



University of Stuttgart
Germany



Master of Science Program



M.Sc. Air Quality Control, Solid Waste and
Waste Water Process Engineering

(WASTE)

STUDY GUIDE

Winter Semester 2023/ 2024

www.waste.uni-stuttgart.de



University of Stuttgart
Germany



Imprint

University of Stuttgart
M.Sc. Program Air Quality Control, Solid Waste and
Waste Water Process Engineering (WASTE)
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Foreword MSc WASTE Office

Dear freshman students of MSc WASTE,

We warmly welcome you to the International Master of Science Program “Air Quality Control, Solid Waste and Waste Water Process Engineering (WASTE)” at the University of Stuttgart!

During the next four semesters, this program will provide a valuable international experience along with the resources to shape innovative solutions aimed to address the pressing environmental challenges in the fields of **Air Quality Control, Solid Waste and Waste Water Process Engineering**. This program will as well enhance your background as a Chemical, Civil, Environmental, Mechanical or Process Engineer to prepare you to hold a position in a company, university, research center or governmental entity as an interdisciplinary-multicultural engineer.

The scientific infrastructure and the innovative curriculum provide you the utmost flexibility to develop your individual profile in the three research areas. The MSc WASTE program also trains you as an international engineer with a profound knowledge of state-of-the-art environmental and process technologies. The theoretical background is complemented with practical experiences, excursions to companies and/or industrial municipal facilities (e.g. waste incineration plants, landfills and waste water treatment plants) providing you with insights into the day-to-day work of an environmental engineer in Germany.

Upon successful completion of the program, you are awarded a **Master of Science** degree.

This **Study Guide** shall ease your start in an exciting new environment and help you find your way around Stuttgart and the university. It provides some essential aspects of every day’s life, explains the study program in detail and informs you about practicalities to follow as a student at the University of Stuttgart.

We hope this guide helps you choose your individual course of studies and supports you throughout the program. We are aware that there will be plenty of questions left and we are happy to answer them. Do not hesitate to talk to the MSc WASTE Office or professors, staff, and senior students. The **Welcome Guide** (handed out by International Affairs at the I) is also an important source of information completing this **Study Guide**. Both guides will be your best buddies.

We wish you all the best and an enjoyable and rewarding stay in Stuttgart!



Prof. Dr. Andreas Kronenburg
Associate Dean for Graduate Studies



Dr.-Ing. Carolina Acuña Caro
Course Director, M.Sc. WASTE



Laura Scheurer M.A.
Course Manager, M.Sc. WASTE



About the University of Stuttgart¹



The University of Stuttgart is located in the midst of an innovative and economic region with a worldwide reputation for excellence in the fields of mobile and information technology, production and process engineering as well as life sciences. The close cooperation between technical, physical and human sciences has always been a competitive advantage of the University of Stuttgart and the combination of high tech, practice-oriented study courses and the close cooperation with the industry makes this university a modern, achievement-orientated institution with a comprehensive range of subjects.

The income from external funds, which is always high, was around 193 million Euros in 2013 and shows, that the University is a much sought-after partner by international, German state and private funding organizations and by the economy. More than 5.000 employees work in over 150 institutes, 10 faculties and in central institutions. Currently, 27.200 students are registered, 3.000 students graduate every year and start their careers in Germany, Europe and around the world.

Close cooperation with the city of Stuttgart, neighboring research facilities such as the Max Planck and the Fraunhofer Institute, the German Aerospace Center as well as partnerships with local businesses and the industry lay the foundation for cutting-edge innovations and allow for an excellent education regarding economical, governmental and scientific demands.

The University of Stuttgart comprises of two main campuses, the Vaihingen Campus located in the suburb of Vaihingen and the Stadtmitte Campus in downtown Stuttgart. Both campuses are connected via the S-Bahn S1, S2, and S3. Furthermore, some departments are located in different parts of Stuttgart, e.g. the faculty of Process Engineering is partly located in the Böblinger Straße.

Each campus has its own student dining hall (Mensa) and cafeterias as well as extensive libraries. (Please see Annex 1)

We warmly welcome you to the University of Stuttgart and invite you to follow the university's mission statement „Science for people, people for science“.

¹ http://www.uni-stuttgart.de/ueberblick/wir_ueber_uns/index.en.html; Retrieved August 31, 2016



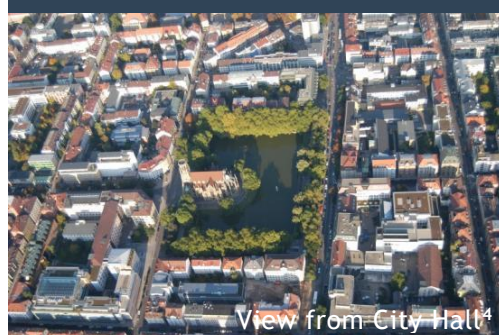
About the City of Stuttgart



Schlossplatz²



View from City Hall³



View from City Hall⁴

Stuttgart, the State Capital of regional state Baden-Württemberg in southwest Germany is the sixth-largest city in Germany with a population of 608469 (August, 2022)²

Stuttgart lies about an hour from the Black Forest and a similar distance from the Swabian Jura mountains. The city center lies in a lush valley, nestling between vineyards and thick woodland close by, but not on the River Neckar. Thus, the city is often described as lying "zwischen Wald und Reben", between forest and vines. In the hot summer months, local residents refer to this area as the Stuttgarter Kessel, or Stuttgart cauldron, for its hot and humid climate, which is frequently warmer than the surrounding countryside of Baden-Württemberg.

As reference to the Swabian dialect spoken by its native inhabitants, Stuttgart is nicknamed the Schwabenmetropole (Swabian metropolis). The city can be seen as a cultural hotspot of Baden-Württemberg with a wide range of theatres, cinemas and concert halls as well as many parks and green areas, iconic city districts, vineyards in the heart of the city, mineral baths for relaxation and much more.

As one of the strongest research locations in Germany, and the center for research and development in Baden-Württemberg, Stuttgart is a very attractive place to study. The close collaboration with regional research facilities as well as partnerships with local businesses and the industry make Stuttgart a prominent choice. Many of Germany's renowned companies are headquartered in the Stuttgart region. In addition, numerous smaller and medium-sized companies, the backbone of this state's economy, are located around Stuttgart.

The climate in Stuttgart is moderate and the average annual temperature is 10°C. The relatively warm summers and mild winters are characteristic for Stuttgart's climate. However, it is quite possible that the temperature in winter will go far below the freezing point, which makes it necessary to have winter clothes as well as rainproof clothing.

² <https://www.stuttgart.de/service/statistik-und-wahlen/stuttgart-in-zahlen.php>, Retrieved September 14, 2022;

<https://www.stuttgart.de/item/show/55064> Retrieved August 23, 2016

³ <https://www.stuttgart.de/img/images/gallery/big/31467.jpg>; Retrieved August 23, 2016

⁴ <http://www.stuttgart.de/img/mdb/item/14355/28267.jpg>; Retrieved August 23, 2016



1. About the MSc WASTE program

1.1 MSc WASTE at a glance

Societies throughout the world face the fact that seemingly plentiful and inexpensive resources are becoming more and more limited. The resulting environmental challenges accelerate the transformation from a linear use and “throwaway society” to a circular economy. Multidisciplinary engineers and scientists are needed to master this environmental pressure by monitoring the air and water pollution, and managing the resource waste, while also assuring environmental integrity, resilience and sustainability.

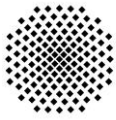
The Master of Science Program WASTE at the University of Stuttgart provides you with the technical background to engineer creative solutions to tackle current environmental challenges in the fields of [Air Quality Control](#), [Solid Waste](#) and [Waste Water Process Engineering](#).

