Welcome!
## Orientation Course

<table>
<thead>
<tr>
<th>Master thesis 30 cp</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Elective Modules 35 cp</td>
</tr>
<tr>
<td>- Inorganic Chemistry 10 cp</td>
</tr>
<tr>
<td>- Organic Chemistry 10 cp</td>
</tr>
<tr>
<td>- Physical and Theoretical Chemistry 10 cp</td>
</tr>
<tr>
<td>- “Crossover” 5 cp</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Specialization modules 10 - 20 cp</th>
</tr>
</thead>
<tbody>
<tr>
<td>unassigned core elective modules or Inorganic-, Organic-, Physical-, Theoretical-, Analytical-, Macromolecular-, Environmental-, Biochemistry</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Research projects 20 - 30 cp</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Elective modules 15 cp</th>
</tr>
</thead>
<tbody>
<tr>
<td>unassigned core elective- or specialization modules or Languages, “Modern Aspects of Chemistry“, and much more basically everything you want</td>
</tr>
</tbody>
</table>
## Orientation Course

### Inorganic Chemistry (10 cp)
- Coordination Chemistry
- Radiochemistry Basics
- Modern Methods of Structure Determination
- Organometallics

### Organic Chemistry (10 cp)
- Stereoselective Synthesis (OC5)
- Physical-organic Chemistry (PhOC1)
- Advanced Synthesis Methods (OC4)
- Advanced Bioorganic Chemistry

### Phys. and Theo. Chemistry (10 cp)
- Modern Methods of Spectroscopy
- Statistical Thermodynamics
- Quantum Chemistry
- Solids and Interfaces

### “Crossover” (5 cp) (->non graded!)
- Scientific Lectures and Presentations in Chemistry
- Teaching in Chemistry
Orientation Course

“Crossover“ (5 cp) (-> non graded!)

- Scientific Lectures and Presentations in Chemistry (5 cp)
  - Attend to 14 scientific presentations
  - Do two presentations yourself

OR

- Teaching Chemistry (5 cp)
  - Lead an assigned tutorial group (be a tutor)
  - Conduct an evaluation about your tutorial
Orientation Course

research projects (20 – 30 cp)

• At least in two different workgroups

• At least 15 cp on the subjects IC, OC, PC or TC

• Different modules:
  
  • 5 cp  (Four weeks)
  • 10 cp  (Eight weeks)
  • 15 cp  (Twelve weeks)

  → Full time!

• On request at the examination board also outside of our institute
Elective Modules (15 cp)

• These 15 cp can be completely non graded.

unassigned core elective- or specialization modules → non graded!

“Modern Aspects of Chemistry”
→ always non graded!

If you get a mark on the module you do, it will find its way to the examination office.
Modern Aspects of Chemistry (2* 2.5 cp = 5 cp)

- Assembled from two 2.5 cp courses
- You will only get the credit points, when the module is completed with two courses!
## Orientation Course

<table>
<thead>
<tr>
<th>Fachsemester (FS)</th>
<th>Themengebieth Anorganische Chemie</th>
<th>Themengebieth Organische Chemie</th>
<th>Themengebieth Phys. &amp; Theor. Chemie</th>
<th>Themengebieth übergreifend</th>
<th>Projektbereich</th>
<th>Spezialisierungs- bereich</th>
<th>Wahlbereich</th>
<th>Masterarbeit</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Wahlpflicht-Modul 1 Anorg. Chem. 5 LP</td>
<td>Wahlpflicht-Modul 1 Org. Chem. 5 LP</td>
<td>Wahlpflicht-Modul 1 Phys. &amp; Theor. Chem. 5 LP</td>
<td>Forschungsprojekt 1 (auch in der vorlesungsfreien Zeit möglich) 15 LP</td>
<td></td>
<td></td>
<td>Wahlmodul 1 5 LP</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Wahlpflicht-Modul 2 Anorg. Chem. 5 LP</td>
<td>Wahlpflicht-Modul 2 Phys. &amp; Theor. Chem. 5 LP</td>
<td></td>
<td>Forschungsprojekt 2 (auch in der vorlesungsfreien Zeit möglich) 15 LP</td>
<td>Spezialisierungs- modul 1 5 LP</td>
<td>Wahlmodul 2 5 LP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Wahlpflicht-Modul 2 Org. Chem. 5 LP</td>
<td></td>
<td>Themengebieth übergreifendes Modul 5 LP</td>
<td></td>
<td>Spezialisierungs- modul 2 5 LP</td>
<td>Wahlmodul 3 5 LP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Masterarbeit &amp; Mastervortrag 30 LP</td>
</tr>
<tr>
<td>120 LP</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>5</td>
<td>30</td>
<td>10</td>
<td>15</td>
<td>30</td>
</tr>
</tbody>
</table>
### Orientation Course

