

Chair of Space Technology
Technische Universität Berlin

MASTER OF SPACE ENGINEERING

STUDY GUIDE

2027-2029

WELCOME TO
TU BERLIN

Dear Students,

On behalf of the MSE Team, I would like to extend a warm welcome to the Master of Space Engineering study programme and Berlin!

The global space industry is experiencing continuous growth since space technology and business is one of the key fields for national competence and economic growth.

The space sector is looking for young professionals with excellent knowledge in space technology and furthermore with intercultural and interdisciplinary skills.

Since its establishment in 1963, the Chair of Space Technology has successfully conducted research and educated systems engineers for the space industry, mainly focusing on design, practical realization and operation of small satellite missions.

We hope this study guide will help you get your bearings at the University and in Berlin.

- *Professor Dr.-Ing. Klaus Bri  *



Professor Dr.-Ing. Klaus Bri  
Former Dean of MSE study programme



Professor Dr.-Ing. Enrico Stoll
Dean of MSE study programme



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BEFORE

DEPARTURE



1.1 VISA APPLICATION

1.1.1 WHO NEEDS A VISA TO ENTER GERMANY?

Citizens of Schengen states do not need a visa to enter Germany. The list of Schengen states can be found on the [website of the Federal Foreign Office](#).

Citizens of some countries may enter Germany without a visa but need to apply for a residence permit within the first 90 days upon arrival. The list of those countries can be found on the [website of the Federal Foreign Office](#).

You need a visa if you come from any country not listed above.

1.1.2 WHERE TO APPLY FOR A VISA?

On the website of the [Federal Foreign Office](#) you can find a list of the German embassies and German consulates in your country where you can apply for a visa and get information on [visa requirements](#).

1.1.3 WHAT IS THE CORRECT TYPE OF VISA?

If you intend to study in Germany, you have to apply for a student visa (national visa). As a rule, it is not possible to prolong a Schengen visa in Germany and you are required to leave the country after three months.

Only a few countries are exempt from this regulation. Citizens of those countries may enter Germany for a longer stay without a visa and apply for a residence permit during their

stay. [The website of the German Academic Exchange Service](#) explains the visa and residence permit requirements for entering Germany with or without visa.

1.1.4 WHICH DOCUMENTS ARE REQUIRED FOR A VISA APPLICATION?

If you require a visa to study in Germany, you will generally need to provide the following documents:

- Completed and signed visa application form
- Valid passport
- Academic certificates and transcripts
- Letter of admission or confirmation of registration from the university
- Proof of sufficient financial means to cover your living expenses in Germany, for example through a blocked account or another accepted form of financial proof
- Proof of health insurance, as required for the visa application
- Biometric passport photographs
- Visa fee, paid according to the requirements of the responsible German embassy or consulate

PLEASE NOTE: Visa requirements and the documents required may vary depending on your country of residence and the German embassy or consulate responsible for your application. Please check the current requirements with the competent German mission or the German federal foreign office before submitting your application.



1.1 VISA APPLICATION

1.1.5 WHEN TO START PREPARING FOR YOUR STAY?

We recommend to start preparing for your stay in advance, as the visa application procedure can take several months. You can find more information on visa regulations on the website of the [Federal Foreign Office](#).

1.1.6 HOW TO EXTEND VISA ON ARRIVAL IN GERMANY?

If you are not a citizen of a Schengen state, you must apply for a residence permit at the Berlin Immigration Office after arriving in Germany. We recommend applying as soon as possible, as it may take several months for the residence permit to be issued.

1.1.7 IS IT POSSIBLE TO EXTEND A RESIDENCE PERMIT AFTER FINISHING YOUR STUDY?

After you have successfully completed your studies in Germany, your residence permit can be extended for up to 18 months so that you can search for a job relevant to your qualifications in Germany.





1.2 ACCOMMODATION

PLEASE NOTE:

The choice of accommodation in Berlin is wide and varied, ranging from rooms in dormitories, shared flats, and host families to hotels. However, it is very important to start looking for suitable housing well in advance, as demand is very high. On our website (mse.tu-berlin.de), you can find a small selection of links that may prove useful in your property search.

1.2.1 DORMITORIES

STUDIERENDENWERK

Studierendenwerk Berlin is a student service organisation which provides the economic, social, medical and cultural support for students in German universities. If you wish to apply for rooms with Studierendenwerk Berlin, you will need to attach a letter of acceptance and proof of tuition fee payment to your application.

www.stw.berlin

HOME OF BERLIN

Free rooms are usually bookable online 4 weeks before they become available.

www.home-in-berlin.de

STUDENTENDORF BERLIN

www.studentendorf-berlin.com

WOHNHEIM BERLIN

www.wohnheim-berlin.de

BERLINOVO

www.berlinovo.de

1.2.2 PRIVATE ACCOMMODATIONS

www.airbnb.de

www.9flats.com

www.housetrip.com

www.uniplaces.com

www.wunderflats.com

www.spotahome.com

[TU Berlin's housing platform](#)