The MSc WASTE program is aimed for international students with a background in Chemical, Civil, Environmental, Mechanical or Process Engineering whose goal it is to work for internationally operating companies, universities or research institutes both in Germany as well as in their home countries around the world. Also, MSc WASTE provides German students with an international study environment and encourages them to do their Master Thesis abroad.

Upon successful completion of the program, you are awarded the [Master of Science](#) degree.



MSc WASTE Students - Generation 2018



1.2 MSc WASTE and MSc MAUI Double Degree

The University of Stuttgart (USTUTT) offers a Master's Double Degree Program in cooperation with the MAUI Master's Degree Program (Meio Ambiente Urbano e Industrial; Urban and Industrial Environment) at the [Universidade Federal do Paraná \(UFPR\)](http://www.ufpr.br) in Curitiba, Brazil.

Every year, five students will be provided with the opportunity to participate in the Master's Double Degree Program. The first two semesters have to be completed at the home university. After that, students are eligible to continue their curriculum for the remaining two semesters at the partner university, including the master thesis. It is essential that both programs are completed in accordance with the respective local regulations (both examination regulations) and procedures.

In the end, the courses, examinations and master thesis taken at UFPR will be fully recognized by the University of Stuttgart and replaced as equivalent to examinations taken in Germany.

After successful completion of both programs, students are awarded with **the Master's Degree from UFPR and from USTUTT**. For detailed information regarding the modules, please visit our webpage under: http://www.waste.uni-stuttgart.de/before-studying/double_degree/



MSc WASTE Students and MAUI Double degree students - Generations 2015 and 2016



1.3 The Bologna Process⁶

The Bologna Process is a Europe-wide effort of public authorities, universities, teachers, and students, together with stakeholder associations, employers, quality assurance agencies, international organizations, and institutions, including the European Commission.

This process is designed to introduce a system of academic degrees that are easily recognizable and comparable, to promote the mobility of students, teachers and researchers, to ensure high quality teaching and incorporate the European dimension into higher education.

But why is that essential to you?

Germany is one of the participating EU countries that implemented the Bologna Process. This is essential in your daily life as a student because the study program is based on a modularized system:

Definition Module:

A **MODULE** is a "self-contained, formally structured learning experience. It should have a coherent and explicit set of learning outcomes, expressed in terms of competences to be obtained, and appropriate assessment criteria". In a modularized system, the modules have a fixed workload, 3 credits for example, or a multiple of this number. The workload of a module is based on the total amount of tasks a student is expected to do as part of the overall program. These tasks are defined with a view to the learning outcomes to be achieved, and the time (work hours), a student needs to achieve them.

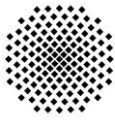
In WASTE you would find **COMPULSORY**, **CORE** and **ELECTIVE MODULES**.

Each module is based on a number of educational activities. They can be defined by considering the following aspects:

- Types of courses: lecture, seminar, research seminar, etc.
- Types of learning activities: attending lectures, performing specific assignments, writing papers, etc.
- Types of assessment: oral examination, written examination, oral presentation, etc.

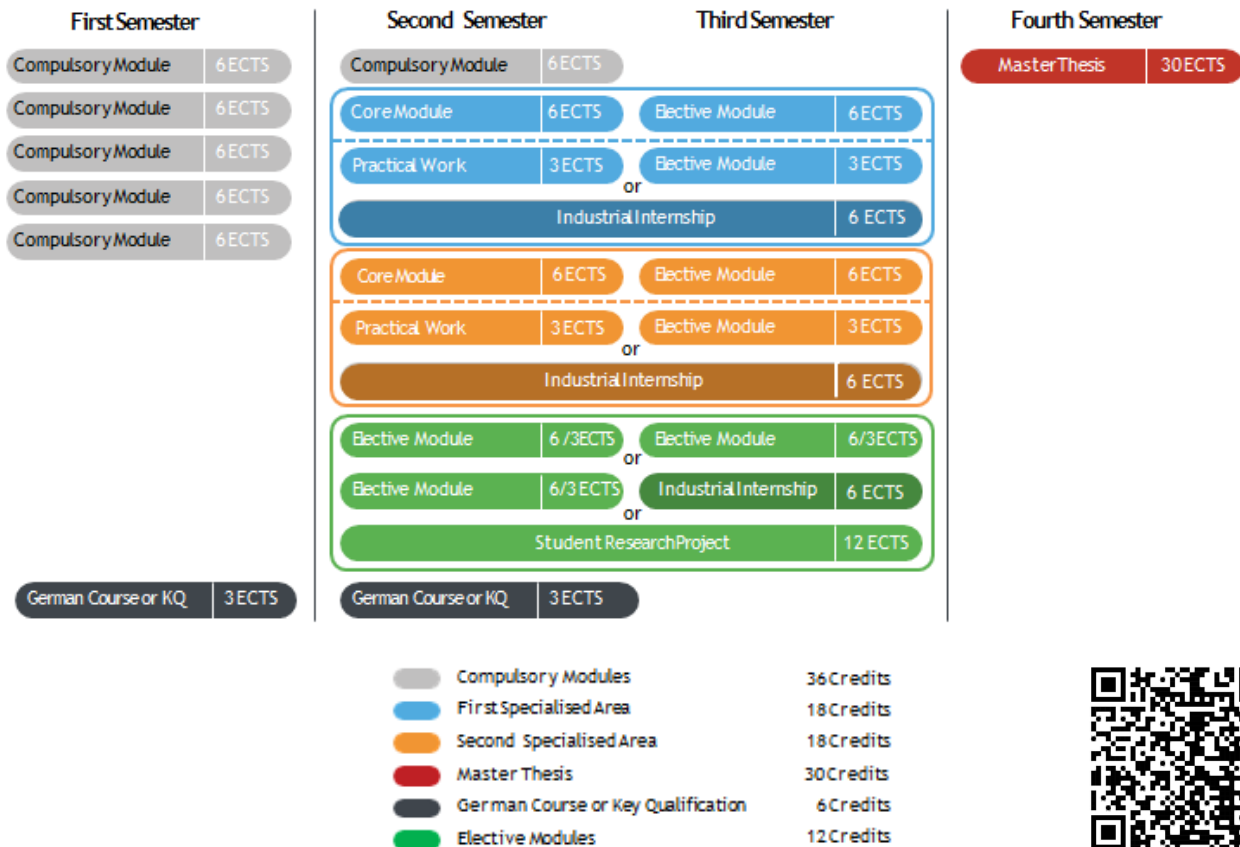
So, the terms “Module” and “Course” or “Class” are often used synonymously but they are not. This is important for you to know.

