

Welcome to the Faculty of Biological Sciences!

Your Deans Office

Dean:

Prof. Dr. Lars-Oliver Klotz

Vice Dean:

Prof. Dr. Thomas Winckler

Head:

Bernadett Hoppe

Your Study and Examination Office

Dean of Student Affairs:

Prof. Dr. Christina Brandt

Head:

Ulrike Kaiser

Colleagues:

Sandra Weiß (A-K)

Mandy Hornung (L-Z)

Consultant for

studies and teaching: Sandra Döhler



The Dean of Student Affairs is welcoming you
to the Faculty of Biological Sciences

University and Faculty in Numbers

Friedrich-Schiller-University:

10 Faculties
more than 17.000 students

Faculty of Biological Sciences:

8 Institutes and 5 additional Professorships,
16 Study programmes and approx. 2000 students

Numbers of enrollments in winter semester 2023/24*

Bachelor of Science

Biochemie/Molekularbiologie	62
Biologie	73
Ernährungswissenschaften	58

Bachelor of Arts

EF Biowissenschaften	7
EF Geschichte der Naturwissenschaften	3

Master of Science

Biochemistry	16
Evolution, Ecology and Systematics	25
Geschichte der Naturwissenschaften	0
Microbiology	16
Molecular Life Sciences	16
Ernährungswissenschaften	15

Lehramt Biologie

Gymnasium (StEx + Erweiterungsfach)	58
Regelschule (StEx + Erweiterungsfach)	16

Staatsexamen

Pharmazie	63
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**enrollment data from 04 October 2023
International enrollments are still running*



Master programmes

- **Biochemistry**
- **Evolution, Ecology and Systematics**
- **Geschichte der Naturwissenschaften***
- **Microbiology**
- **Molecular Life Sciences**
- **Ernährungswissenschaften***

Master of Science (M.Sc.)

Language of Instruction: **Englisch (German*)**

Standard time of study: 2 years, altogether 120 cp, per year 60 cp

First year:

- Basic modules (obligatory)
- Advanced modules (specialization; to be chosen from a list of modules; usually done online via Moodle; you will get detailed information before the choice takes place)

Second year:

- Project and Specialization modules (30 cp, practical work in preparation of the thesis)
- Master thesis (30 cp)

Documents of the study programmes

Documents available for every study programme:

Study regulations:

Duration of study, Objectives and structure, Scope and content of the Study programme, International mobility, Admission to individual modules, Evaluation of courses offered and Quality control

Examination regulations (ER):

Standard duration of study, Recognition of times of study, assessed and non-assessed coursework, Module examinations (general information about Dates/Deadlines), Grading of module examinations, Re-taking a module examination, Thesis, Certificate

Study plan (Module overviews and Module descriptions):

Content und structure of modules, Regulations for selection of modules

Recommendation: Make yourself familiar with the rules of your programme!



Link:
www.bio.uni-jena.de/en/spa-documents

Link:

<https://friedolin.uni-jena.de>

Friedolin – Online course administration

Service and Offers:

- Schedule of classes
- online module catalogue
- Dates
- Service-E-mail after succesful exam registration
- Overview about exam registrations
- List of achievements
- Transcript of Records
- Visa extention certificate

Responsibilities:

- careful use of password
- application for courses
- registration for exams
- control of exam registrations (obligation to cooperate)
- control of personal data (obligation to notify)
- in addition: control of FSU-webmail-account (obligation to use)

1.) before the start of the lecture period

2.) In the first 10 weeks of the lecture period

Friedolin – Online Study Administration

General rule:

The registration for courses and the registration for the corresponding exam are two different processes! Examinations may only be taken after exam registration!

Application for courses (contact: lecturers)

Ways to apply:

1. by „Apply for modules“ (recommended)
2. by „Schedule of classes“

Times to apply:

- as soon as the new semester appears
- in winter semester 2023/24: since 15 August 2023
- automatic seat allocation on 09 and 12 October 2023
- later applications are possible; but manual admission by lecturers mandatory

Friedolin – Online Study Administration

Registration for examinations (contact: Study and Examination Office)

Ways to register: 1st year: digitally in Friedolin by „Apply for exams“
2nd year: by application form (project/specialization modules, Thesis) to be found on the website of the Study and Examination Office

Times to register: during the first 10 weeks of the lecture period (in WS 23/24 from 16 October to 25 December 2023)

→ After that, the registration for the exam is binding!