1.2.3 SHARED FLATS

www.wg-gesucht.de

1.2.4 ACCOMMODATION WITH HOST FAMILIES

www.homestay.com

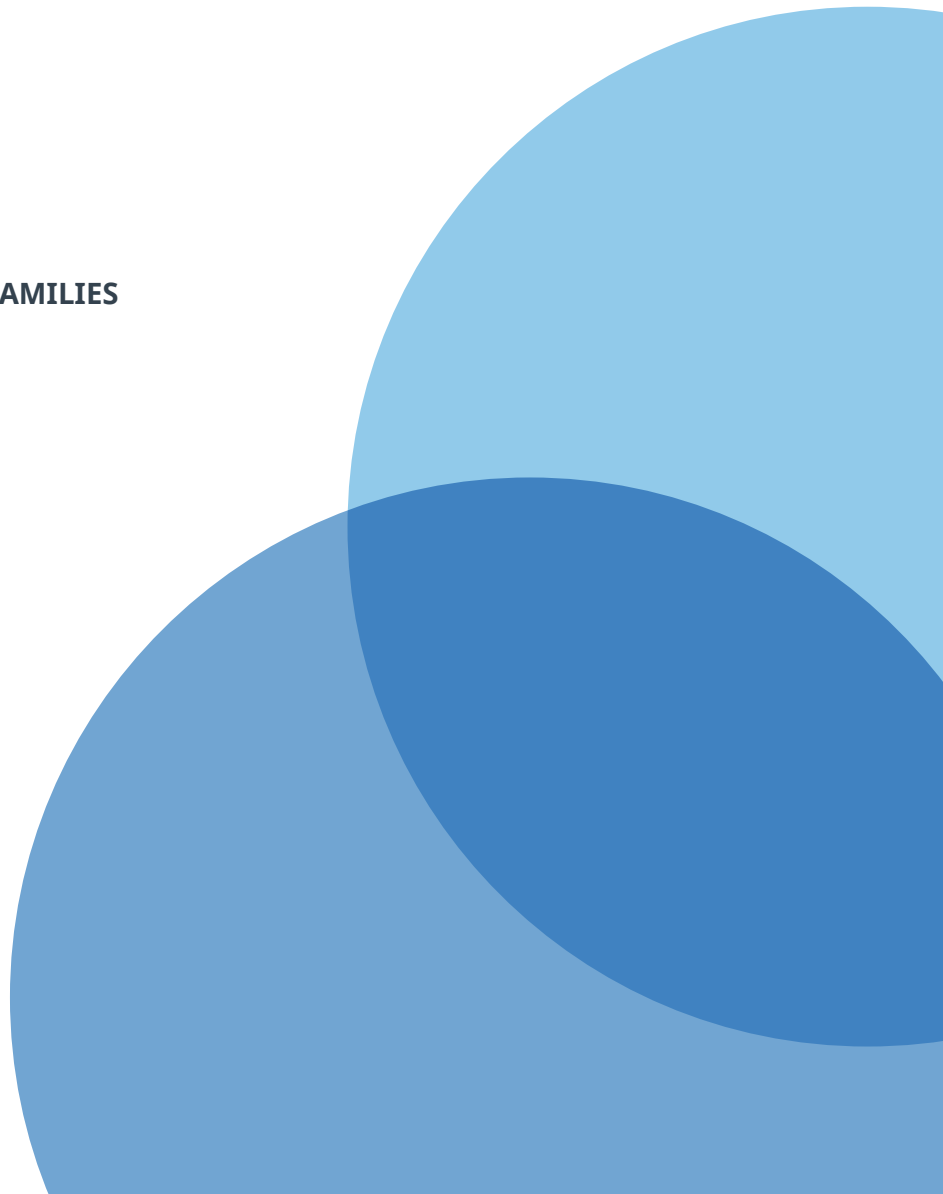
1.2.5 HOSTELS AND HOTELS

www.booking.com

www.hostelworld.com

www.german-hostels.de

www.pfefferbett.de







SEMESTER DATES



2.1 SEMESTER DATES

SUMMER SEMESTER 2027

Dates of the semester April 1st – September 30th

Lecture period April 12th – July 16th

WINTER SEMESTER 2027 / 28

Dates of the semester October 1st – March 31st

Lecture period October 18th – February 19th

PUBLIC HOLIDAYS IN BERLIN

Here you can find the overview of the public holidays in Berlin:

publicholidays.de





UPON ARRIVAL



3.1 TRANSPORT FROM THE AIRPORT

3.1 TRANSPORT FROM THE AIRPORT IN BERLIN

BERLIN BRANDENBURG AIRPORT (IATA: BER, ICAO: EDDB)

The airport is located in Schönefeld, just south of Berlin in the state of Brandenburg. The best way to get from the airport to the city is by train (Airport Express FEX, RE7 and RB7) or S-Bahn (S9 or S45).

For traveling within Berlin, especially from Berlin Brandenburg Airport (located in Zone C) into the city, you will need an “ABC Zone ticket” (Einzelfahrschein Berlin ABC). You can purchase the ABC Zone ticket at vending machines located at the airport or by using the BVG (Berlin public transport) app on your smartphone.

A taxi to the city centre costs about € 45 – 50.

BERLIN JOURNEY PLANNER

Please visit the [Berlin Transport Company \(BVG\)](#) website where you can get a [Berlin journey planner](#) with information on Berlin public transport.



3.2 RESIDENCE PERMIT

If you are not a citizen of a Schengen state, you must apply for a residence permit at the Berlin Immigration Office after arriving in Germany. We recommend applying as soon as possible, as it may take several months for the residence permit to be issued.





3.3 RESIDENCE REGISTRATION

When staying in Germany for more than three months, you must register your permanent address (i.e. not a hotel or hostel) with the authorities at the Einwohnermeldeamt or Bürgeramt within 14 days from moving in.

You can get registered at any [Bürgeramt in Berlin](#). You need to book an appointment [online](#) (click on “Termin berlinweit suchen”).

To register you need your passport or identification card, tenancy agreement, “Einzugsbestätigung” from your landlord and a completed registration form, which is available at the Einwohnermeldeamt and its website.

As proof of your registration, you will get a confirmation sheet (Anmeldebestätigung). Please keep it, as this serves as a proof of your address and is required by many institutions, e.g. banks, libraries, etc.

Further information in English can be found here: <https://allaboutberlin.com/guides/anmeldung-in-english-berlin>





3.4 BANK ACCOUNT

**TO OPEN AN ACCOUNT, YOU WILL
REQUIRE THE FOLLOWING DOCUMENTS:**

- ✓ Passport or ID card,
- ✓ Student ID or certificate of enrolment or notification of admission from your university
- ✓ Confirmation of residence registration (Required for German banks).

We recommend that you open a bank account with a European bank, as it allows you to transfer and withdraw money from cash machines of your bank and its partner banks free of charge. Furthermore, it allows automatic withdrawals for paying regular bills such as telephone bills, the monthly rent or health insurance.

Many banks offer free student accounts, which typically include a Girocard.

There are numerous banks operating in Berlin. In addition, several online banks offer a full range of banking services via the Internet, from opening an account to carrying out all necessary transactions.



