



Fakultät für
Elektrotechnik und Informatik

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Leibniz
Universität
Hannover



Welcome Brochure for International Students

Winter Semester 2024-2025

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Foreword

Dear students,

welcome to Leibniz Universität Hannover. Here we provide you with the most important information, which will make the start of your studies in Hannover much easier. This brochure contains useful contacts at the university and some practical tips on where and how to spend your free time enjoyably.

Don't be afraid to approach the other students or to ask for tips. Even if the people here look a little frosty, especially in winter, they are still open minded and helpful.

We will be happy to answer any further questions which may arise.

All the best for your studies!!!

Contacts

Study Coordinator

Electrical Engineering and Information
Technology, Power Engineering, Mechatronics

Officer for International Affairs

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Technology, Power Engineering, Mechatronics

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(also responsible for signing the Learning
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Dr. phil. Inske Preißler

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30167 Hannover

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inske.preissler@fei.uni-hannover.de

Important Websites

International Office

<https://www.uni-hannover.de/en/universitaet/internationales/>

Faculty of Electrical Engineering and Computer Science

<https://www.fei.uni-hannover.de/en/>

Module Catalogue

<https://modkat.dbs.uni-hannover.de/modkat/lvk/>

Course Catalogue

Goo.gl/tNbaJ

Room Search

<https://standortfinder.uni-hannover.de/>

Examination Office

<https://www.uni-hannover.de/de/universitaet/organisation/dezernate/dezernat-6/pruefungsamt/>

Forms of Teaching

Teaching is primarily divided into the following forms:

Lecture (*Vorlesung, VL*)

Lectures provide the theoretical basis for your learning and explain laws, formulae and calculation methods.

Classroom exercise (*Hörsaalübung, HÜ*)

In a classroom exercise, a member of the research staff demonstrates calculations and solves theoretical problems. Even if this overlaps with the content of a lecture, the classroom exercise focuses on applications and is less theoretical than the lecture. For this reason, attending the classroom exercise does not substitute for attending the lecture.

Block course (*Blockveranstaltung*)

In a block course (seminar), the material is taught in a short period of time (e.g., a few hours a day for a week, usually during the lecture-free period).

Laboratory (*Labor*)

In a laboratory, a series of experiments are performed on different dates. Information about the experiments to be carried out and the associated theoretical basics is provided, and supervisors will often pose questions relating to these materials. To pass the laboratory, you must complete all experiments successfully.

Important: Changes are possible. Please see Stud.IP (see below) for details.

Examinations

The Examination Office (Prüfungsamt) is responsible for organising examinations for the degree programme.

Examination registration

All students who intend to take examinations in the next examination period must register for each examination individually. The registration period is announced by the Examination Office, and by the end of this period you must have registered for all your examinations online. You will immediately receive a confirmation of your registrations by e-mail.

In the Winter Semester, the main registration period lasts from 15 to 30 November. Individual exceptions have to be registered already from 15 to 30 October. Registration takes place via the system QIS (see below). If you have any problems, please contact the Examination Office. **Late registrations are not possible.**

QIS: The main functions of this system are examination registration and the publication of results. It can be accessed using the following link, but only functions in German:

<https://qis.verwaltung.uni-hannover.de/>

→ "Mein Studium"

Exchange students should directly contact the lecturer, in order to take an exam. Usually this is sufficient.

Central Contacts & Useful Information

ServiceCenter

The ServiceCenter in the Main Building (located in the main hall, the *Lichthof*) is the central contact point for students with questions. Here you will find staff from various institutions who can answer questions about university life and help you to find your way around Leibniz Universität Hannover.

University Library (TIB)

Monday-Saturday, 8:00 - 22:00

<https://www.tib.eu/en/>

<https://opac.tib.eu/DB=1/LNG=DU/>

The most important location for your studies is the University Library (TIB), where you will find all the academic resources you need. Every October, there are guided tours of the library, explaining how the library works and how to use it. The dates for these tours are posted in the library entrance hall and can be found online.