⁶ http://ec.europa.eu/education/policy/higher-education/bologna-process_en.htm



1.4 Curriculum at a glance

The Master of Science Program WASTE is designated to be completed within four semesters (including the master thesis). The program is worth 120 credits and starts every winter semester (October). MSc Waste has the following macrostructure:



<https://www.waste.uni-stuttgart.de/download/MSc-WASTE-Macrostructure-042020.pdf>

During the first and second semester, all students are required to attend the so-called **ADVANCED MODULES** comprised of six **COMPULSORY MODULES**. These modules focus on advanced fundamentals in environmental process engineering as follows:

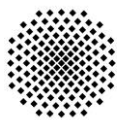
Advanced Modules (48 Credits)

Compulsory Modules (36 credits)

- Thermo- and Fluid Dynamics (6 credits)
- Pollutant Formation and Air Quality Control (6 credits)
- Chemistry and Biology for Environmental Engineers (6 credits)
- Sanitary Engineering (6 credits)
- Process Engineering (6 credits)
- Technology Assessment and Presentation Techniques (6 credits)

Elective Modules (12 credits)

During the second and third semester, you are able to choose your **ELECTIVE MODULES** (12 credits), which are more specific to your interest. Here you can choose between attending specialized lectures (The list is available in the module handbook), a research project at the university, or an industrial internship. If a **RESEARCH PROJECT** caught your attention to fulfill the 12-Credit Elective Modules, please consult directly the professor at the University of Stuttgart in charge of the topic you are interested in. If there is an



available research, then download the registration form directly from our website, fill it up and submit it to the Examinations Office. Remember that once the registration is done, you will have a six-month period to finalize it and to upload the grade to the system. Special 3-month extensions could be granted to exceptional cases. Remember that you are not allowed to conduct the research project at a company/research institute outside the University of Stuttgart. More information regarding the research project could be found in our FAQs.

Specialized Areas (36 Credits)

Furthermore, in the second and third semester, students specialize in two out of three areas in the field of Air Quality Control, Solid Waste and Waste Water Process Engineering. These **SPECIALIZED AREAS** (2x18 Credits) provide you with the utmost flexibility to develop your own individual profile within the environmental sector. Each area has one **CORE MODULE** (6 Credits) to lay the foundation of the area, plus one **ELECTIVE MODULE** (6 Credits), and a combination of your choice: Either an **ELECTIVE MODULE** (3 Credits) plus a **PRACTICAL WORK** (3 credits), or an **INDUSTRIAL INTERNSHIP** in the field (6 credits).

If an **INDUSTRIAL INTERNSHIP** draws your attention, please consult the **Guidelines for Internships** (Available under downloads on our website), or, for special cases, visit the MSc WASTE internship office in order to thoroughly familiarize with the rules for undertaking industrial internships and for writing the activity reports. As internships are not arranged by the university, students themselves must approach the relevant companies, apply directly, and look for the corresponding supervisor at the University of Stuttgart.

Regarding a health insurance during an internship (see also **Guidelines for Internships**, section 3.2): If students are working in a company, the company has to pay 90 euros for the insurance which means that the students do not need to pay anything from their side. But if you are on sabbatical semester while doing your internship, you have to pay for your insurance. In this case the company also has to pay more than 90 euros. Often companies turn down the internship application of students who are on sabbatical semester because of the higher hiring cost. The following table presents a summary of the contributions for students who are subject to compulsory insurance:

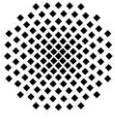
Health insurance	76.85 EU a month
Additional contribution	9.02 EU a month
Long-term care insurance	24.82 EU a month
Total	110,69 EU a month

Additional administrative fees must be added to the above-mentioned contributions. If you have further queries regarding the health insurance, please have in mind the following office hours: AOK- Die Gesundheitskasse, Tue, Wed, Thu 11 a.m. - 2 p.m. or TK (Die Techniker), Tu. - Th. 11:15 a.m. - 02:15 p.m. Both located at the Mensa on Campus Vaihingen-University of Stuttgart.

German Courses and Key Qualifications (6 Credits)

Mandatory **GERMAN LANGUAGE CLASSES** (up to 2x3 credits) during the first and second semester are part of the study program as well. Students who are not German native speakers or do not hold a German proficiency certificate (German language knowledge **Basic User A2** in accordance with the Common European Framework of Reference for Languages) have to participate in the **GERMAN LANGUAGE INTENSIVE COURSE** starting at the beginning of September. This course lays the foundation for the German language courses during first and second semester.

Students with a German proficiency certificate (German language knowledge **Basic User A2**) will be exempted from the German Language Intensive Course and the two semester courses. Instead, they have to choose **KEY QUALIFICATION MODULES** (up to 2x3 credits). These modules are aimed to expand on additional non-engineering related soft-skills. All available Key Qualification Modules are listed on C@MPUS, in the Module Handbook and the links are shown in section 4.4. Remember that you are also allowed to attend German Courses and/or soft-skills related seminars in private institutes, then you will be able to recognize the



credits at the University of Stuttgart. Please contact directly the MSc WASTE Office in case that credit recognition catches your interest.

If you are interested in taking Key Qualifications, but you must also take the German Courses, or if you would like to participate on any additional course outside the curriculum; then have in mind that you may attend them as **ADDITIONAL MODULES**. 12 Credits is the maximal allowable amount for that category.

Master Thesis (30 Credits)

The fourth semester is dedicated to the **MASTER THESIS** (30 Credits), which is carried out either at the University, research institutes or companies. The Master Thesis is a scientific work where the student has the chance to research on a topic of one of the specialized areas. It has to be finished within six months after the registration. In exceptional cases, it can be extended up to nine months.

The program is worth 120 Credits in total.



1.5 How to get detailed information

For further information and more detailed module descriptions, please visit the **C@MPUS** portal of the University of Stuttgart: <https://campus.uni-stuttgart.de/cusonline/webnav.ini>



Alternatively, you might want to have a look at the **module handbook** provided on the website of the university: <http://www.uni-stuttgart.de/bologna/modulhandbuecher>
(Please see section 1.4.2 for the exact steps on how to download the module handbook)



Please note: the module handbooks are only updated once per semester. The most accurate information is always available on **C@MPUS**.

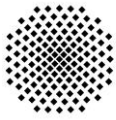
Please be also aware that C@MPUS is the official tool for communication between students and teachers!

1.5.1 How to handle the C@MPUS system

In December 2014, the University of Stuttgart has launched a new Campus Management System called C@MPUS. As a registered student, you have access with your student account (st123456@stud.uni-stuttgart.de). Since you already applied via C@MPUS you can use that account.

Step 1: go to: www.campus.uni-stuttgart.de

The screenshot shows the C@MPUS login page. The header includes the University of Stuttgart logo and the C@MPUS logo. The main content area is titled 'Willkommen in C@MPUS, dem Campus-Management-Portal der Universität Stuttgart' and provides information for students, applicants, and those without an account. On the right side, there is a blue sidebar with a white login form. The form has fields for 'Benutzername' (Username) and 'Kannwort' (Password), an 'Anmelden' (Login) button, and a link for 'Weiter ohne Anmeldung' (Continue without login). The footer contains copyright information for 2023 C@MPUSonline.



Step 2: Hover your mouse to the upper right corner and switch language to English

The screenshot shows the C@MPUS login page. In the top right corner, there is a language switcher with two buttons: 'DE' (German) and 'EN' (English). The 'EN' button is highlighted with a yellow box. The main content area on the left contains a welcome message and instructions for students, employees, and applicants. The right sidebar contains the login form with fields for 'Username' and 'Password', a 'Log in' button, and a 'Continue without login' button.

Step 3: Input your login credentials

This screenshot is identical to the previous one, but with a yellow box highlighting the login form in the right sidebar. A green arrow points from the bottom left towards the 'Log in' button. The login form includes fields for 'Username' and 'Password', a 'Log in' button, and a 'Continue without login' button.



Step 4: Select function in accordance with what you want to do

The most important functions are:

- Change Password
- My Certificates & Transcripts: e.g. download and print your certificate of enrolment
- Current/Home Address: you can change your address (**Please change your address as soon as possible!**)
- My Fees and payments: you can view the tuition and semester fee and your status of payment for the re-registration
- C@MPUS instructions and tips: <https://www.student.uni-stuttgart.de/en/digital-services/campus/>



In case you need **support** with the C@MPUS system, please write an email to: support@campus.uni-stuttgart.de via this point of contact: <https://www.student.uni-stuttgart.de/en/contact/#id-22ce4f8f>





1.5.2 How to download the module handbook

Step 1: go to <http://www.uni-stuttgart.de/bologna/modulhandbuecher/index.html> and select the most recent semester for which you want to download the module handbook



University of Stuttgart
For students

Current module handbooks

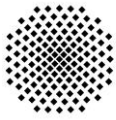
You can find all current module handbooks in C@MPUS, the Campus Management Portal at the University of Stuttgart (click path: select degree- click on the book behind the name of the study program).

