

Technische Universität Berlin  
Servicebereich Master – IA 1

Filled in form has to be uploaded in tuPORT  
as a PDF.

## Enrollment form

- for a Continuing Education in a Master's Program  
 for a Special Program (e.g. Erasmus Mundus )  
 for a Doctoral Exchange

for Summer Semester \_\_\_\_\_ / Winter Semester \_\_\_\_\_

Surname (last/family name) - (according to your passport)

First (given) name(s) - (according to your passport)

Date of birth

Enrollment No. of TU Berlin  
(if already enrolled at TU Berlin)

Application No. of your online registration

**Course of study** (Please specify a degree course offered by TU Berlin.)



Student Status

- Degree-seeking student; semester fees and contributions are paid at TU Berlin, membership rights and -obligations are exercised at TU Berlin
- Student enrolled at multiple universities; student enrolled at several universities in Berlin and Brandenburg, with membership rights exercised at a university other than TU Berlin, with semester fees and dues paid at the first university (current certificate of enrollment from the first university must be uploaded)  
 Attention: If you desire a multiple enrollment at TU Berlin, please inform us via the following online form. We will process your form as soon as possible and switch your status to multiple enrolled in our SLcM system. Due to the new status, there will not be a further requirement of semester fee payment in the app „My Account Balance“. Please do not transfer any fees for your enrollment at TU Berlin. Online form: <https://www.tu.berlin/go6791/>
- Participant in a dual-degree program (TU Berlin is your home university)
- Participant in a dual-degree program (with temporary enrollment at TU Berlin, home university is located in a foreign country, cf. Regulations Governing General Study and Examination Procedures - AllgStuPO)
- Degree-seeking student; with a scholarship or grant (only for international students holding a scholarship or grant funded by the German Federal Government or one of its Federal State Governments; e.g. DAAD scholarship or similar – please upload the respective statement of award in tuPORT)

## Committee Elections

You have the right to vote for representative bodies at the university like the student parliament. To be registered as a voter, the following information is required (not valid for students with student status M). It is possible to change your choice at every re-registration for a new semester.

In which faculty would you like to exercise your voting rights? (see pages 4-5 for the respective faculty )

In which department/institute of this faculty would you like to exercise your voting rights? (see page 6 for the the respective institute)

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### Statement regarding the Disclosure of Private Address Data

Under statutory law currently applicable to Technische Universität Berlin (Adressenweitergabeordnung – AWO, <https://www.tu.berlin/go206/>), the university is authorized to process and forward private addresses and e-mail addresses of students. A transfer of address data can be used to inform you about events conducted by Technische Universität Berlin – maybe in cooperation with external partners - in a context of teaching and research. A transfer of your data to third parties will only happen if there is a legal obligation for it.

### Previous enrollments in Germany and abroad

(Please upload a current certificate of enrollment or about termination of enrollment if you have already been enrolled at a German university!)

Only to be filled in if you are currently **not enrolled** at TU Berlin.

#### 1st Enrollment

from (e.g. WS 09/10)      until (e.g. SS 13)      Graduation in Germany: University (official title), district, state  
Graduation abroad: country

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Type of Degree (see page 7)	Study Program (Major/Minor)	Number of Regular Semesters				
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#### 2nd Enrollment

from (e.g. WS 09/10)      until (e.g. SS 13)      Graduation in Germany: University (official title), district, state  
Graduation abroad: country

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Type of Degree (see page 7)	Study Program (Major/Minor)	Number of Regular Semesters				
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#### 3rd Enrollment

from (e.g. WS 09/10)      until (e.g. SS 13)      Graduation in Germany: University (official title), district, state  
Graduation abroad: country

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Type of Degree (see page 7)	Study Program (Major/Minor)	Number of Regular Semesters				
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## Course Work and Examinations

Regarding the above mentioned study programs, I have course work or examination results that received the grade „**not passed**“ (with **no** option to repeat).

