

Welcome Days Summer Semester 26

Department of Electrical Engineering and Information Technology
Electrical Engineering Student Advisory Service

Shwetha Ganesh
08. April 2026



Electrical Engineering Student Advisory Service





Electrical Engineering Student Advisory Service – Student Assistants

**General & Specialized Advising for the Degree Programs
in Electrical Engineering, Computer Engineering,
Industrial Engineering ET & Vocational Training ET**

**Specialized Counseling in
Electrical System Engineering**



André Becker



David Ditz



Dariana Schneider



Shwetha Ganesh



Electrical Engineering Student Advisory Service – Professional Advisor



Dr.-Ing. Carsten Balewski

**Specialist Advisor and
Coordinator for Industrial
Engineering ET**



**M. Sc. Michael
Kuhlmann**

**Advisor
Computer Engineering**



**M. Sc. Johannes
Schäfers**

**Advisor
Teaching ET &
Edu-Tech NET OWL**



Dr.-Ing. Denis Sievers

**Advisor
Electrical Engineering**



M. Sc. Harshan Gowda

**Advisor
Electrical Systems
Engineering**



**M. Sc. Vijayalakshmi
Shroff**

**Advisor
Electrical Systems
Engineering**



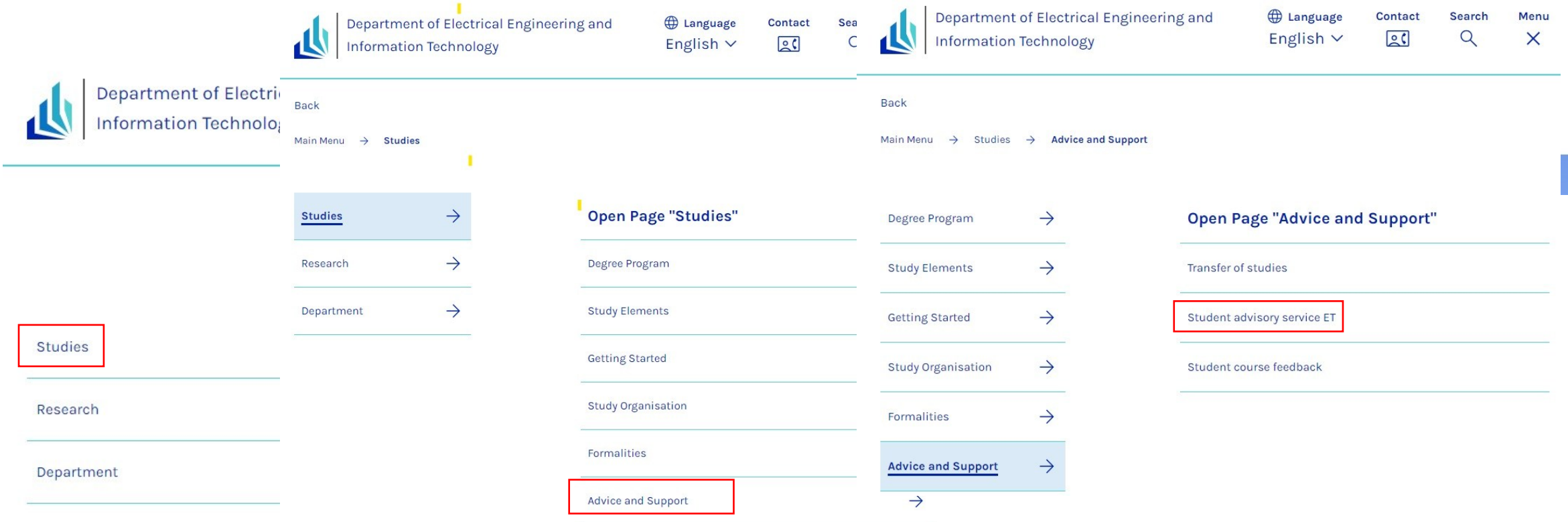
Your Support System in Academia

- **Consultation during office hours and by appointments**
 - Problems in studies
 - Questions about the course of Studies
 - Formalities and examination regulations
 - Information sessions during the course of studies
- **Mediation Services**
 - Bridging communication between students, lecturers, and administration
- **Internal and External Representation**
 - Promotion and counselling of prospective students.



Homepage of the Institute for Electrical Engineering and Information Technology

<https://ei.uni-paderborn.de/en/>



The screenshot shows the navigation structure of the website. The top navigation bar includes the department name, language selection (English), contact, search, and menu icons. The main navigation menu is on the left, with 'Studies' highlighted. The 'Studies' page is shown, with a sub-menu where 'Advice and Support' is highlighted. The 'Advice and Support' page is shown, with 'Student advisory service ET' highlighted.