<table>
<thead>
<tr>
<th>Summer 2020</th>
<th>Credits</th>
<th>Winter 2020</th>
<th>Credits</th>
<th>Summer 2021</th>
<th>Credits</th>
<th>Winter 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inorganic Core (10CP)</td>
<td></td>
<td>Modern methods of structure analysis</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical organic???</td>
<td>x</td>
<td>Advanced Synthesis Method</td>
<td>5</td>
<td>AG Kocksch</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Organic Core (10CP)</td>
<td></td>
<td>Natrual compound</td>
<td>5</td>
<td>AG Pagel</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Physical Core (10CP)</td>
<td></td>
<td>Spectroscopy</td>
<td>5</td>
<td>Biochem</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interdisciplinary (SCP)</td>
<td></td>
<td>Seminar</td>
<td></td>
<td>Seminar</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Specialisation Topics (10-20CP)</td>
<td></td>
<td>Collecting Data</td>
<td></td>
<td>Radio Chemistry</td>
<td>5</td>
<td>Radiochem exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Instrumental Analysis in organic chemistry</td>
<td>5</td>
<td>Nanotechnology</td>
<td></td>
<td>Instrumental exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Systems chemistry</td>
<td></td>
<td>Quality assurance - RC</td>
<td></td>
<td>Carbohydrate synthesis</td>
</tr>
<tr>
<td>Elective (10-15CP)</td>
<td></td>
<td>German (was this 8?)</td>
<td>5</td>
<td>German B1.2</td>
<td>5</td>
<td>Drug Regulatory Affairs</td>
</tr>
<tr>
<td>Modern Aspects (biotechnology 2.5)</td>
<td></td>
<td>Modern Aspect (Ethics in Chemistry 2.5)</td>
<td>2.5</td>
<td>Toxicology (in German??)</td>
<td>-</td>
<td>Start-ups and Scientific projects</td>
</tr>
<tr>
<td>Total CP</td>
<td>22.5</td>
<td>CP</td>
<td>27.5</td>
<td>40 CP</td>
<td>30 CP</td>
<td>120 CP /120</td>
</tr>
</tbody>
</table>

- Masters thesis
- Radiochem exam <- main exam
- Intrumental exam <- backup
- Carbohydrate synthesis
- Drug Regulatory Affairs
- Start-ups and Scientific projects
Orientation Course

Signing on to a course / repeating an exam

- Every exam can be repeated 3 times (-> 4 attempts)
- You sign on to the exam automatically when you enroll to a course

Improving your mark / Try again

- If you passed an exam the first time, you are allowed to repeat it once and only on the following retake exam to improve your mark. (only for written exams)
- The better mark counts
- If you did not pass an exam once, you can’t improve your mark.
Signing ON for an exam

• Written exam – mostly no need for registration

• Oral exam - registration via an email to the professor
  - or the userpage of Kleier

https://kleier.userpage.fu-berlin.de/exam/index.php

Attention to the information of the professor!
Signing OFF from an exam

- Up to two weeks before the exam you can withdraw from a **binding exam** by e-mailing the professor (without any reasons)

<table>
<thead>
<tr>
<th>Bereich</th>
<th>Prüfungstermine</th>
<th>Geltungssemester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biochemie</td>
<td>Bindend (ausgesetzt)</td>
<td>WiSe 15/16*</td>
</tr>
<tr>
<td>Biologie</td>
<td>Bindend (ausgesetzt)</td>
<td>WiSe 15/16*</td>
</tr>
<tr>
<td>Chemie</td>
<td>Bindend (ausgesetzt)</td>
<td>WiSe 15/16*</td>
</tr>
<tr>
<td>Pharmazie</td>
<td>Bindende Prüfungstermine</td>
<td>seit 2003</td>
</tr>
</tbody>
</table>

- Since there are no **binding exams** right now, there is technically no need to sign off.
- Only exams you actually took part in count as one of your 4 attempts
Signing on and off to courses

Signing on and off to courses is possible until the “third Friday after beginning of the lectures.”

05.11.2021

Important!!!

Due to COVID-19 check regularly the update to the corona regulation of the institute:

https://www.bcp.fu-berlin.de/studium-lehre/verwaltung/studienbuero/studienbuero_chemie/CORONA/index.html
INTERNET

Where do I find what?
VPN
Cisco WebEx &
Main information websites:

Information to the faculty:
- https://www.bcp.fu-berlin.de/studium-lehre

Corona information:

Suspected Corona case form:
Students study advisory: room 14.07

Any study question will be confidential

Office hours:

**Every Tuesday 6 – 7 pm**

[https://fu-berlin.webex.com/fu-berlin/j.php?MTID=m2c097e7bb8bcc0dbddee4f8f0573e6112](https://fu-berlin.webex.com/fu-berlin/j.php?MTID=m2c097e7bb8bcc0dbddee4f8f0573e6112)  

Ariane Wieseke

E-Mail works wonders (sometimes):

