

Dear Students of the M.A. Political Science,

We would like to welcome you at the University of Mannheim!

According to various [rankings](#), the University of Mannheim is one of the leading universities in the field of political science in Germany. Therefore, you will have the opportunity to expand your knowledge and skills extensively over the next two years. This document is intended to make it easier for you to start your studies at our university by summarizing the most important information about the program and the organization of your studies. We would also like to encourage you to take part in our Orientation Week. You can find information about the program [here](#) on our website. Your [program manager](#) will be happy to answer any questions you may have regarding your studies. You will find her contact information at the end of this document.

We wish you a good start at the University of Mannheim!

I am Thomas Gschwend, Professor of Political Science and Academic Director of the MA program. I am looking forward to meeting you in the fall. I will teach the first course in our methods sequence, so you will hardly miss me 😊



*Credit: Anna Logue*

# Table of Contents

1.	Structure of the Program .....	4
2.1	International Politics .....	5
2.2	Comparative Politics .....	5
2.3	Advanced Quantitative Methods .....	5
2.4	Minor .....	5
2.5	Doctoral Studies .....	5
2.	Example Timetable 1. Semester .....	6
3.	Important Documents .....	7
4.1	Examination Regulations .....	7
4.2	Module Catalogue .....	7
5.	Preparatory Courses .....	7
	Math Refresher .....	7
6.	Research Internship.....	7
7.	Study Abroad.....	7
8.	Double Degree with Bocconi University .....	8
9.	Master's thesis .....	8
10.	Course Registration .....	8
11.	Schedule.....	9
12.	Exam Registration Period.....	9
13.	Exam withdrawal .....	9
14.	Compensation for Disadvantages.....	10
15.	Re-Registration .....	10
16.	Academic calendar.....	11
17.	Map of the campus .....	11
18.	Rooms.....	12
19.	Libraries .....	12
20.	IT.....	13
20.1	E-Mail .....	13
20.2	ecUM .....	13
20.3	Portal <sup>2</sup> .....	13
20.4	ILIAS .....	14
21.	Student Assistant Jobs .....	14
22.	Scholarships .....	14
23.	Public Transport.....	14
23.1	Deutschland-Ticket .....	14

23.2 “D-Ticket JugendBW” .....	14
23.3 VRN Nextbike .....	14
24. Accomodation .....	14
25. To Do’s in Mannheim .....	15
25.1 Schneckenhof .....	15
25.2 Sports .....	15
25.3 Cafeteria .....	15
26. Contacts .....	15
26.1 Student’s Representatives for Sociology and Political Science .....	15
26.2 Student Service .....	15
26.3 Program Manager .....	16
26.4 PBS Psychological Counseling .....	16

## 1. Structure of the Program

Here you can see your degree plan. You can also download the degree plan via this [link](#).

Sem.	Degree Plan M.A. Political Science		
1. Fall	<b>Module Quantitative Methods: 10</b> L Quantitative Methods: 8 S Tutorial Quantitative Methods: 2	<b>Module Game Theory: 10</b> L Game Theory: 8 S Tutorial Game Theory: 2	<b>Module Research Design: 8</b> L Research Design: 8
2. Spring	<b>Basic Module International Politics: 8</b> L International Politics: 8	<b>Basic Module Comparative Political Behaviour: 8</b> L Comparative Political Behaviour: 8	<b>Basic Module Comparative Government: 8</b> L Comparative Government: 8
	Choose one of three Research Modules		
	<b>Research Module International Politics: 24</b> AS Advanced Topics in International Politics: 8	<b>Research Module Comparative Politics: 24</b> AS Advanced Topics in Comparative Politics: 8	<b>Research Module Methods: 24</b> L Advanced Quantitative Methods: 6 S Tutorial Advanced Quantitative Methods: 2
3. Fall	AS Advanced Topics in International Politics: 8 AS Advanced Topics in Comparative Politics: 8	AS Advanced Topics in Comparative Politics: 8 AS Advanced Topics in International Politics: 8	AS Advanced Topics in Comparative Politics: 8 AS Advanced Topics in International Politics: 8
			<b>Basic Module International Political Economy: 8</b> L International Political Economy: 8
			<b>Research Internship: 8</b>
4. Spring	<b>Final Module: 28</b> Master Thesis: 26 K Colloquium: 2		

## 2.1 International Politics

The modules in International Politics are dedicated to two main areas: European politics and peace and conflict studies. They include courses on international politics and conflict analysis, regimes and international organizations, international political economy, globalization and international trade, human rights and civil wars.