3.5 HEALTH INSURANCE

In order to be enrolled at a university in Germany you need a valid health insurance.

HEALTH INSURANCE FROM YOUR HOME COUNTRY MIGHT BE VALID IN GERMANY.

Usually, public health insurance policies from EU member states, as well as Iceland, Liechtenstein, Norway, Switzerland and Macedonia Bosnia-Herzegovina, Israel, Montenegro, Morocco, Serbia, Tunisia and Turkey are valid in Germany.

Please note that a non-German insurance policy must be reviewed and recognized by a state German insurance provider.

IS YOUR HEALTH INSURANCE NOT VALID IN GERMANY?

There are two types of health insurance in Germany, compulsory and private health insurance. University students are normally insured by compulsory insurance funds at a favourable student rate. Exceptions are students who are at least 30 years old or who have been studying for more than 14 semesters. These students can either continue

being insured by a statutory health insurance fund at a higher rate or change to a private insurance.

If you start your study and you are older than 29, you can only be insured by a private company.





STUDYING AT TU BERLIN


CAMPUS TU





4.2 SEMESTER TICKET

As a TU Berlin student, you receive a Deutschlandsemesterticket for public transport throughout Germany. It is valid for local and regional public transport, including buses, trams, U-Bahn, S-Bahn, and regional trains (RE and RB).

The ticket is digital and is provided through the S-Bahn Berlin app. It must be ordered for each semester. A screenshot is not accepted as a valid ticket. When travelling, you must carry your official photo ID.

The ticket does not cover long-distance trains such as ICE, IC, or EC.

For details on the Deutschlandsemesterticket and how to order it, please visit:

[TU Berlin – Deutschlandsemesterticket](#)

[S-Bahn Berlin – Deutschlandsemesterticket](#)

For other public transport tickets, routes, and current fares in Berlin and Brandenburg, please visit:

[BVG – Berliner Verkehrsbetriebe](#)





4.3 CAFETERIAS

The Mensa is the main cafeteria of TU Berlin and Universität der Künste (UdK) located at the Hardenbergstraße (cf. 4.1). It offers numerous vegan and vegetarian dishes daily as well as an additional meat dish on Tuesdays and Thursdays and a fish dish on Fridays. Snacks, sandwiches and hot drinks are available from 8:00 am, and the vegan Pastaria is also located on the first floor. The Mensa uses a system of so-called MensaCards that can be charged with cash in the foyer of the Mensa building. You can get the MensaCard in all of studierendenWERKs canteens, coffee bars or Foodtrucks. Issuing a MensaCard requires a valid student ID card as well as a deposit of € 1.55 which will be refunded upon returning the MensaCard.

In addition to the Mensa, there are several other cafeterias on campus. The cafeterias in the EN, A and MAR buildings are the closest to the ILR building.





4.4 LIBRARIES

The main library of TU Berlin is located in the Fasanenstraße (BIB on the campus map (cf. 4.1)). It offers a variety of scientific literature, including electronic resources, on the subjects of natural, humanitarian and social sciences, technology and general reference.

When using the library, your student ID card also serves as a library card and enables you to borrow books from the shelves in the Open Access Area or order items from the closed stacks via the Knowledge Portal Primo. The loan period can be extended online if the loaned items are not reserved by other students. If loan period is exceeded, a fee will be charged. Books can be returned at the counter in the library during regular opening hours or at a return machine in the foyer of the library.

There are several departmental libraries spread around the campus in addition to the main library. Visit [Library's website](#) to search for specific items, to access electronic resources and to find out more about the libraries of TU Berlin.





4.5 TU BERLIN IT SERVICE CENTRE

All students of TU Berlin are eligible for the TUB account and an email address of the Central Campus Management (ZECM) of the TU Berlin after applying for it. This account enables you to access various services with only one password such as:

- ✓ Access to the TU Berlin's service portal called tuPORT
- ✓ Use of wireless LAN on campus
- ✓ Use of the PC pools
- ✓ Private e-mail address
- ✓ Cloud service, Webex service, and several others

Further information on the TUB account can be found on the [*Central Campus Management \(ZECM\) website*](#).





4.6 SPORTS PROGRAMME



The sports programme at Technische Universität Berlin offers a wide variety of activities—from diving, sailing, and martial arts to yoga, dance, and Pilates.

Most courses run for one semester. A modest participation fee is required.

Registration opens on April 1st. Popular courses fill up quickly, often within the first few hours—so register early!

More Information

For the full list of available courses, fees, and schedules, visit the TU Sport website:

www.tu-sport.de



4.7 LANGUAGE COURSES

There are several facilities and institutions that offer language courses for a variety of foreign languages and language levels. The courses usually last for one semester and you are generally credited 6 ECTS for completing each course. A list of available language courses can be found on the following websites:

www.skb.tu-berlin.de

www.zems.tu-berlin.de



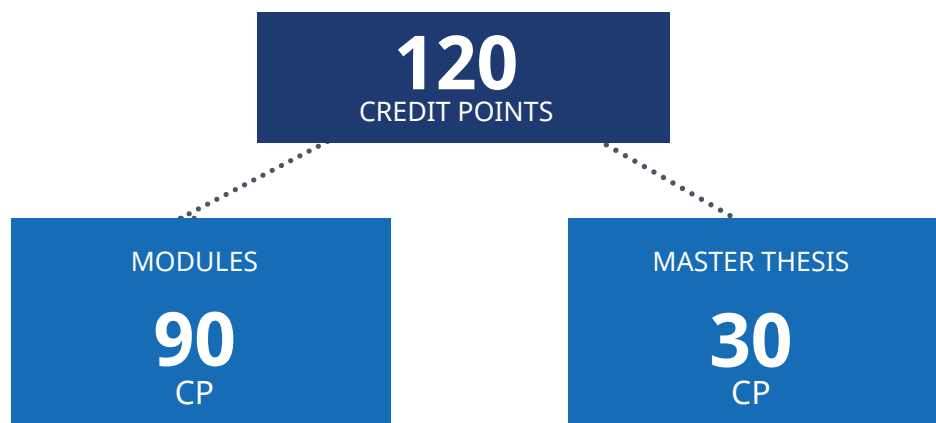


PLANNING YOUR **MSE STUDY**



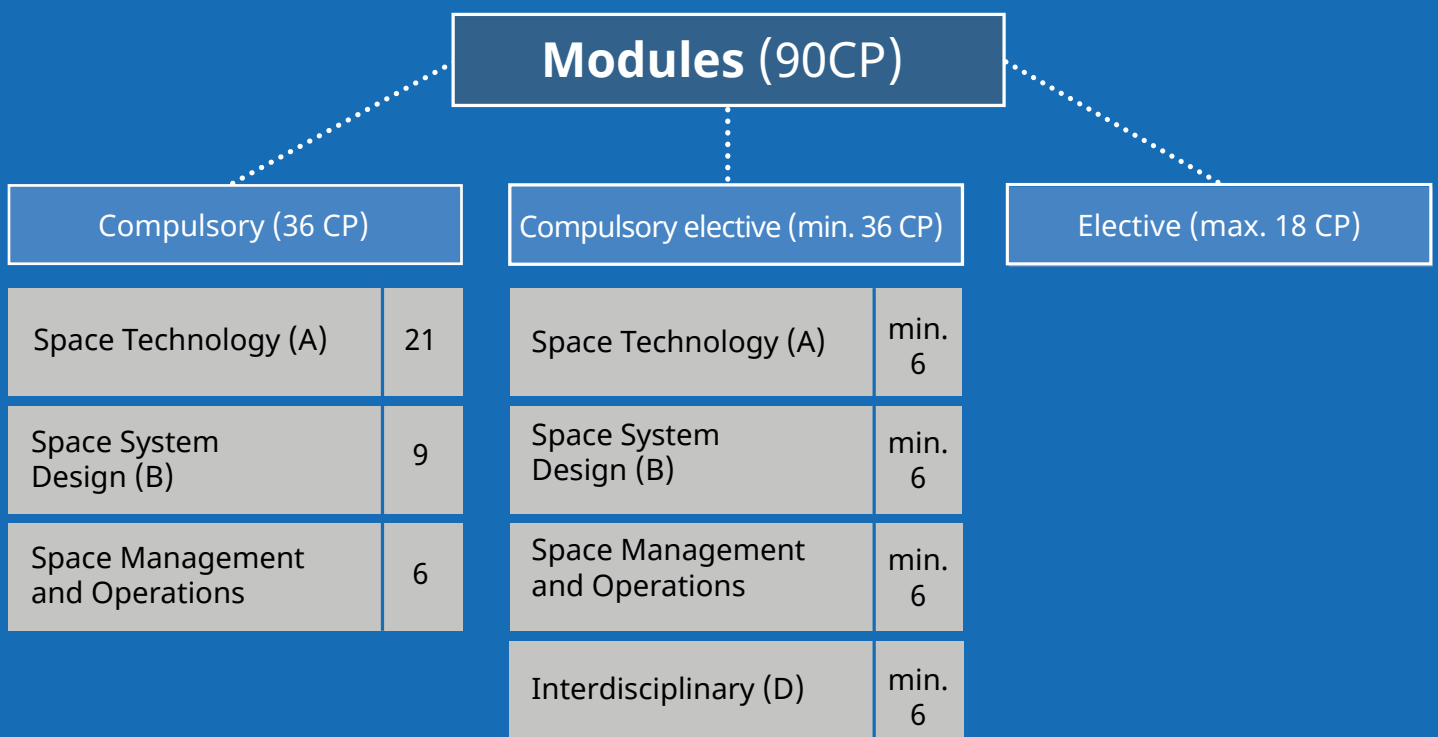
5.1 PROGRAMME STRUCTURE

The Master's programme comprises 120 credit points in total, 90 credit points in modules and 30 credit points in the Master's thesis.



The modules are divided into compulsory, compulsory elective and elective.

When you make your study plan, please consider the following requirements:





5.1 PROGRAMME STRUCTURE

Of the compulsory courses, modules totalling 36 CP are taken as follows:

A - SPACE TECHNOLOGY	21 CP
B - SPACE SYSTEM DESIGN	9 CP
C - SPACE MANAGEMENT AND OPERATION	6 CP

Of the compulsory elective courses, modules totalling min. 36 CP are taken as follows:

A - SPACE TECHNOLOGY	min. 6 CP
B - SPACE SYSTEM DESIGN	min. 6 CP
C - SPACE MANAGEMENT AND OPERATION	min. 6 CP
D - INTERDISCIPLINARY	min. 6 CP

The elective area has a range of max. 18 CP. Compulsory modules must be selected from the MSE curriculum. Compulsory elective modules completed at any university may be recognised, provided

that they are equivalent to the qualification objectives of the respective MSE module groups (A–D). Elective modules may be chosen freely and can be taken at any university.

Here are the course directories of Berlin's four universities:

[*Technische Universität Berlin*](#)

[*Freie Universität Berlin*](#)

[*Humboldt-Universität zu Berlin*](#)

[*Universität der Künste Berlin*](#)