Students can access the module handbook via the C@MPUS application "My degree program" (the same procedure applies here: click on the book behind the name of the study program).

C@MPUS LOGIN

MODULE HANDBOOKS IN C@MPUS

- Click on the Campus Management System C@mpus link to check module details.
- Click on "All Study Programs" [https://campus.uni-stuttgart.de/cusonline/ee/ui/ca2/app/desktop/#/?\\$ctx=design=ca;lang=en](https://campus.uni-stuttgart.de/cusonline/ee/ui/ca2/app/desktop/#/?$ctx=design=ca;lang=en)

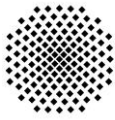


Step 2: Select *Master of Science*

[Universität Stuttgart](#)

Studienangebot
2019/20

Abschlussziel	Kennzahl	Studienplan	Studienrichtung
▶ Z1 Zusatzangebot			
▶ 06 Promotion			
▶ 25 Lehramt am Gymnasium			
▶ 38 Bachelor of Arts (Lehramt)			
▶ 62 Master of Education (Erweiterungsfach)			
▶ 64 Master of Education (Lehramt)			
▶ 68 Bachelor of Arts (Kombi)			
▶ 71 Master of Education (LA mit Kunst/Musik)			
▶ 72 Bachelor of Arts (LA mit Musik)			
▶ 77 Bachelor of Fine Arts (LA mit Kunst)			
▶ 78 Master of Education (Lehramt nach Fachbachelor)			
▶ 82 Bachelor of Science			
▶ 84 Bachelor of Arts			
▶ 88 Master of Science			
▶ 89 Weiterbildungsmaster			
▶ 90 Master of Arts			
▶ 91 Promotionsprogramm			
▶ 94 Zertifikat			
▶ 97 Zeitstudium			



Step 3: Search for MSc WASTE and click on the module handbook icon at the right (MHB) 2015

Universität Stuttgart			
Studienangebot 2019/20			
Abschlussziel	Kennzahl	Studienplan	Studienrichtung
<ul style="list-style-type: none"> ▶ Z1 Zusatzangebot ▶ 06 Promotion ▶ 25 Lehramt am Gymnasium ▶ 38 Bachelor of Arts (Lehramt) ▶ 62 Master of Education (Erweiterungsfach) ▶ 64 Master of Education (Lehramt) ▶ 68 Bachelor of Arts (Kombi) ▶ 71 Master of Education (LA mit Kunst/Musik) ▶ 72 Bachelor of Arts (LA mit Musik) ▶ 77 Bachelor of Fine Arts (LA mit Kunst) ▶ 78 Master of Education (Lehramt nach Fachbachelor) ▶ 82 Bachelor of Science ▶ 84 Bachelor of Arts ▼ 88 Master of Science 			
88 Master of Science	926	Air Quality Control, Solid Waste and Waste Water Process Engineering (LHG/926-2015)	Ingenieurwissenschaften
88 Master of Science	013	Architektur und Stadtplanung (LHG/013-2017)	Ingenieurwissenschaften
88 Master of Science	993	Autonome Systeme (LHG/993-2019)	Ingenieurwissenschaften
88 Master of Science	017	Bauingenieurwesen (LHG/017-2015)	Ingenieurwissenschaften
88 Master of Science	021	Betriebswirtschaftslehre (LHG/021-2015)	Wirtschafts- und Sozialwissenschaften
88 Master of Science	990	Bewegungswissenschaft und Biomechanik (LHG/990-2018)	Wirtschafts- und Sozialwissenschaften
88 Master of Science	032	Chemie (LHG/032-2014)	Naturwissenschaften
88 Master of Science	976	Computational Linguistics (LHG/976-2017)	Sprach- und Kulturwissenschaften
88 Master of Science	921	Computational Mechanics of Materials and Structures (LHG/921-2016)	Ingenieurwissenschaften
88 Master of Science	979	Computer Science (LHG/979-2013)	Naturwissenschaften
88 Master of Science	992	Electrical Engineering (LHG/992-2019)	Ingenieurwissenschaften
88 Master of Science	954	Elektromobilität (LHG/954-2017)	Ingenieurwissenschaften
88 Master of Science	048	Elektrotechnik und Informationstechnik (LHG/048-2018)	Ingenieurwissenschaften
88 Master of Science	211	Energietechnik (LHG/211-2011)	Ingenieurwissenschaften
88 Master of Science	235	Fahrzeug- und Motorentechnik (LHG/235-2015)	Ingenieurwissenschaften

Please note: the module handbooks are only updated once per semester. The most accurate information is available on C@MPUS.



1.6 Examinations

1.6.1 Examination regulations

Since 2015, MSc WASTE has new examination regulations. Whenever you need to know anything about the basic rules that apply to your generation, please refer to **PO2015**.
(PO = “Prüfungsordnung”):

<https://www.student.uni-stuttgart.de/pruefungsorganisation/pruefungsordnung/master-of-science/#A>



Since in Germany the official language is German, the PO is only legally valid in German. Therefore, an English translation is not provided. However, this Study Guide along with **FAQs - While Studying** (<https://www.waste.uni-stuttgart.de/download/FAQs-while-studying.pdf>) provided by the MSc WASTE Office and of course, the Course Director would provide support with any kind of questions you might have regarding the examination regulations.

1.6.2 Examination Office (Prüfungsamt)

The University of Stuttgart has one Examination Office that is responsible for handling all examinations of all study programs:

Examination Office of the University of Stuttgart
Campus Vaihingen
Haus der Studierenden, Pfaffenwaldring 5c
3rd Floor
70569 Stuttgart

Office hours (Campus Vaihingen):

Wed: 1:30 p.m. - 3:30 p.m.
Thu: 9:00 a.m. - 12:00 p.m.

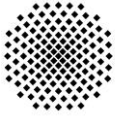
Online consultation hours

Mon: 1:30 a.m. - 2:30 p.m.
Fri: 10:00 a.m. - 11:00 a.m.



<https://www.student.uni-stuttgart.de/en/exams/student-service-examination-office/>

For any kind of question regarding e.g. registration for exams, de-registration from exams, transcript of records, etc. please talk to the Examination Office.



1.6.3 Type of Examinations (PO2015)

Generally, there are two types of examinations:

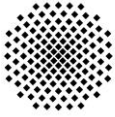
- **STUDIENLEISTUNGEN (SL)**
- **PRÜFUNGSLEISTUNGEN (PL)**

Studienleistung (SL)

- i. USL = *unbenotete Studienleistung* → Form of examination with no grade (only pass or fail)
- ii. USL-V = *Zulassungsvoraussetzung für Prüfungsleistung* → Pre-requisite for an examination
- iii. BSL = *benotete Studienleistung* → Innovative examination forms (e.g. case studies, portfolio)

Prüfungsleistung (PL)

- iv. PL = *Prüfungsleistung* → Classical module examination (written or orally)
- v. LBP = *lehrveranstaltungsbegleitende Prüfung* → Examination in the form of e.g. a seminar, paper



1.6.4 Registration of Exams

Please note: all registrations have to be done online via C@MPUS!

