WELCOME FOR INTERNATIONAL STUDENTS

Prof. Dr. Stefan Jungblut
Contact

Prof. Dr. Stefan Jungblut
Program Coordinator Master International Economics and Management
Room: Q4.337
Phone: 60 2112
Email: msc-iem@campus.upb.de
Office Hours: Mon, 15:00-16:00h / by appointment

Office hour by students for students (Ms. Chernyaeva):
Tue, 13:00-14:00h
Room: Q4.334
Contact (Additional)

Dr. Margarete Redlin

Deputy Coordinator MSc IEM (margarete.redlin@upb.de)
Course management Transition BA for MSc IEM students
Office hour: Tue, 10:00-12:00h / by appointment, Q4.140

Elisabeth Bloch

Office for International Affairs (international@campus.upb.de)
Advice and support for international students at Faculty
Office hour: by appointment, Q0.319
Important Offices

Office for Academic Affairs („Studienbüro“, Ms. Murphy): Q0.216
Organization of studies and academic affairs

Examination Office („Prüfungssekretariat“, Mr. Eichler): C2.322 (MSc)
(„Prüfungssekretariat“, Mr. Andreas): C2.213 (BA)
Organization of examinations (if not via PAUL)

International Office
Administrative issues
Important Dates - Registration

Module registration
- online-registration via PAUL (first and second registration phase)
- reading courses (for “BA-Transition”) via Mrs. Redlin, Q4.140

Module deregistration
- via PAUL until end of second registration phase (Oct. 10th/Nov. 6th 2020)

Examination dates
- as of end of second registration period until about one month after end of lecture period deregistration possible until one week before first examination
Important Dates - Thesis

Registration for bachelor’s thesis (BA-Transition only)
- Via Instructor and PAUL / Examination Office
- Be aware to keep end of semester as deadline for final submission!

Registration for master’s thesis (later part of studies)
- Online via “SharePoint“
- Once per semester, usually shortly after lecture period
Important Dates - Academic Writing Course

The Academic Writing Course will help you to achieve better results with your thesis and provides information, strategies and practical tools for the preparation and production of a thesis.

<table>
<thead>
<tr>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Know the rules, set a frame and define the steps: Standards of scientific writing, possibilities of text arrangements and individual accomplishments within the writing process</td>
</tr>
<tr>
<td>Introduction to literature search</td>
</tr>
<tr>
<td>Who says what? Dealing with literature and citation standards to build a proper argumentation</td>
</tr>
<tr>
<td>Citation management with Citavi</td>
</tr>
<tr>
<td>Avoiding loose ends: Steps and criteria of text revision</td>
</tr>
</tbody>
</table>

- Detailed information will be provided via e-mail
Courses and Examinations

Courses (modules) are listed in the “module catalogue”
- [https://wiwi.uni-paderborn.de/en/studies/modules/the-module-catalogue/](https://wiwi.uni-paderborn.de/en/studies/modules/the-module-catalogue/) … and in “Courses available for exchange students” and on Master’s Webpage

Complete list of modules and types of examinations are listed in „module manual“
- [https://wiwi.uni-paderborn.de/?id=5401](https://wiwi.uni-paderborn.de/?id=5401)

Examination dates are listed on faculty’s webpage
- “Studies” > “Exam dates” > “Midterms and finals”
https://wiwi.uni-paderborn.de/en/studium/
Important

1. Get familiar with faculty’s webpage (wiwi.upb.de)!
2. Check your (official) e-mail account regularly!
3. Read the examination regularities!
4. Check and follow your study plan!
   Important: Organize you transition phase (if applies). Only one time opportunity to register in master courses in advance to MA enrollment
5. Don’t forget to learn German (attention: registration required)!
6. Support each other! (also attend IFEM)
7. Don’t hesitate to contact Ms. Chernyaeva or Mrs. Redlin for everything else!
International Forum Economics and Management