Department of Electrical Engineering and Information Technology

Language English

Contact

Search

Menu

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Degree Program →

Study Elements →

Getting Started →

Study Organisation →

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Advice and Support →

Open Page "Advice and Support"

Transfer of studies

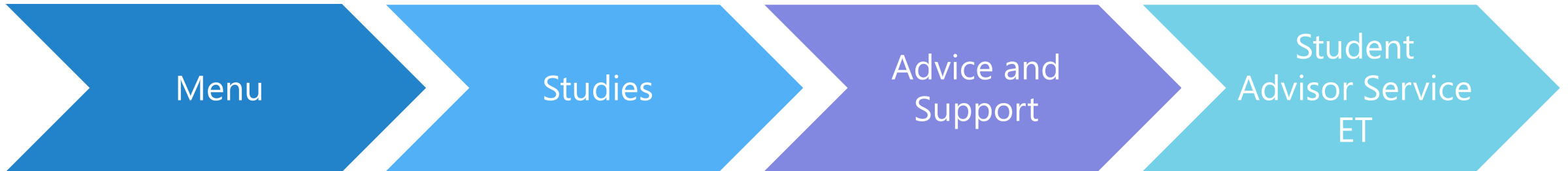
Student advisory service ET

Student course feedback



Homepage of the Institute for Electrical Engineering and Information Technology

<https://ei.uni-paderborn.de/en/>



Examination Regulation and Module Handbook





Examination regulations and module handbooks

Electrical Engineering



Industrial Engineering and Management



Computer Engineering



Electrical Systems Engineering



The examination regulations and module handbooks can be found at:

go.upb.de/studi.et_regulations





Examination regulations and module handbooks

Examination regulations

- Regulation of the formal study requirements
- Required courses for the respective degree program
- Formalities for the final module/thesis
- Legally binding aspects

Master program Electrical Systems Engineering

	General Regulations	Specific Regulations	Amendment Statutes	Reading version
Electrical Systems Engineering Master v3	AM 32/24 (Reading Version)	AM 35/24	AM 55.24	Reading version (Reading Version)

Module handbooks

- Descriptions of the events
- Course content descriptions
- What prior knowledge is required for courses
- Form of examination, number of ECTS, etc.
- Are legally part of the examination regulations
- Publication every semester (beginning of March & September)

Formalities





Organizational details

Examinations Management (PM) (Department 3.2)

Formerly: Central Examination Office (ZPS)

- <https://www.uni-paderborn.de/en/zv/3-2>
- Administration of examinations
- Admission issues
- Submission of theses
- Certification of grades, certificates and diplomas
- Change of version of the degree program

Student Service (STS) (Department 3.3)

Formerly: Registrar's Office

- <https://www.uni-paderborn.de/en/zv/3-3/>
- Registrations and transfers
- Certificates
- Leave of absence, re-registration and de-registration



Examinations

• Registration

- All examinations can only be registered for in PAUL during the fixed registration phases **(22.04.2026 – 27.05.2026)**
- Exam registration is only possible after successful module **and** course registration
- Registration phases can be found on the PAUL information sites

• Deregistration

- Possible up to two days before the examination date without giving reasons
- In case, exam date is not entered in PAUL and deregistration is not possible, please contact the Examinations Management
- Otherwise: valid reasons must be submitted to the Examinations Management immediately, but no later than five working days after the examination date. A **Certificate of incapacity for examination** must be submitted, a certificate of incapacity for work is not sufficient!

Contact

Electrical Engineering Student Advisory Service

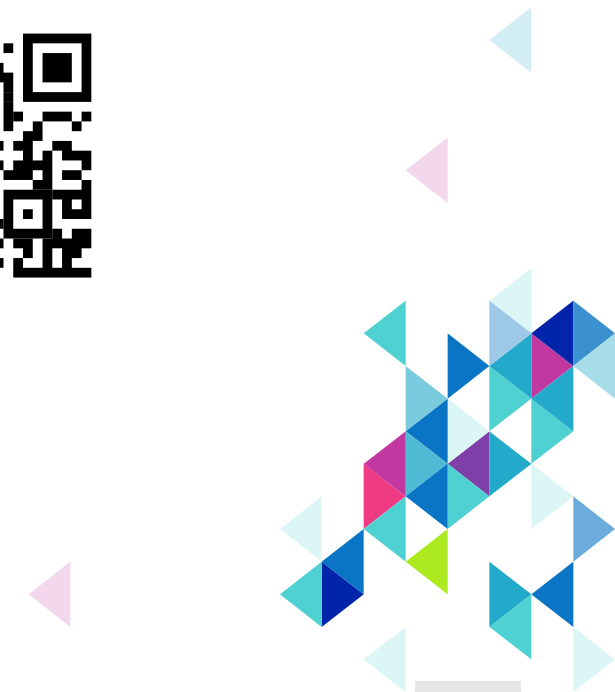
Telephone 05251 60-3202

Mail studienberatung@ei.upb.de

Web go.upb.de/studi.et_en

Room P1.3.38

Office hours Tuesday - Thursday: 9:00 - 12:00 & 13:00 - 16:00
(You can also find the current opening hours on our website)





Thank you for your attention!

STUDI.ET