For more information on the registration deadlines, please visit:

<http://www.uni-stuttgart.de/pruefungsamt/termine/anmeldetermine/index.en.html>



If you fail to register examinations during the registration period at the Examination Office or via C@MPUS, then you will not be allowed to take these examinations! The Examination Office cannot accept belated registrations after the end of the registration period.

Please note: MSc WASTE does NOT provide for an automatic re-registration of re-examinations (1st retake) and second examinations (2nd retake). **This means that you also have to register for re-examinations and second examinations during the registration period.**

1.6.5 Repeating examinations

Regarding the repetition of examinations, we refer to the [WASTE FAQs - While Studying](#) (Section B: Examinations). But please be aware that you have only two written exam and one oral exam chance for one subject.

1.6.6 Free shot examinations

In case, you reached 48 credits studying WASTE perpetually until the beginning of the third semester, the examination regulations provide you with the possibility to repeat one (and only one) of the passed exams in order to improve your GPA. For further information, please contact the Examination Office.

1.6.7 De-registration

Depending on the type of examination, you are allowed to de-register (\$19 PO2015):

- **PL exams:** 7 days prior to the exam date without explanation
- **LBP exams:** until the end of the exam registration deadline without any explanation

The de-registration could be done online via C@MPUS without any further form; or at the Examination Office by filling up the **DECLARATION OF WITHDRAWAL**:

<http://www.uni-stuttgart.de/pruefungsamt/formulare/ruecktritt/index.en.html>



1.6.8 Further information

For more information regarding the exams, please refer to the [WASTE FAQs While Studying](#) (Chapter B: Examinations) and the respective [Flow Chart](#).



1.7 Official Academic Calendar:

The official academic calendar for every semester is published on the webpage of the university under the following link:

http://www.ia.uni-stuttgart.de/internat/studierende/practical/university/academical_calendar/index.en.html



1.8 Re-registration

Students wishing to continue their studies at University of Stuttgart must re-register at the beginning of each term. Your registration is only valid for one semester!

The dates on which you can register are fixed! The re-registration **must** take place within the following deadlines:

For winter semester: **July 15th - August 15th**
For summer semester: **January 15th - February 15th**

Detailed information:

<https://www.student.uni-stuttgart.de/en/organizing-studies/formalities/re-registration/index.html>



1.9 After studying

Before leaving Stuttgart, you have to go through some more formalities again. For more information on how to de-register, please visit:

<https://www.student.uni-stuttgart.de/en/organizing-studies/formalities/unenrollment/>





2. MSc WASTE Task Force

At German universities, the students are represented at university structures by three bodies:

- **STUVUS** (Representing the students in the academic parliament)
- **STUKO** (Our class speakers represent the program here for academic decisions)
- **FACHGRUPPE** (Trying to make the student life as convenient as possible with parties, advices and special services)

The students of MSc WASTE belong to the **Mach&Co Fachgruppe**. To connect with the Fachgruppe and therefore with the rest of the university, the MSc WASTE Task Force (Arbeitskreis, AK) was founded in 2014 as part of the Fachgruppe Mach&Co.

For further information on STUVUS and Mach&Co Fachgruppe, please visit:

<http://www.stuvus.uni-stuttgart.de/ueber-uns/willkommen/>
<http://fsmach.uni-stuttgart.de/>



AK WASTE in a nutshell:

- Event organization
- Financing of Events
- Managing the WASTE room
- Organization of Academic Activities such as workshops and excursions
- WASTE calendar

Since the Task Force is a relatively new structure, every suggestion and idea is welcome to improve it and make it as useful as possible for the students. If you like to organize and help to improve the MSc WASTE study program further on, just come get in touch with the MSc WASTE class speakers.





- As MSc WASTE student you might interact with your fellow classmates while working together in the **TASK FORCE**.
- Or, you might become **CLASS SPEAKER** - a challenging but at the same time very rewarding job.
- Or, coordinator of the MSc WASTE **NEWSLETTER**, you will learn a lot about writing and editing articles, teamwork and managing responsibilities and reporting back to the MSc WASTE Office.
- Or, you might want to engage as coordinator in the so-called MSc WASTE Intercultural Meetings - **WIMs**. These meetings are sponsored by the WASTE Club e.V. with the intention to foster the intercultural exchange (e.g. Indian, German, Venezuelan Nights, movie nights, and much more).





4. Good to know

4.1 Assistance and Counselling

4.1.1 International Affairs at the IZ

International Affairs at the IZ (Dezernat Internationales im IZ) is responsible for enabling and fostering international relations. It coordinates various programs with partner institutions throughout the world. Additionally, it acts as a center for advising both international and German students whose goal it is to study abroad. Their homepage is a valuable source of information:

www.ia.uni-stuttgart.de/index.en.html



4.1.2 Department of International Education Services

Your contact persons for general questions and problems regarding visa affairs, scholarships, accommodation, living and studying in Stuttgart as well as health insurance and financial aid:

Svenja Wübker

Advisor for International Degree and Double Master's Students
Vaihingen Campus, Pfaffenwaldring 60
Phone: 0711/ 685-68570
Fax: 0711/ 685-68600

Office hours:

Mon & Wed 2:00 p.m. - 4:00 p.m. (and upon request)
E-mail: wuebker@ia.uni-stuttgart.de



4.1.3 Department of Intercultural Training (IU)

The Department of Intercultural Training (Abteilung Interkultureller Unterricht) organizes the German language courses for international Master students. Your contact person is:

N.N. (room 0.010)

International Affairs at the IZ
Vaihingen Campus, Pfaffenwaldring 60
Phone: 0711/685-68564

E-mail: deutschkurse@ia.uni-stuttgart.de

4.2 Admissions Office for Foreign Citizens and EU-Citizens

The Admissions Office for Foreign Citizens and EU-Citizens (Studiensekretariat für Ausländer/innen und EU-Bürger/innen) is in charge of all study-related formalities (e.g. admission, enrolment, re-enrolment, de-registration, etc.) Depending on your home country, the contact person changes (please check in advance who is responsible in your case).

Admissions Office for Foreign Citizens and EU-Citizens

Studiensekretariat für Ausländer/innen und EU-Bürger/innen
Haus der Studierenden, Pfaffenwaldring 5c, 1st floor, room 1.026 - 1.027
70569 Stuttgart

Office hours:

Wed: 1:30 p.m. - 3:30 p.m.



Thu: 9:00 a.m. - noon

Telephone calling hours:

Mon: 1:30 p.m. - 3:30 p.m.

Tue: 10:00 a.m. - noon

Online consultation hour:

Fr: 10:00 a.m. - 11:00 a.m.

<https://www.student.uni-stuttgart.de/en/organizing-studies/admissions-office/index.html#id-faf90c89>



4.3 Accommodation

Normally students of the University of Stuttgart are provided with a tenancy agreement for two years. Unfortunately, this does not apply to the international Master's programs. Students have to move out after four semesters. A prolongation of the tenancy agreements is usually not possible because the program lasts four semesters and is supposed to be finished in that time.

In case you realize that you might study longer than 4 semesters, you **need to start looking for private accommodation in advance!** Under special conditions the WASTE Office could provide help for extended dorm contract for the 5th semester but this need to be done by the student 6 months in advance! The main contact at the Studierendenwerk for the MSc WASTE is Ms. Lia Schellhorn. Any request for an extension has to be done through the WASTE Office as we have to follow special conditions and terms!

Stuttgart is a very popular place to live. Anyone being acquainted with the city will quickly discover its best points and the diversity of its 23 municipal districts. It is not easy opting for one specific district. Would you prefer to live in a bustling city center? Or would you rather live in a rural area on the outskirts of the city?

