothek>

### Course Coordinators (for questions about your programme and its contents):

Chemical and Bioprocess Engineering.	Prof. Raimund Horn, <a href="mailto:horn@tuhh.de">horn@tuhh.de</a>
Data Science:	Prof. Tobias Knopp, <a href="mailto:tobias.knopp@tuhh.de">tobias.knopp@tuhh.de</a>
Environmental Engineering:	Prof. Mathias Ernst, <a href="mailto:mathias.ernst@tuhh.de">mathias.ernst@tuhh.de</a>
G-TIME:	Dr. Stephan Buse, <a href="mailto:stephan.buse@tuhh.de">stephan.buse@tuhh.de</a>
Inform. a. Communication Systems:	Prof. Riccardo Scandariato, <a href="mailto:riccardo.scandariato@tuhh.de">riccardo.scandariato@tuhh.de</a>
Mechatronics:	Dr. Martin Gomse, <a href="mailto:martin.gomse@tuhh.de">martin.gomse@tuhh.de</a>
Microelectronics and Microsystems:	Prof. Hoc Khiem Trieu, <a href="mailto:trieu@tuhh.de">trieu@tuhh.de</a>
Mechanical Engineering a. Management:	Prof. Nikola Bursac, <a href="mailto:nikola.bursac@tuhh.de">nikola.bursac@tuhh.de</a>

**Campus Maps:** <https://www.tuhh.de/tuhh/tu-hamburg/campus>

**NEW@tuhh - Information for new students:** <https://www.tuhh.de/tuhh/en/education/newtuhh>

**Examination Office:** <https://www.tuhh.de/sls/en/service-fuer-lehre-und-studium/examination-office-office-of-the-doctoral-degree-committee-s6>

<b>TUHH-Library:</b>	<a href="http://www.tub.tuhh.de/">www.tub.tuhh.de/</a>
<b>Career Center</b>	<a href="http://www.tuhh.de/careercenter">www.tuhh.de/careercenter</a>
<b>User-Service-Center / TUHH Computer Center</b>	<a href="http://www.tuhh.de/rzt/beratung/usc">www.tuhh.de/rzt/beratung/usc</a>
<b>AStA:</b>	<a href="http://www.asta-tuhh.de">www.asta-tuhh.de</a>