New at TU Berlin
Key information and contacts to start your studies

Who can help me with social services relating to my student life?

studierendenWERK desk • Mensa Hardenbergstraße
studierendenWERK BERLIN support you with social services relating to your student life. The team are on campus to provide you with information on BAföG, student loans and grants, childcare, cultural programs, cafes, canteens and accommodation.

www.stw.berlin

How can I plan my time abroad?

Student Mobility • Main Building 0039-0045
International Affairs helps you to spend time abroad during your studies. The information desk in the Campus Center provides initial information about exchange programs and grants.

www.tu-berlin.de/?id=5180

How can I develop a career?

Career Service • ER-Building Room 386
The Career Service has a number of offers to help you with all aspects of finding a job, internships, and planning of career. The Career Service team also coordinates the allocation of Deutschlandstipendium grants.

www.career.tu-berlin.de

Modern Language Center
Whether it’s Chinese, German or Spanish you are interested in, the Modern Language Center provides general and subject-specific courses for a number of languages for students from all faculties.

www.zems.tu-berlin.de

University Sports Center
At TU sport you can choose from more than 1,000 weekly courses, workshops, free groups and travel programs as well as tournaments and competitions.

www.tu-sport.de

What else does TU Berlin offer?

University Library
Studying would be unimaginable without books, databases of articles and study places in the library. Introductions to research and reference management, both online and in the library, are available for all new students.

www.ub.tu-berlin.de/bibliothek-benutzen

Academic Advising Service
Straße des 17. Juni 135, 10623 Berlin
Main Building Room 0070
www.studienberatung.tu-berlin.de

Personal counseling
Mon 09.30 - 12.30
Tue 14.00 - 18.00
Thu 14.00 - 18.00
Fri 09.30 - 12.30

Initial contact via Student Information Services
Telephone contact hours
Mon-Thu 09.00 - 15.00
Fri 09.00 - 14.00
Tel.: +49 30 314 29999
Contact form at www.telservice.tu-berlin.de

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Be actively involved at TU Berlin
Being a student gives you chances to discover your strengths and it requires you to shape your life and studies. You can try your ideas in projects and organize your own classes or participate in student politics and thus help influence the conditions in your degree program.

www.tu-berlin.de/?id=162810

Updated: February 2019
Welcome to TU Berlin!

We are delighted that you have chosen to study at TU Berlin. To help you make a successful start to your studies we would like to provide you with some key information and contacts at TU Berlin.

Where are my first points of contact?

Campus Center • Main Building 0030
Whether it’s changing your address, academic leave of absence and events, offers counseling for study-related or social matters. Students from higher semesters introduce you to important contacts and explain how you can best create your schedule and which subjects you can choose. So don’t miss out on this!

International Student Counseling • Main Building 0051
Orientation events for international students make it easier to start your studies at TU Berlin. This team also organizes trips and events, offers counseling for study-related or social matters, and runs cafes and represents a point of contact for all students.

Academic Advising Service • Main Building 0070
Advice on all your questions concerning every aspect of your studies: from orientation to completing your degree. Our advisors are on hand to help you consider your options, answer your questions and find suitable solutions.

Fachschaftsinitiativen (Student initiatives)
Students from each department join forces to create Inis (student initiatives). They are actively involved in university politics, run cafes and represent a point of contact for all students. Students from higher semesters introduce you to important contacts and explain how you can best create your schedule and which subjects you can choose. So don’t miss out on this!

Course Guidance
Course Guidance is here to help you with your questions concerning the organization and content of your degree program.

Who can help me with math?
All information on mathematics for engineers can be found at Mathematics Service. You can approach the tutors with any questions you may have. Weekly office hours are offered.

Who do I speak to about the administration of my examinations?
Examination Office • Main Building Rooms 0002, 0010, 0019, 0023, 0025
The Examination Office is the main source of information regarding exams at TU Berlin. To register for and withdraw from examinations, you will need to contact the relevant team in the Examination Office, who are also your point of contact for obtaining your grades and certificates.

How can I use the campus IT?
IT Service Desk • E-N Building Room 024
ZECM is TU Berlin’s IT service center. You need to activate your TUB account to be able to use your email account, the PC rooms, WLAN etc. Your access data will be mailed to you after enrollment. Information on setting up your account and the options available via the TU portal can be found here.

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Who can help me with family matters?
Family Services Office • Main Building 1111
The Family Services Office is the central point of contact for all questions relating to combining work, studies and family life.

Academic Advising Service • Main Building 0070
TU Berlin Academic Advising Service offers a special advice session for students with children on such issues as the course of studies, academic leave of absence and examinations.

Who can help me with personal conflicts?
Psychological Counseling • Main Building 0059-0061
Psychological Counseling provides support for all TU Berlin students facing problems such as personal conflicts and difficulties, stress, problems getting down to work, examination nerves or difficulty making contacts.