[studienberatung@chemie.fu-berlin.de](mailto:studienberatung@chemie.fu-berlin.de)
Student association in Chemistry (FSI)

Regular meetings:
Every 2nd Monday and last Wednesday of the month, 6 pm

Takustr. 3, room 14.07

Website with the link to the FSI meetings:

https://www.bcp.fu-berlin.de/studium-lehre/verwaltung/fachschaften/fachschaftsinitiative-chemie/Termine/online-FSI-Treffen1.html
FSI-Chemie at

https://www.facebook.com/FSIChemieFUBerlin

And now also on Instagram

@fu_fsi_chemie
Committees at FU

**Academic senate**
- Uni president: Prof. Dr. Günter M. Ziegler
- University stuff (budget plan, degree courses, SFB, institutions)
- Registration figures, statement to appointment nominations

**Department council**
- Dean: Prof. Dr. Rillig
- Superior teaching, remittal of constitutions, study- and examination, regulations, appointments, habilitation etc.

**Institute council**
- Managing director: Prof. Dr. Hasenstab-Riedel
- All affairs, relate to property procedures at the institute: jobs, teching, commissions

**StuPa**
- Fundamental affairs of students
- Students institution (composition, constitution, etc.)
- Budget plan and determination of the fees
- Elections and relief of the general student council (Asta)
What is the AStA and what is the AStA doing?

- general student council (AStA)
- Elected by the StuPa (parliament of the students)
- Central institution of the student self-administration
- Divided into different departments (e.g. student representatives, study and teaching, antifascism)
- Service and infrastructure
- University policy
Consulting from the Asta

• Free of charge
• Supplement & alternative consulting from the FU
• Student-supportive
• Different topics:
  - BaFöG-advice
  - Social counseling
  - General legal advice (e.g. tenancy law)
  - Peer-Counseling
  - Student with a child-advice
  - Consulting of the autonomic departments (e.g. womans*-advice, international students & students of coulor)
Semester ticket

- ABC ticket for Berlin with permission for bike transport
- Social fond & semester ticket office
  - File application for support or exemption from the payment obligation of around 200€ per semester

More information about the AStA on the website: astafu.de
Orientation Course

Study- and examination regulations
EXAMINING BOARD
Support and decisions about study relevant matters

- Monitoring the course achievements
- Stating if foreign achievements are equivalent
- Organising the examinations
- Observing the regulations
- Helping to find a place for the final thesis in a working group
- Handling of complaints and appeal proceedings
Representative: Prof. Eckart Rühl
Contact: ruehl@zedat.fu-berlin.de
Contact time: http://ruehl.userpage.fu-berlin.de//sprech.htm

Student representative: Marius Göbel
Contact: marius.goebel@fu-berlin.de
Examinations Office

What we do:

- Management of course achievements & credit transfer
- Acceptance of applications to the examination boards
- Advice on questions concerning examination matters
- Contact person for entries of attendance, grades and credit points in CM
- Management of final theses
- Preparation of confirmations, study forecasts, transcripts & certificates
Examinations Office – Information

More than one first name
– inform the SSC (info-service@fu-berlin.de)

Information online
– www.bcp.fu-berlin.de/studium-lehre/verwaltung/pruefungsbuero
– www.bcp.fu-berlin.de/studium-lehre/studiengaenge/ordnungen
– www.fu-berlin.de/sites/coronavirus

Contact
– by e-mail, from zedat account and ALWAYS with matriculation number

Theses & Applications
– without logo or seal, digital submission only
Examinations Office – Information

Course Registration & Grade Improvement Rights
− only for written exams, same semester, first & second exam date, no cancellation foreseen

Module completion
− CM updates from Fri to Sat

Advice: module booking with two courses
Specific Questions

FURTHER SUPPORT
Examinations Office:
Contact: pruefungsbuero@chemie.fu-berlin.de

Office of Academic Affairs and Study Advisory:
• Advice for progress of study and in special cases
• Scheduling of courses (Course catalogue)
• Registration and deregistration of courses in the "Campus Management"
• Quality management for studies and teaching
Contact: studienbuero@chemie.fu-berlin.de

Student-Service-Center (SSC):
• General and psychological support as well as workshops
Contact: info-service@fu-berlin.de
Women’s representative and gender equality officer:
• Support regarding equality, discrimination and child & studies
Contact: bcpfrau@zedat.fu-berlin.de

Erasmus-representative:
• Coordination of the Erasmus-program at BCP
• Subject specific consultation to Erasmus
Contact: erasmus@bcp.fu-berlin.de

Mentoring:
• Support for the first semester students and foreign students
• Consultation for master thesis
Contact: mentoring-bcp@fu-berlin.de
Mentoring meeting with Hellen

Tomorrow, the 15.10.2021 at 13:00

https://fu-berlin.webex.com/meet/helen.kemmler
We wish best Success!