## 2.2 Comparative Politics

Modules in Comparative Politics focus on actors such as decision-making institutions, political parties, stakeholders and social movements as well as civil society organizations. Other research interests lie in the field of political psychology, with modules addressing voting behavior, political participation, and attitudes toward the political system, as well as in the field of comparative government, which analyzes government formation, the parliamentary vs. the presidential system, and types of democracy.

## 2.3 Advanced Quantitative Methods

Courses in Quantitative Methods introduce students to strategies and tools they can employ to develop suitable statistical models tailored to their particular research questions. Some of the courses focus on methods of data collection and teach students how to design and implement surveys while others emphasize data analysis using methods such as linear and logistic regression models, basic principles of game theory, OLS estimation, fundamentals of statistics, maximum likelihood, and others.

## 2.4 Minor

Minors are not part of the curriculum in the MA Political Science.

## 2.5 Doctoral Studies

You can also obtain your doctoral degree at the University of Mannheim, either through a structured doctoral program or through individual study at a chair. If you are interested in pursuing a doctorate outside a structured doctoral program, please contact the respective professor who could potentially supervise your dissertation project. The [Center for Doctoral Studies in Social and Behavioral Sciences](#) (CDSS) administers structural doctoral programs in close collaboration with the School of Social Sciences at the University of Mannheim. At the end of your first year you can apply for an “[Associate Membership](#)” at the CDSS and take advantage of the [courses offered](#) by the Graduate School.

## 2. Example Timetable 1. Semester

M.A. Political Science first semester schedule 2025					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
<b>B1</b> 8:30-10:00			Quantitative Methods Lecture B 244 A5, 6 Bauteil B Prof. Dr. Gschwend	Quantitative Methods Tutorial* Room: A 102 Domantas Undzenas	
<b>B2</b> 10:15-11:45	Game Theory Lecture C 012 A5, 6 Bauteil C Prof. Dr. Bräuninger		Research Design Lecture B 318 A5, 6 Bauteil B Ph.D. Sean Carey		Quantitative Methods Tutorial* B 318 A5, 6 Bauteil B Muhammad Muhammad
<b>B3</b> 12:00-13:30					
<b>B4</b> 13:45-15:15			Game Theory Tutorial Room: B 244 A5, 6 Bauteil B David Avagian		
<b>B5</b> 15:30-17:00					
<b>B6</b> 17:15-18:45					

\*You only need to take one Tutorial per Lecture

### **3. Important Documents**

#### 4.1 Examination Regulations

You can download the Examination Regulations via this [link](#). Please familiarize yourself with the Examination Regulations at the beginning of your studies. They outline which coursework and examinations need to be completed by students. In addition, this document also contains information on examination deadlines, circumstances in which an examination can be re-taken, or the number of ECTS credits required to start the final thesis.

#### 4.2 Module Catalogue

Via this [link](#) you can download the Module Catalogue. You should have an extensive look at this document at the beginning of your studies to make sure that you have an overview of the courses you need to take during your studies.

### **5. Preparatory Courses**

#### Math Refresher

There will be an “Math Refresher” course offered in the first Fridays of the semester starting from the orientation week. We strongly recommend participating. Via this [link](#) you can find more information about the schedule and the content of the course.

### **6. Research Internship**

As part of your studies, you need to take an internship at a social science Research Institution. The duration of the internship is six weeks (210 hours of work). The institution can be an academic or a non-academic institution, but the internship needs to be research related. Our internship manager, [Gesine Götze](#), will provide you with [information](#) and decides upon the acceptance of internships.

As an alternative to the Research Internship, you can also visit a two-week summer school about empirically oriented social science research. Via this [link](#) you can find a list of the accepted schools.