Here is a short guide to using the library when you want a specific book. On the website you will find a classification code for the book (e.g., T 11 B 3873). Either the website will give you the location of the book, and you can fetch the book from the shelf yourself, or you'll have to request the book. A request takes about 90 minutes and the book can then be picked up at the counter. Some requests may be sent to the counter in Laatzen unless you select the main library. To borrow a book, all you need is your student ID card. Borrowing is also free of charge, and you can extend the loan period several times online.

Electronic books

Electronic books (eBooks) can help you to better understand the topics which make up your degree programme. You can download many whole eBooks to your computer free of charge.

Within the university network, you can download a variety of books as free eBooks from the library (TIB) website. To use this service, simply visit the TIB website and go to *Search & Discover* and then *Electronic books*. You can then look at the eBooks available to download.

Alternatively, you can download certain books directly via SpringerLink (can be accessed at <https://link.springer.com/>).

If you want to search for eBooks from home or while travelling, VPN access is required.

IT services for students

In the first instance, please refer to the information booklet "IT Services for Students" from Leibniz Universität IT Services (LUIS), which provides a good summary of the most important services. A selection follows below.

Idm - Identity Management

Username and passwords for other services are managed from this page. Here you can set your passwords and activate your accounts. The login details required were sent together with your matriculation certificate (*Immatrikulationsbescheinigung*). If you forget these details, you can request new ones in the Service Center.

<https://login.uni-hannover.de/>

Stud.IP

This website is one of the most important for your studies. Here you can register for modules and find lecture notes, practise exercises and other important information. You can also get in touch with fellow students. Some lectures are even recorded as videos so that you can learn from home.

<https://studip.uni-hannover.de>

WLAN

A wireless local area network (WLAN) is provided in the university buildings. By using Eduroam, you can also use WLAN at various other universities worldwide.

https://www.luis.uni-hannover.de/wlan_stud.html

Computer use & free printing

Students at Leibniz Universität Hannover have the opportunity to sign on to PCs in the computing centre using their LUH login details. In particular, the following services are available: internet access, word processing with OpenOffice and a free printing quota of 200 sheets per semester (in the LUIS building).

QIS

This is one of the most important websites for your studies. QIS is used for examination registration, viewing examination results and printing both statements of results and matriculation certificates (printing at home is possible). In the results table, you can see which modules you have already passed and the corresponding grades.

<https://qis.verwaltung.uni-hannover.de>

ShareLaTeX

ShareLaTeX is a cloud service which allows students and employees of Leibniz Universität Hannover to jointly and simultaneously work on documents in TeX. Depending on your needs, a document repository created with ShareLaTeX can limit access to a certain group of people and enable collaboration with people outside the university.

https://www.luis.uni-hannover.de/cloud_sharelatex.html

For your studies

Working rooms

The working rooms are self-managed student groups which are provided with rooms by the faculty for the purpose of encouraging independent work and learning, as their name suggests. Working rooms not only offer a variety of learning materials, but also older students who are happy to help you with problems of understanding. They also offer an ideal space to form your own learning group with motivated fellow students, which is almost indispensable for successful study!

Field of electrical engineering:

<https://www.fmec.uni-hannover.de/de/zum-studium/arbeitsaele/>

Dachkammer:

Alte Düse:

Hochpass:

<https://www.hochpass.uni-hannover.de/>

Gatrobe:

<https://www.gatrobe.de>

Field of computer science:

InfoLOUNGE, Welfengarten 1, 30167 Hannover, Room F 111

Semesterticket

Your student card enables you to use public transport without having to buy an additional ticket: this includes üstra/GVH (trams & buses in Hannover) and trains operated by Deutsche Bahn, metronom, NRW, erixx, WestfalenBahn and EVB in Lower Saxony (*Niedersachsen*). The student card only permits you to take bicycles on üstra trams and buses; for other trains, a bicycle ticket must be purchased at the railway station. You must occupy a second class carriage and trains to the Hannover Messe and the faster IC and ICE trains are excluded, with two exceptions. The exact map showing the area of validity and further information can be found on the internet (Google: "AStA Uni Hannover Semesterticket" → PDF).