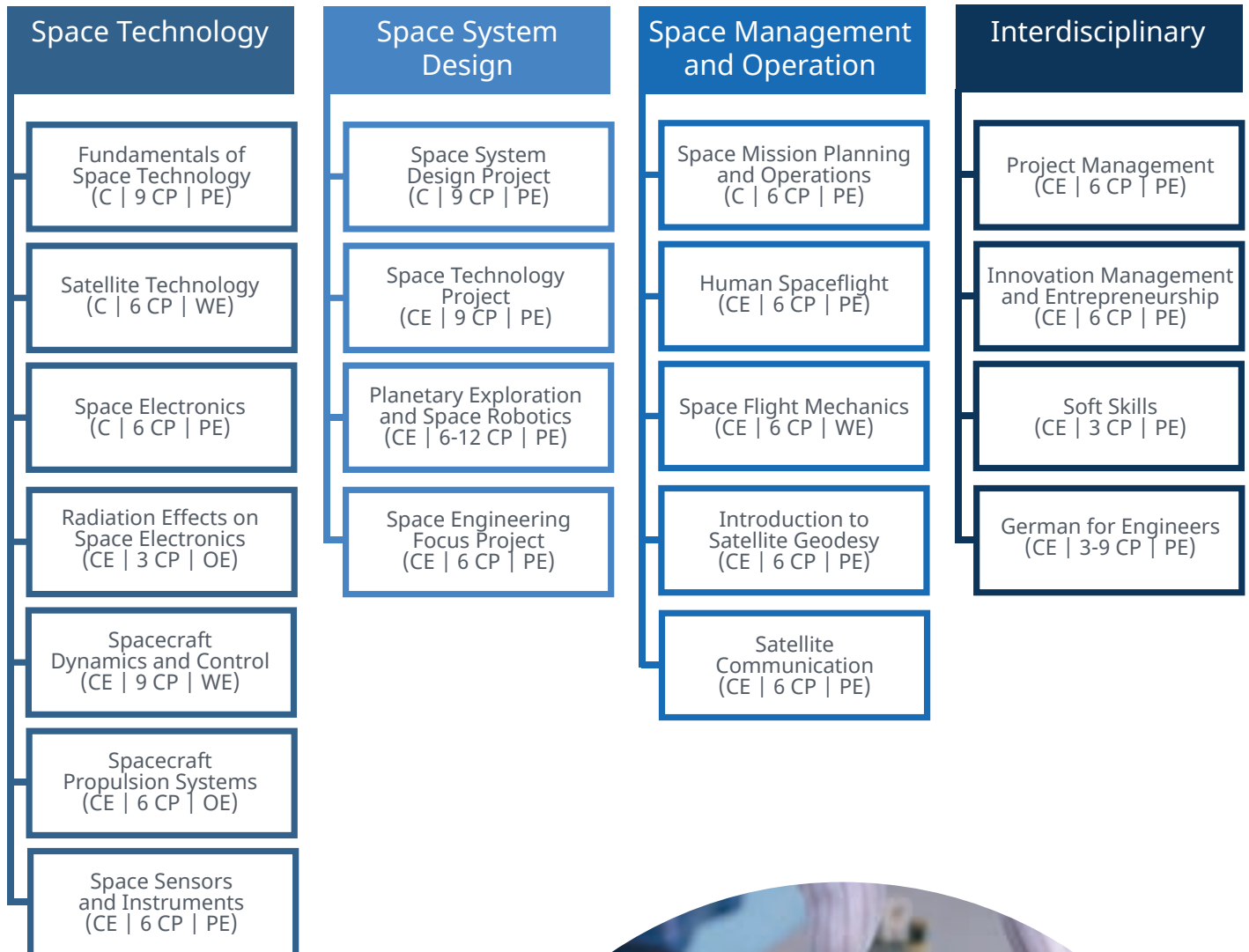
TU Berlin offers summer & winters courses with a discount for TU Berlin students www.tu.berlin/en/international/summer-school

PLEASE CONSIDER THAT

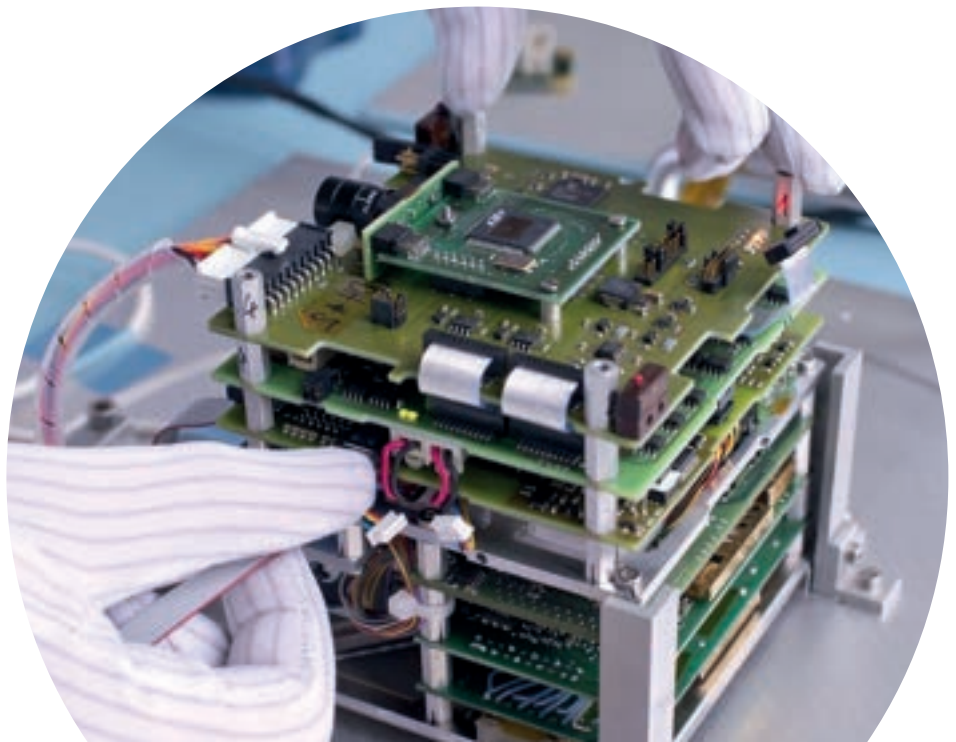
- ✓ Only the first 90 CP of fully completed modules will count towards your final degree;
- ✓ Only 85% of your modules with the best grades will be counted to determine your final grade.