Sometimes it is not easy finding a suitable apartment or house on the private market in Stuttgart. You can look for suitable accommodation, for example, on the Internet, in daily newspapers and advertisers or through flat-sharing agencies. In any case:

START SEARCHING AT LEAST 6 MONTHS IN ADVANCE!

Unfortunately, the MSc WASTE Office cannot provide you with any help. You have to search for a private accommodation on your own. Please have a look at the **Welcome Guide**. In addition, the following links might be useful:

4.3.1 Internet

Online portal for available accommodation

- [Stuttgarter Zeitung Immobilienmarkt](#)
- www.bg-stuttgart.de
- [ImmobilienSuchmaschine Stuttgart für Wohnungen, Häuser und Grundstücke](#)
- [ImmobilienScout24](#)
- www.immonet.de
- www.immowelt.de



- vermietungen.quoka.de
- immobilio.de: Meta-Suchmaschine für Wohnungen, WGs und Studentenzimmer
- www.wohnung-jetzt.de
- www.local24.de/suche/-/stuttgart/immobilien/

Flat-share room listings

- wg-gesucht.de: Wohnungen und WG-Zimmer
- www.die-wg-boerse.de
- www.wg-homepages.de
- biete-wg.de/

Student accommodation

- <https://www.studenten-wohnung.de/>
- www.studentenwohnungsmarkt.de
- [Internationales Studentenhotel](https://www.internationales-studentenhotel.de)
- <http://www.studierendenwerk-stuttgart.de/privatzimmervermittlung>
- <http://www.studierendenwerk-stuttgart.de/en/short-term-rent>

Stuttgart housing associations

- [Landes-Bau-Genossenschaft Württemberg eG \(LBG\)](https://www.lbg-wuerttemberg.de)
- <https://welcome.stuttgart.de/en/item/show/548366>
- <https://www.bauundheim.de/ansprechpartner.html>
- <https://www.gwg-gruppe.de/impressum>
- <https://www.fluewo.de/>
- <https://www.siedlungswerk.de/>
- <https://www.bwv-stuttgart.de/>

Cross-generational living - living and helping elderly citizens:

- <https://www.stuttgart.de/wohnen-mit-hilfe>

4.3.2 Daily Newspapers and Advertisers

You will find classified advertisements for flat shares as well as individual private apartments and rooms in the following newspapers or on the following websites:

- Accommodation advertisements normally appear in the Stuttgarter Zeitung and Stuttgarter Nachrichten on Wednesdays and Saturdays. (www.stuttgarter-zeitung.de or www.stuttgarter-nachrichten.de)





- The Stuttgarter Wochenblatt is delivered free of charge every Wednesday to all Stuttgart households. However, you can also purchase the newspaper at newspaper stands.
- The Stuttgarter Stadtanzeiger also has an online section with classified advertisements, which is geared towards the Stuttgart region and the neighboring towns and villages.
(www.stadtanzeiger.de)



4.3.3 Flat-sharing Agencies

If you need extra time to search for accommodation locally, you can receive information about suitable accommodation from flat-sharing agencies (a service that will help you to look for suitable accommodation). You can take advantage of this service for a fee of approximately 20% of the rental price.

HC24 Stuttgart GbR

Vogelsangstraße 23
70176 Stuttgart
Telephone: +49-(0)711-19445
www.hc24.de

Mitwohonzentrale Uwe Burger

Hauptstätterstr. 154
70178 Stuttgart (Marienplatz)
Telephone: +49-(0)711-60 05 77

Homerooms

Telephone: +49-(0)821-242 48 43
Mobile: +49-(0)163-772 02 85
E-mail: info@inter-hostel.com
www.homerooms.de

Wohnen auf Zeit 24

Weberstr. 20
72622 Nürtingen
Telephone: +49-(0)7022-78 95 60
E-mail: info@wohnenaufzeit24.de
<http://www.wohnen-auf-zeit-stuttgart.de>

ND Bed and Breakfast

Telephone: +49-(0)30-520 04 53 16
E-mail: info@nd-bed-breakfast.de
<https://www.urbanbnb.de/?lang=en>

4.4 Key Qualifications

Every semester - including winter and summer recesses - the language center offers a wide range of key qualifications like general and technical language courses as well as courses for special transferable skills, such as presentation and rhetorical skills in various languages.
All information is provided on their website.

<http://www.sz.uni-stuttgart.de/index.en.html>



Information on how to register for key qualifications is provided online:





<http://www.uni-stuttgart.de/campus/studierende/dokumentation/index.en.html>

4.5 Datacenter (TIK - Technischer Informations- und Kommunikationsdienst)

The university's data center (Technische Informations- und Kommunikationsdienste/TIK) provides a number of computer labs for student to use on Vaihingen campus and one in the library on city center campus. You will receive a user account and an e-mail address with your student ID card by mail.

TIK also manages the wifi network *eduroam* at the University of Stuttgart. It is possible to connect with the internet without the need for a separate VPN-Client. *eduroam* allows for all users of its network to connect all over Europe with their own account data while it does not matter at which location you want to connect. Therefore, you can connect at the Friedrich-Alexander-University at Nürnberg with your data from the University of Stuttgart. For more information, please visit their website:

www.tik.uni-stuttgart.de/dienste/zugang/wlan/eduroam.en.html

Help and information for users is offered at:

User's support (TIK-Benutzerberatung)

Support offer:

<https://www.tik.uni-stuttgart.de/en/support/>

E-Mail: support@tik.uni-stuttgart.de



4.6 Library

There are two large sites of the university library (Universitätsbibliothek - UB). The most important one for you is probably the one on campus Vaihingen:

Universitätsbibliothek Stuttgart
Zweigstelle Vaihingen
Pfaffenwaldring 55
70569 Stuttgart

<https://www.ub.uni-stuttgart.de/index.en.html>

Opening hours:

Mon - Fri	08:00 a.m. - 00:00 a.m.
Sat - Sun	10:00 a.m. - 00:00 a.m.





<https://www.ub.uni-stuttgart.de/wirueberuns/kontakt/index.html>

4.7 College sports (Hochschulsport)

Each semester the college sports (Hochschulsport) offers a wide range of sporting activities organized by students. There are also excursions such as skiing and sailing trips. Registration and payment are online.

For further information, please visit: <http://www.hochschulsport.uni-stuttgart.de/index.en.html>



4.8 Student Services (Studierendenwerk)

Studierendenwerk Stuttgart provides public services for the economic, social, medical and cultural support for students in German universities. They help to create a society based on equity. In cooperation with the University of Stuttgart and the surrounding city administrations, the Studierendenwerk Stuttgart improves the framework for higher education and aids in shaping university life.

<https://www.studierendenwerk-stuttgart.de/>



4.9 Welcome Center and Student Welcome Club Stuttgart

Located in the heart of Stuttgart, the Welcome Club Stuttgart (offered by the Welcome Center) is a great chance to meet students from Germany and all around the world. Join their get-togethers and mingle, make friends, or just discover the beautiful city of Stuttgart and what it has to offer you socially and professionally. They look forward to seeing you there every first Monday evening of every month at 7 p.m.!

Welcome Club Stuttgart

Weltcafé
Charlottenplatz 17
70173 Stuttgart

Upcoming events:

<https://welcome.region-stuttgart.de/en/welcome-service/events.html>

In addition to the Welcome Club, the Welcome Center offers a lot of interesting events. The MSc WASTE Office always informs about these events on the website or via Facebook.