Deutschland ticket

You can upgrade your Semesterticket to a Deutschland ticket that enables you to use public transport within Germany. Long-distance trains such as IC, ICE, and Flixbus as well as all trips outside the German borders and purely tourist transportation are excluded. The Deutschland ticket GVH SemesterT Upgrade is a digital, personal monthly pass in subscription, which is always issued for one calendar month and costs 16.67 Euro a month.

<https://www.gvh.de/en/tickets-prices/deutschland-ticket/deutschland-ticket-gvh-semestert-upgrade/>

Beside your studies...

Horsepower – Racing at the university

In Horsepower, the Formula Student team at Leibniz Universität Hannover, you can build a real racing car with other students and gain practical experience. However, as this is time consuming and knowledge from your studies may be required, this opportunity is not primarily aimed at freshers. <http://www.horsepower-hannover.de/>

University Sports Centre

The University Sports Centre (*Zentrum für Hochschulsport*) offers over 60 different sports, plus excursions, tournaments and festivals. Detailed information can be found on the website below. <https://www.hochschulsport-hannover.de/>

LUHbots

The LUHbots are a robotics team taking part in the Robocup@Work League, which is an international competition for the autonomous completion of pick-and-place tasks by mobile robots. youBots from the manufacturer KUKA are modified, programmed and optimised by the LUHbots team members. There are many possible tasks, including the design of new parts, control of the camera, arm and gripper, autonomous navigation, public relations and sponsorship.

Team meeting: every Tuesday at 16:00, Appelstraße 11a
<http://luhbots.de/wordpress/>

MakerLab Hannover

The MakerLab Hannover is a student-oriented makerspace at Leibniz Universität Hannover. It offers students the opportunity to sharpen their practical skills and fulfil their creative potential by completing their own projects in the workshop. A number of short taught projects focusing on different aspects of prototype construction are offered. The website below gives further details. <http://www.makerlab-hannover.de/>

Beyond the university...

Unikino: Usually every tuesday at 8 p.m. in the Audimax of Leibniz Universität Hannover (admission earlier): www.unikino-hannover.de

Visit the Herrenhausen brewery: The Herrenhausen private brewery offers the opportunity to see the inner workings of a brewery. There are four guided tours daily (3 hours each), which cost €12.50.

Nordstadt pub crawl:

There are many pubs with student-friendly prices near the university. The following circuit is recommended: Klein Kröpcke, Santana, Kuriosum, Destille and Gaststätte Kaiser.

Santana: You will find delicious cocktails at very student-friendly prices here, directly behind the university park (Welfengarten).

Besitos: Mexican bar, where you can also eat.

Klein Kröpcke: traditional pub in the Nordstadt. Architecturally it is based on the old café building at Kröpcke.

Extrakt: Offers good food at low prices.

Kuriosum: Pub with small snacks. There are free peanuts every Friday evening. Every 2-4 weeks there is a table quiz, and every second Tuesday there is live Irish folk music.

Campus Fresh Foods: Offers a rich assortment of coffee specialities at lower prices. The cakes, bagels and baguettes are also very tasty and they offer a small lunch. There is a lounge area where you can sit together and relax.

Destille (food until 3 am): In Destille, you can eat and drink every day until three o'clock in the morning, surrounded by lots of plants. Sport is also shown on a big screen here.

Suppenhandlung: Located directly in front of the Lutherkirche (near the university), you can enjoy different soups each week for about €5 here.

Zoo: For €18.80 (17–24 years) or €24.80 per day, you can marvel at the animals in the legendary Hannover zoo. Entry to the so-called "Winter Zoo" is free, an ice skating rink is provided and you can watch a few animal species.

Town hall: If you are new to Hannover, you can get a view across the whole city from the New Town Hall (*Neues Rathaus*). For €2 (students), a curved elevator goes up to 98 m, where a breathtaking panoramic view of Hannover awaits you. To avoid queues and costs, you can also marvel at the sunset from the panoramic window of the Conti Tower (1502) in the learning area on the top floor.