Yes       No

If answered with „Yes“, please fill in and upload the following **credit transfer application form** (Antrag auf Anerkennung; see link below) which has to be confirmed by the respective examination board (of your prospective TU Faculty) that your past course work/examination results pose no hindrance for enrollment. Otherwise, please be aware that you would be excluded from enrollment!  
<https://www.tu.berlin/go2948/>

### Request of exemption from mandatory semester ticket fees for continuing education in a master's program

As student for continuing education in a master's program you can request to be exempt from the mandatory payment of the semester ticket fees.

Hereby I request the exempt from the mandatory semester ticket for the applied semester.

The exemption has to be requested for every further semester with the respective re-registration. You will find the request in your TUB-Account (tuPORT) under the app „My requests“.

Information on semester ticket and the exemption is available here: <https://www.tu.berlin/go1355/>

## Closing Statement

**I hereby declare and confirm with my signature the following statements:**

1. I have neither been banned from studying at a German university due to regulatory proceedings (such as criminal proceedings) nor have such proceedings ever been initiated against me.
2. I have never had any of my mandatory coursework, or mandatory examinations, in the chosen degree program assessed as “definitively failed” either at another university within the scope of the Framework Act for Higher Education (Hochschulrahmengesetz – HRG) or at a university in a member state of the European Union or in another signatory state to the Agreement on the European Economic Area.
3. I authorize Technische Universität Berlin to use my exercise, seminar and examination papers for teaching and research purposes and to publish them.
4. I am aware that as a student of a Berlin university my habitual residence is deemed to be in the catchment area of the university. Pursuant to Section 7 (1) sentence 2 of the Act on the Admission to Higher Education Institutions in the State of Berlin to Degree Programs with Restricted Admission (Berliner Hochschulzulassungsgesetz – BerHZG), the catchment area is deemed to consist of the federal states of Berlin and Brandenburg. In accordance with the Federal Act on Registration (Bundesmeldegesetz – BMG), as amended from time to time, I am therefore required to register my habitual residence with the authorities in the university's catchment area. I undertake to inform TU Berlin of any change in my address by updating my personal data in tuPORT.  
In this regard, I am aware that any violation of the obligation to register may be penalized with a fine according to the Federal Registration Act.  
Students registered at another university and doctoral students are exempt from this regulation.  
Students whose degree programs do not require them to live in the catchment area for the duration of their studies (such as those pursuing extra-occupational master's studies) are likewise exempt.

**The TU Berlin is not obliged to officially establish the facts of individual cases in which documents are missing, incomplete, or not certified/legalized. Therefore, please take utmost care that your application data and documents are complete. Any missing or incorrect document will not be subject to additional demand!**

.....  
Date

.....  
Signature

# Code list for committee elections

**Note:** If you cannot find here the information you are looking for, please contact the staff in the Graduate Admissions Office or enter your information in plain text (block letters) next to the code fields.

**Faculties:** List of faculties that can be selected for the individual degree programs or partial study programs. This information is gathered for the purpose of inclusion in an electoral register for the exercise of the right to vote and to stand for election at the institutes (academic facilities) and faculties of Technische Universität Berlin. If you do not choose an option for degree programs that are supervised by different faculties, you will be assigned to the faculty in bold print ex officio.

## Master's programs

Master's program	Faculty
Architecture	VI
Architecture – Typology	VI
Audio Communication and Technology	I
Automotive Systems	IV
Civil Engineering	VI
Educational Management	I
Educational Sciences – Consulting and Organizational Development	I
Biomedical Engineering	V
Biotechnology	III
Brewing and Beverage Technology	III
Chemistry	II
Chemical Engineering	II / III
Computational Engineering Science / ITM	V
Computational Neuroscience	IV
Computer Engineering	IV
Computer Science	IV
Design & Computation	I
German as a Foreign Language	I
Electrical Engineering	IV
Energy Engineering and Process Engineering	III
Environmental Planning	III
Vehicle Engineering	V
Building Energy Engineering	III
Geodesy and Geoinformation Science	VI
Geotechnology	VI
Conservation of Monuments, Historic Buildings and Sites	VI
Historical Urban Studies	I
Human Factors	IV
ICT Innovation	IV
Industrial Economics	VII
Information Systems Management	IV
Innovation Management, Entrepreneurship and Sustainability (IMES)	VII
Interdisciplinary Research on Antisemitism	I
Art Studies	I
Landscape Architecture	VI
Food Technology	III
Aeronautics and Astronautics	V
Mechanical Engineering	V
Mathematics	II
Digital Media & Technology	IV
Media Studies	I
Ecology and Environmental Planning	VI
Patent Engineering	V
Physics	II
Engineering Science	V
Transportation Planning and Operation	V
Polymer Science	III
Process, Energy and Environmental Systems Engineering – PEESE	III
Production Engineering	V