### **7. Study Abroad**

The [international academic calendar](#) at the University of Mannheim offers you the opportunity to integrate a semester abroad easily into your studies. As in most cases, a semester abroad is possible without an extension of the duration of your studies and, it offers you the special opportunity to gain insights into the culture and education at a foreign university.

Students on the master's degree program in Political Science can choose from over 80 different exchange programs in more than 20 different countries. This includes a special program that enables students to spend a semester abroad at the New York University, the Washington University in St. Louis or the William Marsh Rice University in Texas.

Application deadline:

Destination	fall	fall & spring	spring
Europe	31 January of the year of the stay abroad	31 January of the year of the stay abroad	30 April of the year before the stay abroad
Overseas (North America, Middle and South America, Asia, Russia, Israel, Morocco, South Africa, Australia and New Zealand )	15 October of the year before the stay abroad	15 October of the year before the stay abroad	15 October of the academic year before the stay abroad

The application deadline for our special US programs (New York University, Washington University in St. Louis and William Marsh Rice University in Texas) is January 31<sup>st</sup>.

## **8. Double Degree with Bocconi University**

The University of Mannheim offers a [Double Degree Program](#) for Political Science master students with the University of Bocconi. With the international Double Degree Program, you will spend half of your period of study at the University of Mannheim and half at the University of Bocconi. At the end you will receive two degrees within two years. The application for the Double Degree is only possible after enrolment in Mannheim in the master's program Political Science until the end of your first semester (January 31st). You can send your application together with other applications for the semester abroad and prioritize the university choices accordingly. One advantage of this program is that you do not have to pay extra tuition fees and that you can apply for an [Erasmus scholarship](#).

## **9. Master's thesis**

At the end of your studies, you will have to write your master's thesis. Usually, students complete their master's thesis during their fourth semester while attending a master's thesis colloquium. The thesis is expected to have the format of a research article suitable for submission to an academic journal in the social sciences. The thesis needs to be registered by submitting the [registration form](#) to Student Services. You will have 21 weeks to complete your master's thesis with a maximum of 10,000 words. Other formal requirements are to be discussed accordingly with the supervisor.

## **10. Course Registration**

Within the registration period at the beginning of the semester (usually starting August 15 for the winter term and January 15 for the summer term), you have to register for all the courses you wish to take via [Portal](#)<sup>2</sup>. The registration period will additionally be



announced by email. In advance, you can already have a look at the course program via Portal<sup>2</sup> (Studying > Show university course catalog). There is no end deadline and no limitation of places for any of courses.

## **11. Schedule**

You can download your schedule via [Portal<sup>2</sup>](#). Log in with your username and password, click on *My Studies > Schedule > Term View* and export your schedule as PDF-Document.

## **12. Exam Registration Period**

When you [register for examinations](#), you specify the courses in which you actually want to take an examination and thus obtain ECTS points. The exam registration usually takes place online in the middle of the semester, usually in April (spring semester) and October (fall semester). The [exact registration period](#) will be determined by the [Student Services](#) and announced as soon as possible. Within this period, you need to register for all examinations that you want to take in the current semester. Regardless of the type of the examination (written exam, paper, homework etc) and regardless of whether the examination is graded or not.

If you fail a (written) exam on the regular examination date (no show = fail) or are unable to take an exam you are registered for due to a valid reason, you will be registered automatically to retake the exam on the alternate examination date of the semester in question by way of mandatory registration, provided you have further examination attempts left for the respective exam.

If you would like to retake the exam in question in a subsequent semester, you will have to register again on your own responsibility for the respective examination date in the desired semester. This also applies to examinations not taken in the form of a written exam. In these cases, you are required to sign up for a new course at the earliest opportunity and to register for the respective exam yourself. Please bear in mind that in most cases, you will have to wait a year until you can resit the exam in the event that you fail or do not take the exam.

Please find more information via this [link](#).