Vokü in der Korn: In the VoKü (people's kitchen) in the Nordstadt, you can eat very tasty food cooked by volunteers every Monday and Wednesday in an alternative atmosphere for €1.50.

Osho/Baggy: You can go out to celebrate to popular music in Baggy. Located directly on Raschplatz, it is very easy to reach.

Heaven: Heaven is located directly on Weißekreuzplatz. You can drink super cocktails in this smoking bar.

Burgernah: Tasty burgers in a cool restaurant in Linden, and the home of several university societies.

Hanomacke: The meeting point on the Conti Campus takes its name from Hanomag, which was one of the largest manufacturing companies beside Continental in Hannover. It is staffed on a voluntary basis, so the opening hours vary. There are drinks and table football, and from time to time lawyers and economists hold student parties here. There are also beer pong tournaments.

Hohlraum: This venue belongs to the civil engineers and is located in the so-called *Kaserne*, Callinstr. 34 (3407). Parties also take place here from time to time.

Mottenburg: A pub right next to the university. Between 17:00 and 19:30, a wheat beer (*Weizenbier*) costs just €2.20.

DAX: There is something for everyone in DAX. There are 4 areas: Schlager, House/Electro, 70s/80s/90s and an area for disco-fox dancing. DAX is full every day from Wednesday onwards and you can meet people of all ages there.

Strandleben: Beach bar with sun beds and sand directly on the water; holiday feeling included.

Leibniz Lounge: Very near to Königsworther Platz and perfect for enjoying a warm summer evening with friends.

Chéz Heinz: Alternative cult live club with a cellar atmosphere offers parties and concerts from indie to punk and hardcore to death metal.

Rox Diner: For lunch there is a burger and fries (or even better: twister) offer for €5.50, which offers a real alternative to the Mensa, as it is right next to the Christuskirche.

Jim Block: Delicious burgers on the menu and also varying burger offers.

Schauspiel Hannover: Students can get culturally enthusiastic at this theatre for an outrageously good price. From two days before a performance, you can pick up a free ticket if you register for the theatre flat rate and present your student card.

Zaza: On Wednesdays and Thursdays, the legendary Take Five is offered at Zaza. For €7, you get 5 drinks and can either chill and chat in the lower bar area or go dancing upstairs.

Faust: The cultural centre Faust in Linden organises regular concerts and parties, with affordable drinks and alternative surroundings. The Glocksee is nearby and the two can be combined well in an evening.

Ricklingen gravel pools: At the Ricklingen gravel pools (*Kiesteichen*), you can chill and grill in the summer. Diving into the cool water is also very tempting.

Maschsee: You can chill out and enjoy a beer on the shores of Hannover's lake, the Maschsee. Pedal boats are also available to hire. In summer, the three-week-long Maschsee Festival takes place here.

Skate by Night: In the summer, Skate by Night events take place every two weeks on Wednesday evenings. The police close the streets specially for thousands of inline skaters. Participation costs just €3 and during the break there's usually something free. The start is 20:00 and information about the different routes (usually 20 km) is available online.

Eilenriede: Hannover is the greenest city in Germany because of its extensive forest area! The forested Eilenriede is perfect for jogging or inline skating: on Saturday afternoons and Sundays, the road in front of Hannover Zoo is specially closed to vehicles.

Grilling in the park: In Hannover, you can meet with friends and grill in the park (e.g., directly behind or opposite the university!).

Glocksee: Glocksee is similar to the cultural centre Faust (which is more or less around the corner!) and offers concerts and parties across an alternative spectrum.

Lasertag: There are now several Lasertag arenas in Hannover, where you can break a sweat.

Swimming pools: The classic in summer: the swimming pool. Surely there's one near you? The Aqualaatzium is recommended, offering, for example, a Happy Hour which costs just €4.00 from Monday to Friday, 12:00–14:30, and on Saturday, 09:00–12:00.