Important:

1. Make sure that you are registered for all of your exams within the deadline!
2. Participation in exams is allowed after successful registration, only.
3. Look out for the e-mail confirmation after registration and save these e-mails.

- Homepage
- Schedule of classes
- Browse module descriptions
- Departments
- Members
- Facilities
- Dates
- Lectures today
- Lectures cancelled today

?? Help centre

Browse module descriptions

Important. Please read carefully!

Module descriptions can only be made available for the fields of study which have already been integrated into Friedolin.
The availability of individual subjects depends on the current status of implementation.

The appropriate examination office can gladly give you more information.

PDF-Versions

[A list of all Files you can find here.](#)

[▶ Top Level](#) ▶ [Moduls for Degree: 88 Master of Science](#) ▶ [Courses of Studies: Evolution Ecology and Systematics \(664\)](#) ▶ [Subject: Mark H Examination regulations version: 2018](#)

Please choose:

- Subject: Mark H Examination regulations version: 2018

- 📁 [Erläuterung zum Modulkatalog](#)

- + 📁 [MEES900 - PNr. 7000 ... T2 - Master Thesis MEES](#)

- + 📁 [MEES001 ... C1 - Basics in Evolutionary Research](#)

- + 📁 [MEES002 ... C2 - Ecology and Diversity](#)

- + 📁 [MEES003 ... C3 - Species Identification](#)

- + 📁 [MEES004 ... C4 - Experimental Design and Analysis of Biological Data](#)

- + 📁 [MEES005 ... C5 - Excursion EES](#)

- + 📁 [MEES006 ... E1 - Comparative Evolutionary Developmental Biology](#)

- + 📁 [MEES007 ... E2 - Evolution of Insects](#)

- + 📁 [MEES008 ... E3 - Morphology](#)

- + 📁 [MEES009 ... E4 - Human History](#)

- + 📁 [MEES010 ... E5 - Paleobiology of vertebrates](#)

- + 📁 [MEES011 ... E6 - History of Evolutionary Biology](#)

- + 📁 [MEES012 ... E7 - Collections in Biodiversity Research](#)

- + 📁 [MEES013 ... E8 - Plant Microevolution and Population Genetics](#)

- + 📁 [MEES009 ... E4 - Human History](#) ⓘ PDF

- + 📁 [MEES009 - PNr. 335591 ... E4 - Menschheitsgeschichte: Abschlussklausur](#)




- + 📁 [MEES009 - PNr. 335592 ... E4 - Menschheitsgeschichte: Leistungsnachweis zum Seminar](#)

Friedolin – Study Administration

[Logout](#) Friedu Schiller09 You are logged in as: ju58nov acti

- Homepage
- Apply for modules / Cancel application
- My schedules
- My lectures
- My module descriptions
- Apply for exams
- My exams
- Overview of Grades
- Progress Made
- Certificate of Student Status
- Information on Re-Registration
- Personal data
- Schedule of classes
- Browse module descriptions
- Departments
- Members
- Facilities
- Dates
- Lectures today
- Lectures cancelled today

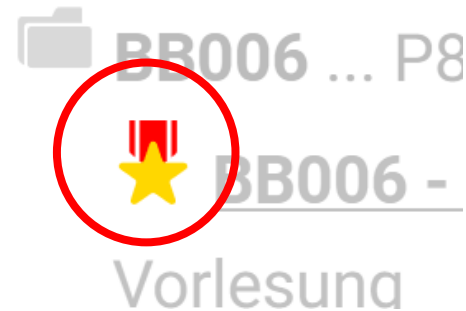
[?? Help centre](#)

 **MEES009 ... E4 - Human History**  

 **MEES009 - PNr. 335591 ... E4 - Menschheitsgeschichte: Abschlussklausur**

 **MEES009 - PNr. 335592 ... E4 - Menschheitsgeschichte: Leistungsnachweis zum Seminar**

Hint: another way to control a successful exam registration:



- „**talking signs**“ in „Registration/De-Registration of Exams“:

red-yellow sign
= **missing exam registration**
(„Sollprüfung“)