5.2 CURRICULUM



CP *Credit Points*
 C *Compulsory*
 CE *Compulsory Elective*
 OE *Oral Exam*
 PE *Portfolio Exam*
 WE *Written Exam*





5.3 PROGRAMME SCHEDULE

Module	Credit Points	Courses	C/CE	Sem.1 CP	Sem. 2 CP	Sem. 3 CP	Sem. 4 CP
A Space Technology	min. 27						
Fundamentals of Space Technology	9	Fundamentals of Space Technology 1	C	6	6		
		Fundamentals of Space Technology 2			3		
Satellite Technology	6	Satellite Technology	C	6			
Space Electronics	6	Space Electronics 1	C	3			
		Space Electronics 2			3		
Radiation Effects on Space Electronics	3	Radiation Effects on Space Electronics	OE		3		
Spacecraft Dynamics and Control	9	Spacecraft Dynamics and Control 1	CE	3			
		Spacecraft Dynamics and Control 2			6		
Spacecraft Propulsion Systems	6	Spacecraft Propulsion Systems	CE			6	
Space Sensors and Instruments	6	Space Sensors and Instruments	CE		6		
B Space System Design	min. 15						
Space System Design Project	9	Space System Design Project	C		9		
Space Technology Project	9	Space Technology Project	CE			9	
Planetary Exploration and Space Robotics 1	6	Planetary Exploration and Space Robotics 1	CE		6		
Planetary Exploration and Space Robotics 2	6	Planetary Exploration and Space Robotics 2	CE			6	
Space Engineering Focus Project	6	Space Engineering Focus Project	CE	See Section 5.6			
C Space Operations	min. 12						
Space Mission Planning and Operations	6	Space Mission Planning and Operations	C	6			
Human Spaceflight	6	Technical Aspects of Human Spaceflight	CE		3		
		Space Psychology			3		
Space Flight Mechanics	6	Space Flight Mechanics	CE			6	
Introduction to Satellite Geodesy	6	Introduction to Satellite Geodesy	CE	6		6	
Satellite Communication	6	Satellite Communication	CE			6	
D Interdisciplinary	min. 6						
Project Management	6	Project Management	CE	6			
Innovation Management and Entrepreneurship	6	Innovation Management and Entrepreneurship	CE		6		
Soft Skills	3	Soft Skills	CE		3		
German for Engineers A1.1	3	German for Engineers A1.1	CE	3		3	
German for Engineers A1.2	3	German for Engineers A1.2	CE		3		
German for Engineers A2.1	3	German for Engineers A2.1	CE	3		3	
German for Engineers A2.2	3	German for Engineers A2.2	CE		3		
Voluntary Internship	6						
Master thesis	30						30
Total	120						120



5.4 RFT:INFOPOINT

RFT:INFOPOINT

Once you are officially enrolled at TU Berlin, you have access to the so-called RFT:Infopoint Infopoint via the online Information [System for Instructors and Students \(ISIS\)](#), where you can find more information about:

- ✓ Preparing for the Master's thesis
- ✓ Tips for selecting courses
- ✓ Access to journals and books
- ✓ Internships, theses and job positions
- ✓ Conferences
- ✓ Forms, e.g. master thesis registration form, etc.
- ✓ Rules for working in the labs, etc.
- ✓ Office hours and contact information of MSE staff
- ✓ A selection of Master's theses
- ✓ Elective recommendations for specialization tracks
- ✓ Additional information about MSE courses

Most announcements regarding MSE related activities, space events, thesis positions, job advertisements and many more are announced on the RFT:InfoPoint forum.



5.5 ADDITIONAL MODULES

You can take modules exceeding the required 90 Credit Points. Results of these modules can be included into the certificate if the candidate applies for that.





5.6 RECOGNITION OF PRIOR AND EXTRACURRICULAR ACHIEVEMENTS

Recognition of achievements prior to the program

Relevant academic or professional achievements completed before the start of the Master's programme may be recognized, provided they are equivalent in scope and content to modules within the curriculum. Further information can be found here: www.tu.berlin/en/i-a-office-of-student-affairs/recognition-of-earned-credits

Recognition of professional student employment as a voluntary internship

Qualified professional activities undertaken as a student assistant or in a similar role may be recognized as the equivalent of a voluntary internship, if they are clearly related to the field of space engineering. Further details and requirements are available on the RFT.

Recognition of extracurricular projects within the module Space Engineering Focus Project

Participation in extracurricular space-related projects, such as student initiatives, competitions, or research activities, may be recognized within the module Space Engineering Focus Project, provided that the learning outcomes align with the objectives of the module. Such activities may be recognized at any time and are not tied to a specific semester. Further details and requirements are available on the RFT.



5.7 MASTER'S THESIS



Thesis evaluation and presentation + 8 months

- The evaluation process usually takes around six weeks
- The date of presentation will be coordinated after handing in the thesis
- The presentation will take 15 minutes plus 10 minutes for Q&A

Status report with your second evaluator + 2 weeks to + 5 months

- Keep in touch with your supervisors
- Ask for advice, feedback and exchange ideas

Define your topic - 1 month

Submit your abstract (max. 2 pages) to your supervisor.

The abstract must contain:

- The title of the thesis
- Organization and contact of all supervisors
- Short description of the scope, the goals and the tasks
- Time schedule showing the duration of each main task
- Start date

+ 6 months Submission

Go through the submission checklist on the RFT:InfoPoint to ensure you submit the complete thesis

- 2 weeks Register your thesis

Prerequisites:

- You have completed 45 credit points
- Your abstract was approved by the supervisors
- Two supervisors were defined

Your deadline will be set to six months from the last signature on the thesis registration form. You will be notified about your deadline.

- 6 months Start looking for positions

Find a topic and an organization



5.8 EXAMINATION REGULATIONS

The following information is a reduced summary of the examination rules. For detailed information please refer to the Regulations Governing General Study and Examination Procedures (AllgStuPO) Part VI (Examination Organization).

Apart from the master's thesis, there are three types of assessment methods: oral, written and portfolio examinations. The examination method for every course is pre-assigned. For every course, the final mark is given in the following increments: 1.0 / 1.3 / 1.7 / 2.0, etc.

Registration is necessary in order to take exams. You can register for the exams via [*Moses \(System for planning and managing courses, exams and tutorials at TU Berlin\)*](#). The enrolment period for an exam usually commences from April 15 at the earliest in the summer semester, and from no earlier than October 15 in the winter semester and ends for:

- ✓ Oral exams - on the date set by the examiner,
- ✓ Written exams - one week before the specified exam date at the latest,
- ✓ Portfolio exams - usually by May 31 for the summer semester and November 30 for the winter semester.