Bahlsen Factory Outlet: This offers imperfect biscuits and cakes at very good prices.

Blue Lake: The Blue Lake (*Blauer See*) near Garbsen is worth a visit, offering a place to wakeboard and waterski, with student discounts.

Blue Lagoon: The Blue Lagoon (*Blaue Lagune*) in Anderten, about 20 km from Hannover, is an old marl pit which now serves as a bathing lake for young people.

Steintor: Steintor is the heart of Hannover's nightlife. It offers various clubs, bars and restaurants, and even during the week there is something going on here. It's definitely worth a visit!

GiG Linden: This bar offers craft beers from all over the world! When you want a cosy evening, you can find everything you need in barrels and bottles here

Anhörungsverfahren / Hearing Procedure

Please note: the description for the hearing procedure is only important for the regular students, NOT for exchange or double degree students.

Unlike most other degree programmes, there is no restriction on the number of times students can repeat individual examinations within the degree programmes Electrical Engineering and Information Technology (B.Sc. and M.Sc.), Power Engineering (B.Sc. and M.Sc.) and Mechatronics (B.Sc.). Progress is monitored on the basis of the number of credit points attained in a semester. As a rule, students are expected to complete 30 credit points (LP) per semester in order to complete the degree programme within the standard period of study. If students complete far fewer credit points, they risk significantly extending the duration of their studies. In order to help students promptly continue their studies, the examination regulations stipulate that those who attain less than 15 credit points in a semester must receive an academic consultation. As a matter of formal legal procedure, this is referred to as "*Anhörung*" (translation: hearing). This is regulated in section 14 of the respective examination regulations. There it is stipulated that enrolled students who have not taken leave of absence and who attain fewer than 15 credit points in a semester will receive a letter informing them of insufficient credit points. If valid reasons exist as to why a student was unable to attain the required 15 credit points, the student should submit an application (without using a particular form) to the examination board as soon as possible, in advance of a hearing procedure. If the application is approved, it will not be necessary to attain 15 credit points in the semester in question.

Students can find a list of valid [reasons](#) on the basis of which this rule may be suspended on the website of the [examination board](#).

If plausible, valid reasons exist – which, if necessary, must be supported by appropriate documents – the examination board will approve the application, concluding the hearing procedure. If no valid reasons exist, the student must attend a hearing. The number of semesters in which a student may fail to attain the required 15 credit points without valid reason is limited. Students may not exceed three applications during a bachelor's degree programme or two applications during a master's degree programme – whereby, the first two semesters of the bachelor's degree programme and the first semester of a master's degree programme are not counted.

At the hearing, the student's situation is discussed and analysed in order to determine possible means to improve future studying. In bachelor's degree programmes, the first hearing is conducted in a group, the second by a professor with the student individually and the third by the examination board. Group hearings are not conducted in master's degree programmes. Based on the student's own analysis of their academic issues, the hearing thus provides the student with individual academic advice and a personal plan for the next semester. The persons conducting the hearings have the same goal as the students: successful completion of the degree programme in the shortest possible time.

The hearing is concluded by agreeing concrete measures for subsequent studying, which are documented and can be revisited at future hearings.

Irrespective of their direct involvement in the final hearing, the examination board shall continue to be responsible for the tasks assigned in the examination regulations and shall continue to monitor compliance with all relevant provisions. All information relating to examinations is available on the website of the [examination board](#).

Map

The following link provides an interactive map with 3D views of the most important university buildings:

<https://standortfinder.uni-hannover.de/>

Mensa

You can eat cheaply in the cafeteria, the *Mensa*, which has several locations around Hannover. Payment is possible using pre-paid cards and cash. The noodles offered are made in house! In the foyer of the main cafeteria, you will also find a cash machine (ATM), travel agent, health insurance providers and the Students' Union (AstA). Coffee and sandwiches are available in Café Leibniz (second floor in the main mensa building), the Sprengelstube (ground floor of the main university building) and in the Appelstraße Coffee Shop (ground floor in the high-rise tower in the Appelstraße).