## **13. Exam withdrawal**

Students may change their registration for written exams from the regular to the alternate examination date or vice versa up to three days prior to the regular examination date (provided this is an option for the exam in question) via [Portal<sup>2</sup>](#). In order to make a change in registration please first withdraw from the respective exam in Portal<sup>2</sup> and then register again for the desired date. For more detailed information, please see [instructions](#). After this period, it is no longer possible to withdraw from the exam. It is then only possible to [request](#) to be de-registered from the exam provided that you have a valid reason such as illness (medical certificate or other relevant proof required).

Please note that this withdrawal option up to three days prior to the regular examination date only exists for written exams. For other examinations, such as term papers, there is a different deadline to withdraw from the examination. This deadline is significantly and will be published as soon as possible for each semester.

#### **14. Compensation for Disadvantages**

Students who are unable to take examinations in the intended form due to a disability or chronic illness have the opportunity to apply for compensation for disadvantages. The application should be submitted as early as possible, but no later than the end of the examination registration period. Please contact the [representative for students with disabilities or chronic illnesses](#) as soon as possible. The responsible examination board will decide on the application.

#### **15. Re-Registration**

To register for your next semester, you must transfer the [semester fee](#) as well as any additional tuition fees to the university [in due time](#):

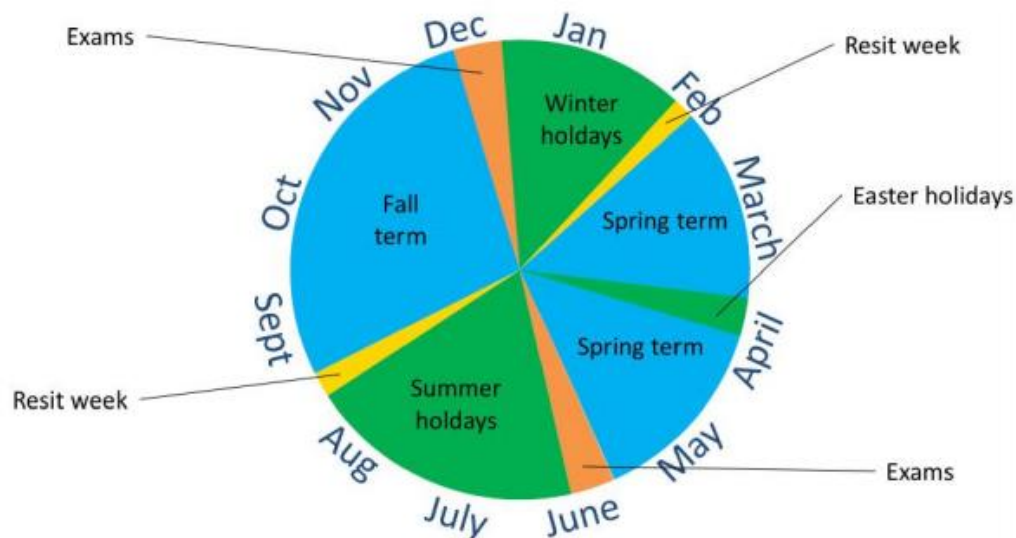
- Students from non-EU/EEA states who are required to pay tuition fees for international students need to pay an additional EUR 1,500.00.
- Students who are pursuing a second degree and are obliged to pay tuition fees need to pay an additional EUR 650.00.

Please transfer the amount to the [bank account of the University of Mannheim](#). As payment reference, please make sure to indicate your name, student ID number, and the semester for which you wish to re-register.

The total amount must be credited to the bank account of the University of Mannheim no later than on the last day of the re-registration period (for the spring semester no later than 1 December, for the fall semester no later than 15 June).

In the [student portal](#) under *Show my data and fees*, you can see which payments you have already made and which payments are still due.

