Degree Program Documentation Bachelor’s/Master’s Program ...

Part A

TUM School …

Technical University of Munich

General Information:

* Administrative responsibility: TUM School …
* Name of degree program: Name of degree program
* Degree: Bachelor/Master of Science/Education/ etc.  
   (B.Sc./B.Ed./M.Sc./M.Ed./ etc.)
* Standard duration of study and credits:  
   X semester of enrollment and XY credit points (CP)
* Form of study: full time, part time, continuing education,  
   part-time studies for professionals,   
   module studies, etc.
* Admission: Aptitude assessment (EFV – Bachelor’s/ EV – Master’s),  
   *numerus clausus*, unrestricted admission,  
   aptitude recommendation (SOV)
* Start: Semester/year, for example:   
   Winter semester (WiSe) 2020/2021
* Language(s) of Instruction: German, English, German/English
* Main Location: e.g. Munich, Garching, Weihenstephan (Freising),…
* Additional information: (optional)   
   for example: partner universities, joint degree, or similar
* Academic administrator (program design): Name(s)
* Contact for further questions (regarding this document):  
   Person:  
   Email address:   
   Phone number:
* Status as of: [Date of Publication]

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# Degree Program Objectives

## Purpose

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## Strategic Significance

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# Qualification Profile

Text

# Target Groups

## Target Audience

Text

## Prerequisites

Text

## Target Numbers

Text

# Demand Analysis

Text

# Competition Analysis

## External Competition Analysis

Text

## Internal Competition Analysis

Text

# Program Structure

Text

**Note:** Please insert the curriculum as an illustration (called degree chart), including alternative text. For each module, indicate the module title, the module form (required or elective), the examination form and the number of CPs (see Figure 1). Different module forms/thematic blocks/areas of concentration/specialization or other information can be distinguished by color.

For each semester the modules are indicated, as well as their module type (elective/required), the type of examination and the number of CP of the individual modules and the CP and number of exams of the respective semester. Each semester consist of modules given in total 30 CP. The number of examinations per semester is between 4 and 6. The 5th semester is recommended as a mobility window for stays abroad. 

Please describe the curriculum here any further.


Illustration 1: Sample degree chart for a six-semester bachelor’s program.

# Organization and Coordination

Text.

Areas of responsibility might be listed as follows:

The following administrative tasks are performed partly by the TUM Center for Study and Teaching (TUM CST) and its administrative units, partly by offices in the schools or departments:

* Student Advising: Student Advising and Information Services   
   (TUM CST)  
   Email: [studium@tum.de](file:///C:\Users\koepf\Desktop\studium@tum.de)  
   Phone: +49 (0)89 289 22245  
   Provides information and advising for  
   prospective and current students  
   (via hotline/service desk)
* Departmental Student Advising: Unit(s), where possible, specify name(s),  
   email address(es) and phone number(s)
* Academic Programs Office (within department/school), Infopoint, etc.:   
   Unit(s), where possible, specify name(s),  
   email address(es) and phone number(s),  
   bullet point list of services provided (optional)
* Study Abroad Advising/Internationalization:  
   TUM-wide: TUM Global & Alumni Office  
   [internationalcenter@tum.de](file:///C:\Users\koepf\Desktop\internationalcenter@tum.de)  
   Departmental: Name of unit(s), where possible,   
   specify contact person(s),  
   email address(es) and phone number(s)
* Gender Equality Officer: TUM-wide: Dr. Eva Sandmann  
   sandmann@tum.de, Tel. +49 (0)89 289 22335  
   Departmental: Name of unit(s), where possible, specify contact person(s),  
   email address(es) and phone number(s)
* Advising – Barrier-Free Education: TUM-wide: Service Office for Disabled and  
   Chronically Ill Students (TUM CST),  
   Email: [Handicap@zv.tum.de](file:///C:\Users\koepf\Desktop\Handicap@zv.tum.de)  
   Phone: +49 (0)89 289 22737  
   Departmental: Unit(s), where possible, specify name(s),   
   email address(es) and phone number(s)
* Admissions and Enrollment: Admissions and Enrollment (TUM CST)  
   Email: [studium@tum.de](mailto:studium@tum.de)  
   Phone: +49 (0)89 289 22245  
   Admissions, enrollment, Student Card,   
   leaves of absence, student fees payment,  
   withdrawal
* Aptitude Recommendation (SOV): Where applicable:  
   TUM-wide: Admissions and Enrollment (TUM CST)  
   Departmental: Name of unit(s), specify contact  
   person(s),  
   Email address(es) and phone number(s)
* Aptitude Assessment (EFV): Where applicable:  
   TUM-wide: Admissions and Enrollment (TUM CST)  
   Departmental: Aptitude Assessment Commission  
   name(s), Email address(es) and phone number(s)
* Aptitude Assessment (EV): Where applicable:  
   TUM-wide: Admissions and Enrollment (TUM CST)  
   Departmental: Aptitude Assessment Commission,  
   name(s), Email address(es) and phone number(s)
* Semester Fees and Scholarships: Fees and Scholarships (TUM CST),  
   Email: [beitragsmanagement@zv.tum.de](file:///C:\Users\koepf\Desktop\beitragsmanagement@zv.tum.de)
* Examination Office: Graduation Office and Academic Records (TUM CST)  
   Campus Munich/Garching/Weihenstephan/  
   Klinikum rechts der Isar  
   Graduation documents, notifications of   
   examination results, preliminary degree certificates
* Departmental Examination Office: Specify departmental unit,  
   including name, email,  
   bullet list of services (optional)
* Examination Board: Name (Chair)  
   Name (Secretary)
* Quality Management:  
   TUM-wide: Quality Management (TUM CST),  
   https://www.tum.de/studium/tumcst/teams-cst/  
   Departmental: Unit(s),  
   where possible, specify name(s), email address(es)  
   and phone number(s) of the following persons:  
   Dean of Studies,  
   QM Representative  
   Head, QM Circle  
   Evaluations Representative  
   Head, Module Management

# Enhancement Measures

Text

1. Sample footnote. [↑](#footnote-ref-1)