Master's program	Faculty
Renewable Energy Systems	III
Naval Architecture and Ocean Engineering	V
Scientific Computing	IV
Sociology and Technology Studies	VI
Language and Communication	I
Urban Ecosystem Sciences	VI
Urban and Regional Planning	VI
Statistics	VII
Environmental Science and Technology	III
Technomathematics	II
Theory and History of Science & Technology	I
Urban Design	VI
Material Science and Engineering	III
Industrial Engineering and Management	<b>VII / II / III / IV / V</b>
Business Mathematics	II

## Master's programs for teachers

Master's program for teachers	Faculty
Work Studies	Central Institute SETUB
Civil Engineering	Central Institute SETUB
Civil Engineering / Mathematics for lateral entry (teacher training)	Central Institute SETUB
Electrical Engineering	Central Institute SETUB
Electrical Engineering / Information Technology for lateral entry (teacher training)	Central Institute SETUB
Electrical Engineering / Mathematics for lateral entry (teacher training)	Central Institute SETUB
Nutrition / Food Science	Central Institute SETUB
Vehicle Engineering	Central Institute SETUB

Master's program for teachers	Faculty
Information Technology	Central Institute SETUB
Information Technology / Mathematics for lateral entry (teacher training)	Central Institute SETUB
Agricultural and Horticultural Science	Central Institute SETUB
Landscape Design	Central Institute SETUB
Media Technology	Central Institute SETUB
Mechanical Engineering	Central Institute SETUB
Mechanical Engineering / Mathematics for lateral entry (teacher training)	Central Institute SETUB

## Post-graduate master's programs

Post-graduate master's program	Faculty
Stage Design and Scenography	VI
Building Sustainability – Management Methods for Energy Efficiency	VII / I / III / IV / V / VI
Business Engineering Energy	Central Institute EI Gouna
Energy-Efficient Urban Transportation Systems	V
Energy Engineering (EI Gouna)	Central Institute EI Gouna
Energy Management (EM)	VII / I / III / IV / V / VI
European Studies	I
European and International Energy Law	VII / I / III / IV / V / VI
Global Production Engineering (GPE)	V

Post-graduate master's program	Faculty
IT for Energy	Central Institute EI Gouna
Real Estate Management	V
Space Engineering	VI
Urban Development (EI Gouna)	Central Institute EI Gouna
Sustainable Mobility Management	VII / I / III / IV / V / VI
Urban Management	VI
Water Engineering (EI Gouna)	Central Institute EI Gouna
Science Management / Science Marketing	VII / I / III / IV / V / VI

# Code list for committee elections

## Institutes at individual faculties

This information is also used for inclusion in an electoral register for the exercise of the right to vote and to stand for election at the institutes (academic facilities) and faculties of Technische Universität Berlin.