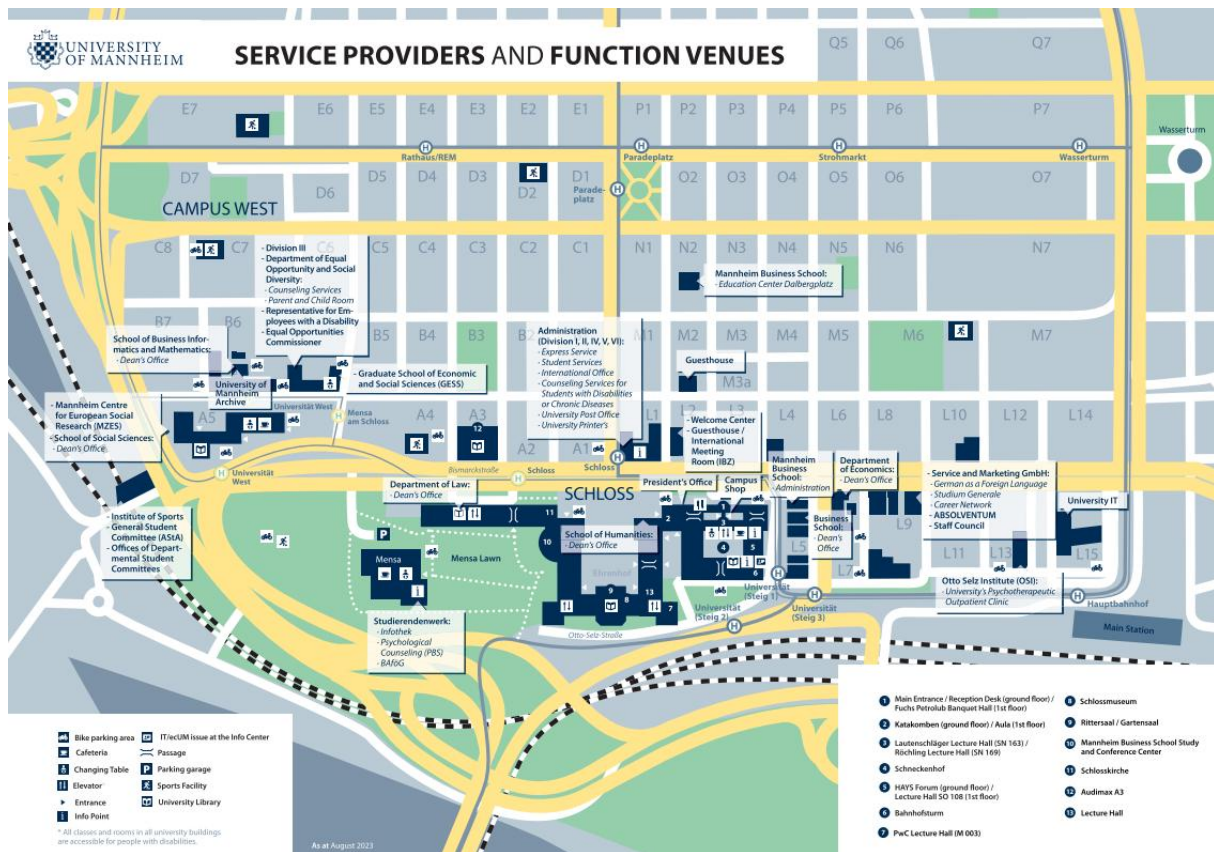
## 16. Academic calendar



The University of Mannheim has aligned its [academic calendar](#) with the international academic year. This means that lectures begin in September in the fall semester, and in February in the spring semester. The orientation weeks for first-year students and exchange students always take place in the week before the lecture period begins (usually last week of August). Via this [link](#) you can find the specific academic calendar for the next years.

## 17. Map of the campus

You can download the map of the campus via this [link](#).



## 18. Rooms

Sometimes it might be difficult to find the right room on the campus. Here you can find a short explanation on how to find the right room. The first part of the room number usually tells you the building, while the second part shows you the part of the building. The third part shows you the floor and the fourth part the room number.

**B6 A0.01** Place of the building – Castle is usually omitted

**A5 B244** Usually: component

**L7 001** Floor

**SN 169** Room number

**SO 108**

**M 003**

## 19. Libraries

At the University of Mannheim, you have the opportunity to study and work at 2060 workplaces in 6 libraries 7 days a week. This [link](#) provides information on the opening hours of the individual libraries. The University Library manages a total of 2.3 million media that are available for your use. In addition, the University Library offers various continuing education courses and tutorials where you can improve your information skills. This includes Guided tours, courses on subject-specific research, courses on

academic writing and research or online tutorials. You can find more information about these courses via this [link](#).