▼ Studierende

- Veranstaltungen - Belegung
- Veranstaltungen - Zeitpunkt der Belegung
- Belegwunsch Module - Modulprioritäten
- Veranstaltungen - Gruppenprioritäten
- Belegwunsch Module - Modul "wird dieses Semester n
- Veranstaltungen - Prioritäten nicht vollständig gesetzt
- Veranstaltungen - Belegung nicht möglich
- Belegung über Vorlesungsverzeichnis
- Veranstaltungen vormerken für Stundenplan
- Veranstaltungen - Belegung für Zweithörer
- Veranstaltungen - Belegung nach Stornierung
- Veranstaltungen - Abmeldung
- Veranstaltungen - Status AN nach Platzvergabe
- Mein Stundenplan
- Meine Veranstaltungen
- Was bedeuten die Fachkennzeichen H und N und die P
- Prüfungsanmeldung
- Ich kann mich nicht zur Prüfung anmelden
- Notenspiegel
- Anzeige des aktuellen Notendurchschnitts
- Studienbescheinigungen
- Persönliche Daten ändern
- Persönliche Daten fehlen
- Ich erhalte keine Informationsmails
- Probleme beim Erzeugen von PDFs
- Studierende der Medizin und Zahnmedizin

Who helps with study administration problems?

Project Digital Guides

- experienced students who inform, advise and support students with regard to digital tools
- Lea Rommel and Lilly Kilian, contact: fbw-lotse@uni-jena.de

Friedolin-Wiki

- Articles on all questions of study administration (German only)
- <https://wiki.uni-jena.de> → Campusmanagement → Friedolin - FAQs

Friedolin Help centre

- Explanatory videos, manuals and service desk
- <https://friedolin.uni-jena.de> → Help centre

Exams: the most important facts in a nutshell

Attempts: In general 3 attempts for each examination

Exam dates per semester: usually two dates per exam

1. Date at the end of the lecture period
2. Re-trial: until the next lecture period starts

Deadlines: Keep deadlines in mind and control your exam registrations in time!

Inform in time and regularly about exam dates/submission deadlines and results in your Friedolin account at „my exams“

- Failure to appear or hand in will be counted as an unsuccessful attempt.
- Automatic exam registration for exams that have to be repeated

Ability to take exams: To take an exam always declares your ability to take the exam – regardless of whether you are sick or not.

- The result of a taken exam is always valid.
- Therefore, only take an exam if you feel you are able to take it.
- If you are unable to take the examination due to illness, please have this confirmed by a doctor on the same day (use university form)

In case of problems: contact the Study and Examination Office in good time



Exam registration and Registration Deadline

Valid exam registration: is precondition for participating in the exam

Decision for or against taking an exam:

along with the exam registration within the registration deadline

- In winter semester 2023/24: **25 December 2023** or
- Before the first examination performance

Before expiry of the deadline:

- Module can be dropped (if no exam part has already been taken)
- De-registration is possible

After the deadline, the exam registration is binding:

- You are obliged to participate in the registered exams
- Withdrawal is allowed by application with justified reason, only.
- After withdrawal obligation to participate at the next possible exam date.
- Exam dates are available on „My exams“ in Friedolin.
- In case of missing exam dates or discrepancies please get in contact with the exam office.





Study and Examination Office of the Faculty of Biological Sciences

Address: Area of the former University hospital
Bachstraße 18k, 07743 Jena

Office hours: **personal appointments:**
by prior appointment via e-mail, only
(Mon morning and Thu afternoon)

Availability by phone:
Mon, Thu 09:00-10:00 a.m.
Mon 01:00-03:00 p.m.
Thu 01:00-04:00 p.m.

Dean of Student Affairs:
by appointment

Study and Examination Office of the Faculty of Biological Sciences

Responsibilities:

- Compliance and implementation of the study and examination regulations
- Organisation of exams
- Administration of exam results and examination files
- Proceeding applications (e.g. analogues exam registrations, prolongation of visa, applications to withdraw); if needed together with the dean of student affairs and/or the examination committees
- Receipt, dispatch and storage of the final theses
- Issuing of Certificates



Information from the Study and Examination Office

Homepage www.bio.uni-jena.de/en/spa

→ Contact persons, office hours etc.