Website of the Welcome Center: <https://welcome.stuttgart.de/>





4.10 Health Dictionary

The Deutsche Studentenwerk is the umbrella organisation of the 58 Studentenwerke in Germany. The Studentenwerke are partner organisations of the universities and support the ca. two million students with lots of help and services around their studies. Amongst others, they provide you with an illustrated Health Dictionary with information for Foreign Students in Germany:

<https://www.studierendenwerk-stuttgart.de/en/counselling/>



4.11 uni@staatstheater

As students you get major discounts at the Stuttgart State Theater, the Stuttgart Opera House as well as the Stuttgart Ballet.

Tickets:

Opera: EUR 8
Theater: EUR 7

How does it work?

Register only once for free on the Internet with your certificate of study (available on C@MPUS) and for a certain time it is possible to order the much cheaper student tickets via uni@staatstheater while stocks lasts.

For more information, please visit:

http://www.staatstheater-stuttgart.de/jung/uni_staatstheater/info/





5. WASTE Club e.V.

Dear students of generation 2023,

The WASTE Club Stuttgart e.V. warmly welcomes you at the University of Stuttgart. For most of you, studying abroad is a once in a lifetime experience and we hope you enjoy your stay in Germany. We are confident that during this exciting period in your life, you will learn a lot for your future career make new friends and benefit by evolving your personality.



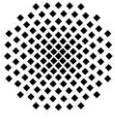
Students and professors founded the WASTE Club Stuttgart e. V. to support the international Master program “Air Quality Control, Solid Waste and Waste Water Process Engineering” (WASTE) with its students and its graduates / alumni. WASTE activities, e.g. the Graduation Ceremony and other festivities, are only possible because of the financial resources and manpower of the WASTE club network. The club and its activities are a result of the engagement and the spirit of its members.

Waste Club e.V. in a nutshell:

- Support of the study program, events and excursions;
- Support of the students;
- Networking with students, graduates, professors, lecturers, employees, organizations and promoters of the WASTE program,
- Provide information;
- Promote science, research and innovation

WASTE Club Stuttgart e.V.

c/o Institut für Feuerungs- und Kraftwerkstechnik (IFK)
Pfaffenwaldring 23,
70569 Stuttgart/Germany



Membership:

The members are students, alumni, teaching staff and employees as well as companies and institutions. Individuals or juristic persons can apply for the membership as a full member with voting right in the general meeting. It is also possible to be a sustaining member

Phone: +49 711 685 68947
Fax: +49 711 685 68277
E-Mail: info@waste.uni-stuttgart.de

We cordially invite you to become a member of the club and thus be a member of our ever-growing, lifelong and supportive network!

Finally, I would like to wish all of you every success in your studies at the University of Stuttgart.

Dr.-Ing. Ulrich Vogt
WASTE Club Stuttgart e.V.



6. Contact Details at a glance

6.1 MSc WASTE Office

MSc WASTE Course Director (Room 0.03)

Dr.-Ing. Carolina Acuña Caro
Institute of Combustion and Power Plant Technology (IFK)
Pfaffenwaldring 23
70569 Stuttgart

Phone: +49 711 685 689467

E-Mail: cd-waste@ifk.uni-stuttgart.de

MSc WASTE Course Manager (Room 0.04)

Laura Scheurer M.A.
Institute of Combustion and Power Plant Technology (IFK)
Pfaffenwaldring 23
70569 Stuttgart

Phone: +49 711 685 68936

E-Mail: cd-waste@ifk.uni-stuttgart.de

MSc WASTE Hiwis (Room 0.02)

Institute of Combustion and Power Plant Technology (IFK)
Pfaffenwaldring 23
70569 Stuttgart

Phone: +49 711 685 63494

E-Mail: info@waste.uni-stuttgart.de

6.2 International Affairs at the IZ

General questions regarding scholarships, accommodation, living and studying

International Affairs at the IZ
Vaihingen Campus, Pfaffenwaldring 60
Phone: 0711/ 685-68570

<https://www.uni-stuttgart.de/en/study/counseling/international/>

Office hours:

Mon & Wed 02:00 p.m. - 04:00 p.m.

Tue & Thu 10:00 a.m. - noon

(And by appointment)

Online Office hours:

Mon & Wed 10:00 a.m. - noon



Questions regarding German Intensive course and German classes:
Dr. Karin Herrmann (room 0.010)

International Affairs at the IZ
Vaihingen Campus, Pfaffenwaldring 60
Phone: 0711/685-68564
Fax: 0711/685-68586
E-mail: herrmann@ia.uni-stuttgart.de



Office hours:
Tues 10.00 a.m. - 12.00 p.m.

<https://www.uni-stuttgart.de/universitaet/organisation/personen/Herrmann-00003/>

6.3 Examination Office

Examination Office of the University of Stuttgart
Campus Vaihingen
Haus der Studierenden, Pfaffenwaldring 5c
3rd floor
70569 Stuttgart

Office hours (Campus Vaihingen):
Thu: 9:00 a.m. - 12:00 p.m.
Wed: 1:00 p.m. - 3:30 p.m.

Online consultation hours
Mon: 1:30 a.m. - 2:30 p.m.
Fri: 10:00 a.m. - 11:00 a.m.



<https://www.student.uni-stuttgart.de/en/exams/student-service-examination-office/>

6.4 Admissions Office for Foreign Citizens and EU-Citizens

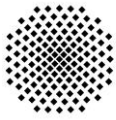
Admissions Office for Foreign Citizens and EU-Citizens
Studiensekretariat für Ausländer/innen und EU-Bürger/innen
Haus der Studierenden, Pfaffenwaldring 5c, 1st floor, room 1.026 - 1.027
70569 Stuttgart

Office hours:
Wed: 1:00 p.m. - 3:30 p.m.

Telephone calling hours:
Mon: 1:30 p.m. - 3:30 p.m.
Tue: 10:00 a.m. - noon



<https://www.student.uni-stuttgart.de/en/organizing-studies/admissions-office/index.html#id-faf90c89>



6.5 Language Center

Language center
Breitscheidstr. 2
70174 Stuttgart

Opening hours:

Mon: 10:00 a.m. - noon

Wed: 09:00 a.m. - 01:00 p.m.

<http://www.sz.uni-stuttgart.de/index.en.html>



6.6 Datacenter (TIK)

User's support (TIK-Benutzerberatung)

www.tik.uni-stuttgart.de/dienste/zugang/wlan/eduroam.en.html

Help and information for users is offered at:

User's support (TIK-Benutzerberatung)

Support offer:

<https://www.tik.uni-stuttgart.de/en/support/>

E-Mail: support@tik.uni-stuttgart.de



6.7 Student Services (Studierendenwerk)

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<https://www.studierendenwerk-stuttgart.de/>



6.8 Library

Universitätsbibliothek Stuttgart
Zweigstelle Vaihingen
Pfaffenwaldring 55
70569 Stuttgart

<https://www.ub.uni-stuttgart.de/index.en.html>

Opening hours:

Mon - Fri 08:00 a.m. - 10:00 p.m.

Sat - Sun 10:00 a.m. - 10:00 p.m.