<p><b>Faculty I – Humanities</b></p> <p>3131 Institute of History and Philosophy of Science, Technology, and Literature</p> <p>3132 Institute for Art History and Historical Urban Studies</p> <p>3134 Institute of Education</p> <p>3135 Institute of Language and Communication</p> <p>3136 Institute of Vocational Education and Work Studies</p> <p><b>Faculty II – Mathematics and Natural Sciences</b></p> <p>3231 Institute of Solid-State Physics</p> <p>3233 Institute of Theoretical Physics</p> <p>3235 Institute of Chemistry</p> <p>3236 Institute of Mathematics</p> <p>3237 Institute of Optics and Atomic Physics</p> <p><b>Faculty III – Process Sciences</b></p> <p>3331 Institute of Biotechnology</p> <p>3332 Institute of Food Technology and Food Chemistry</p> <p>3333 Institute of Environmental Technology</p> <p>3334 Institute of Material Science and Technology</p> <p>3335 Institute of Chemical and Process Engineering</p> <p>3337 Institute of Energy Technology</p> <p><b>Faculty IV – Electrical Engineering and Computer Science</b></p> <p>3431 Institute of Energy and Automation Technology</p> <p>3432 Institute of High-Frequency and Semiconductor System Technologies</p> <p>3433 Institute of Telecommunication Systems</p> <p>3434 Institute of Computer Engineering and Microelectronics</p> <p>3435 Institute of Software Engineering and Theoretical Computer Science</p> <p>3436 Institute of Commercial Information Technology and Quantitative Methods</p>	<p><b>Faculty V – Mechanical Engineering and Transport Systems</b></p> <p>3531 Institute of Fluid Mechanics and Technical Acoustics</p> <p>3532 Institute of Psychology and Ergonomics</p> <p>3533 Institute of Land and Sea Transport Systems</p> <p>3534 Institute of Aeronautics and Astronautics</p> <p>3535 Institute of Engineering Design, and Micro and Medical Technology</p> <p>3536 Institute of Machine Tools and Factory Management</p> <p>3537 Institute of Mechanics</p> <p><b>Faculty VI – Planning Building Environment</b></p> <p>3631 Institute of Civil Engineering</p> <p>3632 Institute of Applied Geosciences</p> <p>3633 Institute of Geodesy and Geoinformation Science</p> <p>3634 Institute of Ecology</p> <p>3635 Institute of Landscape Architecture and Environmental Planning</p> <p>3636 Institute of Urban and Regional Planning</p> <p>3637 Institute of Sociology</p> <p>3638 Institute of Architecture</p> <p><b>Faculty VII – Economics and Management</b></p> <p>3731 Institute of Economics and Law</p> <p>3732 Institute of Business Administration</p> <p>3733 Institute of Technology and Management</p> <p><b>Central Institute EI Gouna</b></p> <p>4900 Central Institute EI Gouna</p> <p><b>Central Institution SETUB (School of Education)</b></p> <p>3932 Central Institute SETUB</p>
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## Final exam or degree pursued

<b>University / academic institution of higher education</b>	
<i>Diplom</i>	11
<i>Diplom</i> (translator)	13
<i>Diplom</i> (interpreter)	12
<i>Magister</i>	02
Master's degree	88
Bachelor's degree	82
<i>Diplom</i> (short course)	14
Doctorate with final exam	06
Master of Education	64
Master of Educa. (Work Studies)	55
<b>University of applied sciences (FH):</b>	
<i>Diplom</i>	51
<i>Diplom</i> (translator)	54
<i>Diplom</i> (interpreter)	52
<i>Magister</i>	02
Bachelor's degree	84
Master's degree	90
<b>College of fine arts</b>	
Artistic final exam	80
Bachelor's degree	83
Master's degree	89
<b>Teacher (upper secondary school)</b>	
Teacher (upper secondary school) with general subjects	25
Teacher (upper secondary school) with one vocational subject	27
<b>Teacher:</b>	
Bachelor's degree with teaching option	31
Bachelor's degree with teaching option – integrated secondary schools	37
Bachelor's degree with teaching option – vocational schools	47
Teacher	20
Teacher with two subjects	23
Teacher for special needs schools	26
Other teachers according to types of school	29
<b>Staatsexamen (state exam):</b>	
<i>Staatsexamen</i> (state exam) / 1st state exam	26
One-phase <i>Staatsexamen</i> (state exam)	29
<b>Degree acquired abroad:</b>	
Degree acquired abroad (no distinction between bachelor's and master's degree)	96
<b>Further degrees:</b>	
Final exams in the subject area Civil Engineering including Brewing and Distilling	59
Stage/concert maturity exam	71
<i>Diplom</i> / short course (general institution of higher education)	14
Study program without final exam (for instance, with certificate)	95