Information for students www.bio.uni-jena.de/en/spa-info

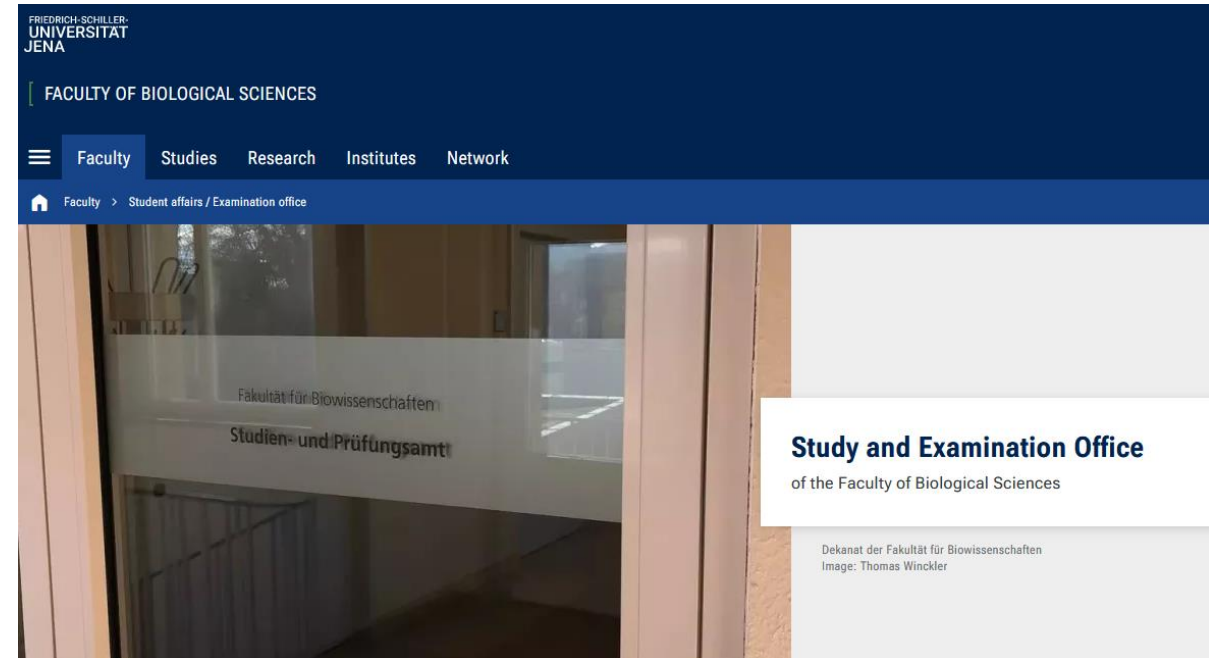
→ Application forms, further information, presentations of information events

FAQ - Frequently Asked Questions www.bio.uni-jena.de/en/spa-faq

→ FAQ on forms of and work on applications, examinations and their organization, Friedolin, special modules, Master's thesis

Study documents www.bio.uni-jena.de/en/spa-documents

→ Module catalogues, study plans, examination and study regulations of the degree programmes



Further contact persons

Subject Advisors

- For subject-related and organizational questions about the degree programme
- M. Sc. Biochemistry: Prof. Dr. Berit Jungnickel
- M. Sc. Ernährungswissenschaften: Prof. Dr. Stefan Lorkowski
- M. Sc. Evolution, Ecology and Systematics: Prof. Dr. Christine Römermann
- M. Sc. Geschichte der Naturwissenschaften: Prof. Dr. Christina Brandt
- M. Sc. Microbiology: Prof. Dr. Christian Jogler
- M. Sc. Molecular Life Sciences: Prof. Dr. Günter Theißen

Student Service Centre

- Administrative services related to your studies, the Central Student Advisory Service, *thoska* Office

International Office

- Advice for international students and stays abroad

Studierendenwerk Thüringen

- Housing, dining halls, counselling (social counselling, psychosocial counselling, legal counselling)





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Thank you for your kind attention!

**We wish you a good start
as well as
good luck for your studies!**

Your Faculty of Biological Sciences