<https://www.ub.uni-stuttgart.de/wirueberuns/kontakt/index.html>





Annex 1: Campus Maps

A1.1 Stadtmitte Campus / Vaihingen Campus

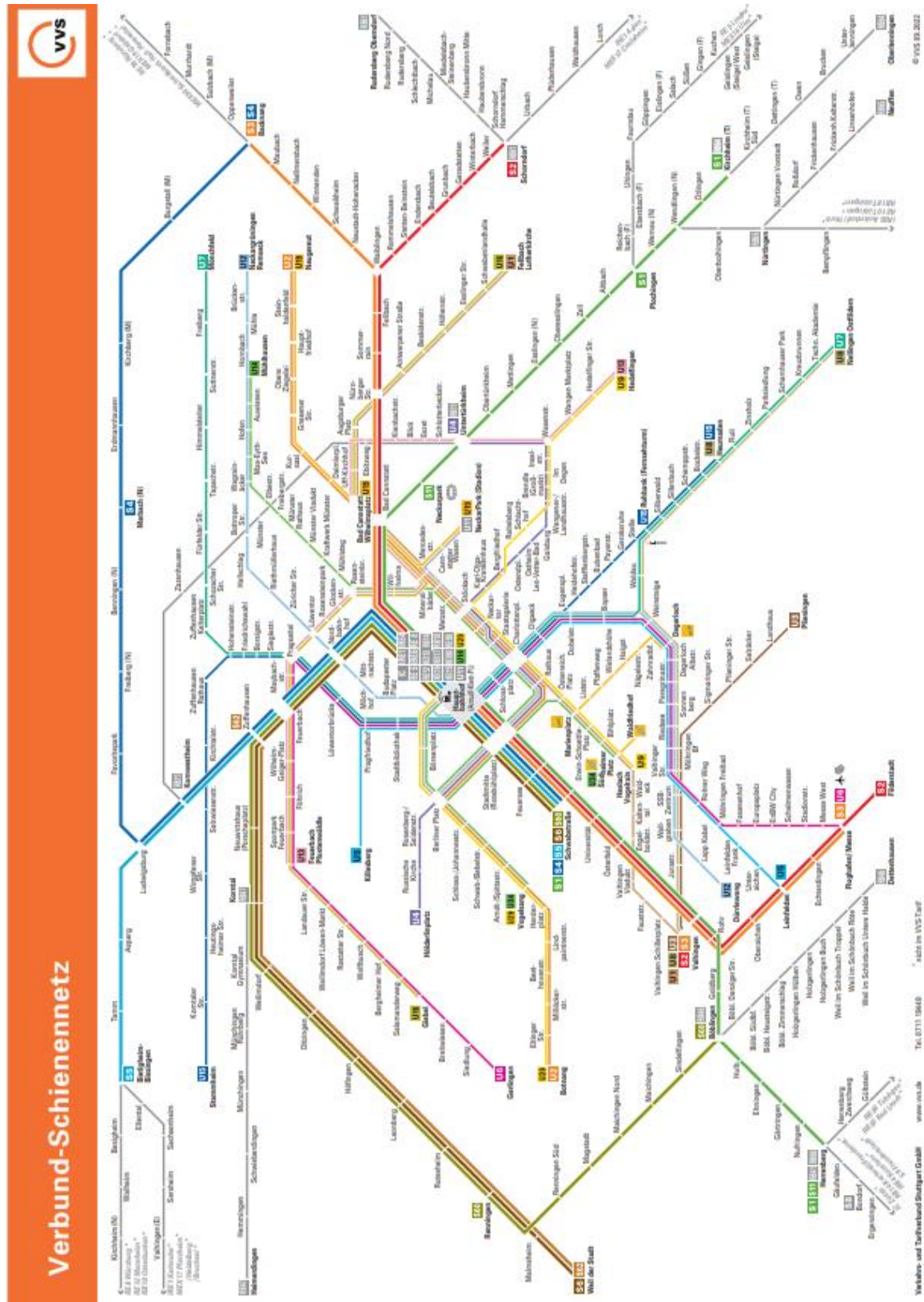
<https://www.uni-stuttgart.de/universitaet/lageplan/>





Annex 2: Public transportation

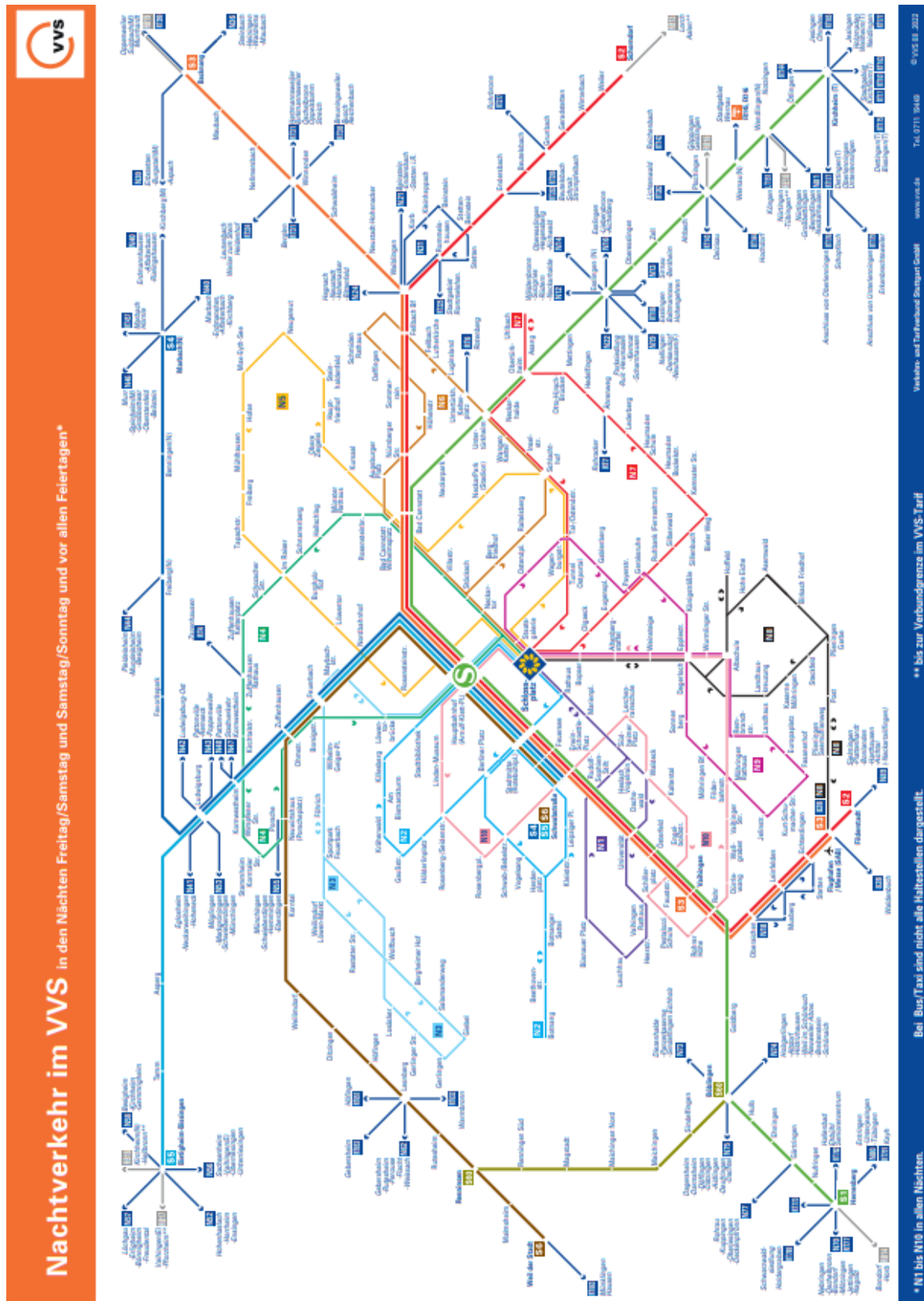
A2.1 Network (Verbund- und Schienennetz)



https://download.vvs.de/Verbund_Schienennetz.pdf



A2.2 Night bus (Nachtbus)



http://www.vvs.de/download/Nachtverkehr_im_VVS.pdf