INVITES GERMAN AND INTERNATIONAL STUDENTS TO JOIN IT
IN WINTER SEMESTER 2020/21
ONLINE

• STAY IN TOUCH WITH OTHER STUDENTS FROM YOUR ECONOMICS DEPARTMENT
• GET ALL THE INFORMATION RELATED TO YOUR STUDY
• BE AWARE OF THE UPCOMING EVENTS

Become a member of the IFEM by sending us an email:
ifem@campus.uni-paderborn.de
International Forum Economics and Management

Who we are:
Students of MSc IEM

Which persons do we address:
Current and international students of master courses, primarily MSc IEM

What is our aim:
getting in touch with students and professors of different nationalities ("Internationalization at home")
advancing academically and enjoying joint social activities
International Forum Economics and Management

Contact

Email: ifem@campus.uni-paderborn.de
Write us an email to join our WhatsApp Group

PANDA: Become a member of the PANDA-group to follow our upcoming events
https://panda.uni-paderborn.de/course/view.php?id=3041

Web: MSc IEM page > ‘über den Studiengang’ > IFEM wiwi.upb.de > “International” > “Internationalization at home”
International Forum Economics and Management

Internationalization at home

Globalization increasingly expects students to have experience of internationalization as part of their academic studies or in a work context. Even without spending time abroad you can gain such crucial experiences while studying at our Faculty simply by taking part in, for example:

- English-taught courses or presentations
- Courses or presentations made by international visiting scholars
- Blended Mobility
- John Molson Case Competition
- European Horizons
- Buddy-program
- Tandem (one-to-one) language exchanges / Language learning strategies for Outgoings
- Mentoring an international student
- Participating in international short-term programs
- Thematic social events organised by international student groups
- The University's International Week
- Participating in excursions organised for international students
- Meetings with the Faculty’s Visiting Scholars
- Meetings of international students, e.g. the International Forum Economics and Management (IFEM)

Make a habit of regularly checking the events calendar and the Visiting Scholars webpage to keep yourself informed of the many opportunities at our Faculty.
International Student Forum – PANDA page

https://panda.uni-paderborn.de/course/view.php?id=3041

Password: Int.Forum_Ec
Internationaler Kaffee Treff (International café)

The weekly, international get-together is an open offer for all of the students and those taking German courses at the University of Paderborn.

Here, you have the opportunity to get to know the other students, exchange personal experiences and plan activities together while enjoying coffee, tea and small snacks (everything is free!) in an informal environment.

Simply come on by. New faces are always welcome!

- **When?** Every Wednesday between 1:00 and 3:00pm
- **Where?** IBZ
- **What is it?** A place for people to meet, talk about anything and ask questions
- **Who is welcome?** All international students at the University of Paderborn
Fachschaftsrat Wirtschaftswissenschaften

Skriptenzirkel

Im Skriptenzirkel findet ihr eine Sammlung von Klausuren sowie Skripten aus Assessment-, Profilierungsphase und dem Masterstudium. Unser Bestand kann immer mal variieren, unseren „Basisbestand“ findet ihr weiter unten in einem PDF zusammengestellt.

Der Skriptenzirkel befindet sich in Q0.413 (Karte)

Öffnungszeiten unseres Skriptenzirkels:
- geöffnet ab der zweiten Vorlesungswoche und zusätzlich in der ersten vorlesungsfreien Woche
- Mo: 13:00 bis 14:00 Uhr
- Di: 13:00 bis 14:00 Uhr
- Mi: 13:00 bis 14:00 Uhr
- Do: 13:00 bis 14:00 Uhr

Downloads:
- Bestandsliste (Stand 15.10.2017)
- Hinweise-Skriptenzirkel (Stand 15.10.2017)
Ausländische Studierenden-Vertretung (ASV)

WE ARE ASV

The ASV is a project area of the University of Paderborn, which represents all the international students. We help international students with various problems and promote cultural activities at the university.

OUR PROJECTS

CONTACT US

WHAT IS THE ROLE OF ASV?

OUR FOCUS

Culture

Consultation

Care
Thank you for listening and have a good start!