EXAMINATION REGULATION

EXAMINATION METHODS:

Oral Exam
Written Exam
Portfolio

REGISTRATION DEADLINE:

Date set by examiner
One week before the exam date
31. May | 30. November

WHERE? [***MOSES***](#)



5.8 EXAMINATION REGULATIONS

Below, the main characteristics of the three different examination methods are listed.

ORAL EXAM:

- ✓ An oral exam takes between 20 and 60 minutes.
- ✓ An oral exam is carried out by at least one examiner in the presence of an observer.
- ✓ The content, result and progression of the exam shall be set out in examination minutes and disclosed to the candidate after the exam.

WRITTEN EXAM:

- ✓ A written exam takes between 90 minutes and four hours.
- ✓ The corrected exams shall be made available to the student for review.

PORTFOLIO EXAM:

- ✓ The portfolio examination consists of several different types of exam elements e.g. test, seminar paper, practical assignment, presentation, etc.
- ✓ The nature, scope and weighting of individual exam elements are pre-assigned.
- ✓ The results of individual exam elements are communicated within four weeks.





5.9 STUDY WORKLOAD

Many MSE students are new to the European Credit Transfer System, the teaching approach at the Chair of Space Technology and the topic space engineering. This document shall help students to estimate the workload during the semester.

5.9.1 EUROPEAN CREDIT TRANSFER SYSTEM

Credit Points (CP) according to the European Credit Transfer System (ECTS) provide information about the expected workload. 1 CP equals a workload of 25 to 30 hours. For a 6 CP course, it is assumed that a student invests 150 to 180 hours to successfully complete it. These hours are divided into presence and self-study whereas self-study contains preparation and wrap-up of content, literature research, exercises, homework, practical assignment, consultation, exam preparation, etc.

The distribution of the total hours for the self-study depends on the course. A typical workload distribution for a 6 CP course is given below.

15 weeks x 4 lecture hours = 60 hours
Preparation and wrap-up = 30 hours
Homework = 45 hours
Exam preparation = 15 hours
Total = 150 hours

In a full-time study programme, students typically are expected to do about 30 CP per semester. Although during a 15 week semester this would result in calculated 50 hours workload per week, the total expected workload per week is about 40 hours. The reason is that exams are usually spread over the lecture-free time.

A good practice while planning the semester schedule is to reserve an additional one-hour block for every lecture hour. By drawing this schedule in a calendar, students can be more aware of the upcoming workload than by visualizing a half-full calendar containing only presence hours.



5.9 STUDY WORKLOAD

5.9.2 JOBS, INTERNSHIPS AND EXTRA-CURRICULAR ACTIVITIES

Students should be very careful regarding the workload when deciding to take a job, an internship or pursue an extra-curricular activity. With 30 CP, the additional workload is likely to lead to stress and may result in a superficial and unsatisfactory study experience. Students, as well as lecturers can be dissatisfied with the participation and results.

Students should consider the trade-off between completing their studies quickly and gaining additional professional experience. In industry, experience is usually rated much higher than study duration. It is recommended to consider a schedule with less than 30 CP, especially when the project-based courses start in the second semester. When a student is able to complete 90 CP worth of courses within four semesters, he or she will not be charged additional study fees. A semester schedule with 20 to 25 CP is more reasonable when a student considers pursuing additional activities. (However, freshmen should not expect to find a student job position too early in the studies.)





5.10 PART-TIME STUDIES

It is possible to conduct MSE studies part-time. In part-time studies, half of the credit points stipulated in full-time studies can usually be acquired per semester.

If you want to study part-time, please inform the MSE team about it.



5.11 CREDITING OF STUDY PERIODS

Periods of study, coursework and exam results performed in a Master's programme at another higher education institution can be accredited on request. Applications for accreditation should be made by the end of the second semester after admission to studies at TU Berlin. Please contact the MSE staff for more information.



5.12 TEMPORARY WITHDRAWAL

You can temporarily suspend your studies for reasons that include, for example, studying abroad, internships, illness, the birth of a child, and caregiving. Please contact the MSE staff for more information.



5.13 WITHDRAWAL, ABSENCE

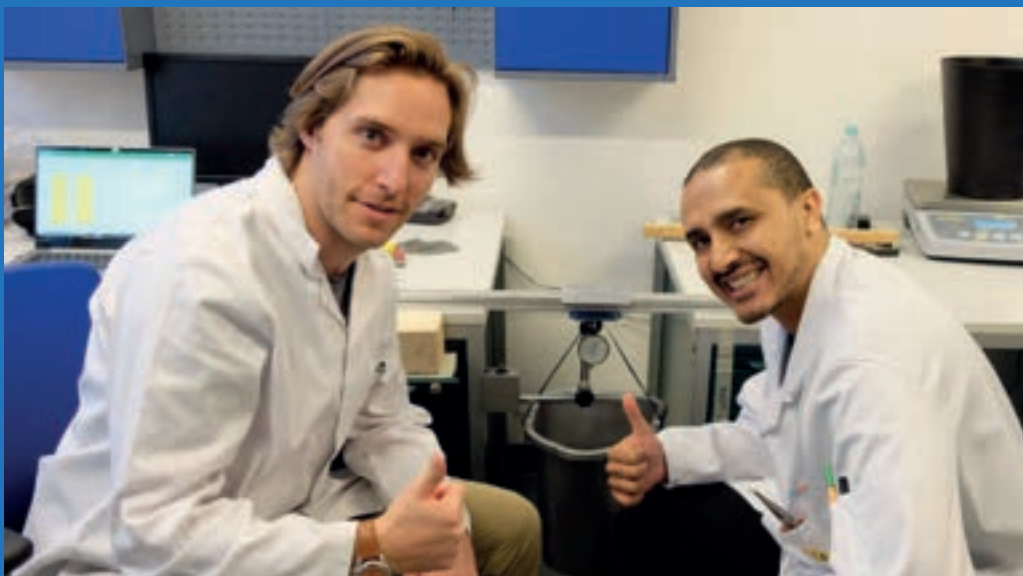
Withdrawal from an enrolled exam shall be notified to the examiner and the MSE staff in writing at the latest on the last day before the examination (Paragraph Bezeichnung weglassen?). Withdrawal from a portfolio examination is possible until expiry of the enrolment deadline, unless a later date is proven for provision of the first evaluation-relevant assignment. Withdrawal from an exam in the event of a health disorder is fundamentally possible at any time. In all other cases, the exam or thesis is assessed as “inadequate”.