Please check <https://www.studentenwerk-hannover.de/essen/> for serving times at the most important locations.

The menus and prices can be found online or using the app StudiiFutter (Google Play Store).

Emergency services and medical care

Fire Ambulance Emergency Doctor

- Have you just witnessed a serious accident?
 - Is someone seriously injured or in need of urgent medical help?
- Is there a Fire?



If you answered YES call 112 – calls are free and possible from any type of phone

If in doubt, call 112 anyway.

Examples of life-threatening situations: loss of consciousness, acute respiratory distress, acute chest pain, severe abdominal pain, acute paralysis, serious injuries, acute poisoning

Police

Is your life or property being threatened? - Have you just witnessed a crime?

If you answered YES call 110 – calls are free and possible from any type of phone If in doubt, call 110 anyway.



If you are looking for non-emergency services please call: +49 511 109 0

Medical Service for urgent but not life threatening emergencies

- Do you need medical care in a timely manner?
- You don't know where the next doctor is located?
- You need help outside of business hours (e.g. at night)?

If you answered YES call (+49) 116 117 for assistance.

Not sure if the situation is life-threatening? Call 112 !

Please Note: It is recommended to call (+49) 116 117 before going to an Emergency Room ("Notaufnahme"). ER's are primarily designated for serious emergencies. You might have to wait for multiple hours.

Pharmacy Emergency Service

- Do you need medical products / medicines outside of business hours?

Call +49 800 0 02 28 33 (landline) or 2 28 33 (mobile) for assistance.

Please Note: The next open Pharmacy might not be very close to you. Bring cash, cards are not always accepted. In many cases you have to pay an emergency fee for service out of business hours.

Hospital Locations close to the University (main building)

KRH Klinikum Nordstadt	DIAKOVERE Friederikenstift
Haltenhoffstraße 41	Humboldtstraße 5
30167 Hannover	30169 Hannover
Phone: +49 511 970 0	Phone: +49 511 129 0

For a complete list of all hospitals in Hannover visit:

[https://www.hannover.de/content/view/full/667423/\(language\)/eng-GB](https://www.hannover.de/content/view/full/667423/(language)/eng-GB)

Psychological Counselling for Students

Examples of instances where we can help would include:

- Troubles and crises?
- Difficulties with your family or in relationships? -
Depressive phases, high levels of stress?

If you think you require more permanent help, we can refer you to qualified therapists.

Please get in touch with our secretary by telephone or send us your phone number to make an appointment.

Theodor-Lessing-Haus

Welfengarten 2c

Hannover

Phone: +49 511 762 3799 <https://www.ptb.uni-hannover.de/>

In case of **psychological emergencies** call +49 511 30 03 34 70 or 112 !

How to find a Doctor

If you would like to search for a doctor („Arzt“), please visit:

<http://www.arztauskunft-niedersachsen.de/arztuche/extSearchPage>

Arztauskunft Niedersachsen

Start Krankenhäuser Selbsthilfegruppen Bereitschaftspraxen Hilfe

Erweiterte Suche

Gender (doctor) Geschlecht: beliebig weiblich männlich

Nachname last name, if known

Straße street, if known

postal code, if known PLZ

Ort town, -> Hannover

Kassenpraxis Privatpraxis

field of work; General practice = "Hausarzt" Fachgebiet

Disease-Management-Program (in most cases not needed) DMP

specific characteristics (in most cases not needed) Besonderheiten

Sprechstunden office hours

Wochentag day of the week von from bis until

Fremdsprachen foreign language

Suchen
start search

[Suchkriterien löschen](#)

Please note the yellow marked translation.

In most cases it should be sufficient to enter the following information:

Ort: In which town are you looking for a doctor

Fachgebiet: what kind of doctor are you looking for? e. g. family doctor

Fremdsprache: e.g. English speaking

->

If you are looking for a specific doctor you can further refine the search e.g. by entering his last name

Please don't hesitate to contact us if you need any assistance; we are happy to help you