5.14 REPEATING EXAMINATIONS

Failed module exams can be repeated on two occasions. Failed modules from the compulsory elective and elective area may be replaced within the regular period of study provided that a right to take exams still exists.

Please inform the MSE team if you want to replace a failed module.



SPACE EVENTS AND **CULTURAL ACTIVITIES**



6 EVENTS & ACTIVITIES

The MSE programme offers career and cultural opportunities beyond the classroom. Students can connect with the space community through fairs, conferences, company visits, and hackathons, while enjoying social events like the summer party, Christmas dinner, and graduation ceremony. MSE also encourages students to propose individual or group activities, with the programme team providing support for funding and coordination of extra-curricular experiences.



LEGAL REGULATIONS ON INTERNSHIPS, **MASTER THESES AND STUDENT JOBS**



7 LEGAL REGULATIONS ON INTERNSHIPS

There is no compulsory internship in the MSE programme.

If you do an internship, inform yourself about your rights for compensation.

< 3 MONTHS DURATION

No minimum wage when the internship serves career orientation or is undertaken parallel to studies.

> 3 MASTER'S THESIS DURATION

Entitled to minimum wage from the first day you work.

MASTER'S THESIS

- ✓ Your Master's thesis is a compulsory part of your studies and therefore you are not entitled to a salary.
- ✓ Your employer is free to offer you a voluntary salary or other compensation.

STUDENT JOBS

EU CITIZEN & CITIZEN FROM LICHTEN-STEIN, NORWAY OR SWITZERLAND

- ✓ No limitation in working hours
- ✓ National insurance contribution must be paid, if you work regularly more than 20 hours per week

NON-EU CITIZEN

- ✓ Restricted to work 140 full or 280 half days per year
- ✓ Self-employment requires prior permission from the competent authorities.
- ✓ Student assistants are not restricted in working hours
- ✓ To work more hours, you need to seek permission from the Agentur für Arbeit (local employment agency) and the Landesamt für Einwanderung (Berlin Immigration Office)

ADDITIONAL INFORMATION



8.1 TRAVELLING IN GERMANY

There are three main means of long distance public transportation:

- ✓ **Trains**
- ✓ **Buses**
- ✓ **Sharing cars**

In general, the most commonly used means of transportation are trains with the Deutsche Bahn. There are high-speed trains between any of the major cities in Germany. However, the fare for train tickets is significantly higher than for long-distance buses and shared cars. Exceptions to this rule are special offers that can be booked up to 3 months in advance on the website of Deutsche Bahn for a selection of train connections and departure times. The Deutsche Bahn also offers “Bahn Card” that grant a discount for 50 or 25 percent on each ride for one year for a fixed price. Train tickets can be booked from the [website of the Deutsche Bahn](#) or at ticket counters and ticket vending machines available at each train station.

In recent years, long-distance buses have become a popular and affordable alternative to trains.

The largest provider is FlixBus (www.flixbus.de) It offers cheap fares, many destinations, and modern buses.

Another popular option for flexible and affordable travel is ride-sharing — with BlaBlaCar (www.blablacar.de) being one of the leading platforms in Germany.



8.2 LICENSE FEE

Each household in Germany is obliged to pay a license fee for radio, television and new media. This fee can be paid monthly or quarterly and amounts to approx. 18 € per month.



8.3 TAX DEDUCTION FOR STUDY COSTS

In some countries, you may be able to deduct your study-related expenses from your taxes, potentially leading to a significant tax refund. Whether this applies depends on several factors, including:

- ✓ Your citizenship
- ✓ Your place of employment
- ✓ Your income level

Please note that the MSE staff cannot provide legal or tax advice on this matter. We strongly recommend that you explore your options and, if needed, consult a qualified tax professional or legal advisor to get tailored guidance.



8.4 EMERGENCIES

In case of emergencies, you can dial 110 to call the police and 112 to call the fire department and ambulance. These emergency numbers are free of charge from your mobile phone or any public telephone.

Medical Emergencies

Emergency Rooms at Hospitals in Berlin

In the event of a life-threatening emergency, call 112 immediately for an ambulance. If you don't require an ambulance, you can go to the emergency room of one of Berlin's hospitals.

Pharmacies

After-Hours Pharmacy

If you urgently require medicine outside pharmacy opening hours, you can use the after-hours pharmacy service. There is an after-hours pharmacy, or Nachtapotheke, in each district. To find the nearest one to you, check the display in the window of any pharmacy. You can also search for after-hours pharmacies and find further information at [aponet.de](https://www.aponet.de). Please note that if you need a prescription drug, you must consult a doctor.

Mental Health

Psychological Counseling at TU Berlin

You can also contact the Telefonseelsorge emergency hotline. Support is available in German, English, and other languages. Call 0800-111 0 111 or 0800-111 0 222. If you need immediate assistance or would like to be admitted to a psychiatric unit, you can go to the emergency room of one of Berlin's hospitals with a psychiatric department and outpatient clinic at any time (see Berlin Hospital Directory).

Psychological Counseling From Studierendenwerk Berlin

[Studierendenwerk Berlin](https://www.stw-berlin.de) also offers psychological counseling in German and English. Counseling is free and confidential.

Psychiatric Emergencies

If you need immediate assistance or would like to be admitted to a psychiatric unit, you can go to the emergency room of one of Berlin's hospitals with a psychiatric department and outpatient clinic at any time (see [Berlin Hospital Directory](#)).

Telefonseelsorge Emergency Hotline

You can also contact the Telefonseelsorge emergency hotline. Support is available in German, English, and other languages. Call 0800-111 0 111 or 0800-111 0 222.





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