#### **Libraries:**

- 1 Schloss Schneckenhof Library
- 2 Schloss Ehrenhof Library
- 3 Central Lending Library Schloss Westflügel
- 4 A3 Library
- 5 A5 Library
- 6 Library administration

## **20. IT**

### 20.1 E-Mail

At the beginning of your studies, you should directly access your e-mail account provided by the university. Your communication with the university, i.e with the administration and lecturers, will take place via this e-mail account. Accordingly, important information will be made available to you through this e-mail account. You can find more information about the e-mail system by following this [link](#).

In addition, please create a signature with your name, your matriculation number, your program of studies and the start date of your studies to simplify administrative processes.

### 20.2 ecUM

Your [ecUM](#) is a multifunctional card. It's your student card, library card and payment card. Please find more information on how to activate your card for payment via this [link](#).

### 20.3 Portal<sup>2</sup>

Via [Portal<sup>2</sup>](#) you can organize your studies. You can for example find out about your exams, you can register and withdraw from exams, and view your grades. In addition, Portal<sup>2</sup> contains the course catalog and enables you to register for courses. You can log in with your "uni id" and your password.

## 20.4 ILIAS

[ILIAS](#) is the e-learning of the University of Mannheim. Through ILIAS you will have access to the course materials such as the slides or the mandatory readings. Most of the readings are uploaded there and there is usually no need to buy extra books.

## **21. Student Assistant Jobs**

A lot of students work as student assistants, or so called “Hiwis”. Usually, they do have a contract up to 19 hours per week (usually 8-10 hours/week) at the [university](#) or at one of the research institutes such as [MZES](#), [GESIS](#) or [ZEW](#).

## **22. Scholarships**

Scholarships provide students with financial support so that they are enabled to focus on their academic achievements and continue their voluntary work. Via this [link](#) you can find information about scholarships.

## **23. Public Transport**

### 23.1 Deutschland-Ticket

The “Deutschland-Ticket” costs 58 Euros per month and can be canceled monthly. You are entitled to use local public transport (2nd class) throughout Germany within each paid month. You can find more detailed information about the “Deutschland-Ticket” by following this [link](#).

### 23.2 “D-Ticket JugendBW”

If you are a student, under 27 years old and registered in Baden-Württemberg, you can buy the “D-Ticket JugendBW” for 365 euros - this ticket entitles you to use local public transport (2nd class) throughout Germany for one year. You can find more information under this [link](#).

### 23.3 VRN Nextbike

Due to a cooperation with VRN nextbike you can use the “nextbikes” to a special student rate. Please find more information on the activation of your account and the prices for the use of VRN nextbike via this [link](#).

## **24. Accommodation**

You have various opportunities to find suitable accommodation in Mannheim. One option is a room in the residence hall. The [Studierendenwerk Mannheim](#) has about 3,000 fully furnished rooms available in 17 different student residence halls. Via this [link](#) you can find an overview of all residence halls. The Studierendenwerk also offers a [private accommodation service](#). The private accommodation service is a way to find rooms, apartments, and flats offered on the private market free of charge. Mannheim has several private residence halls, some of which are sponsored by churches. Please apply directly at the respective residence hall. For more information, please see the relevant websites:



[Alfred-Delp-Haus](#), [Emilie-Hucht-Haus](#), [Kolpinghaus](#). Shared apartments on the private market are very popular among students. Every resident has a private room, but shares the kitchen and the bathroom. These platforms might help you to find what you are looking for: [HousingAnywhere](#), [WG-Zimmer und Wohnung](#), [WG-gesucht](#). You will find online offers for private apartments on various platforms such as [Quoka](#), [ImmobilienScout24](#), [Immowelt](#) or [WG-gesucht](#).

## **25. To Do's in Mannheim**

### 25.1 Schneckenhof

During the lecture period, the departmental student committees organize parties almost every Thursday at 9 p.m. at the Schneckenhof. The party teams of the departmental student committees set up, clean up, design flyers and posters, think of mottos and take care of selling pre-sale tickets. Via the Instagram account @schneckenhof.vs you can find information about the ticket pre-sales, the mottos and the dates of the next Schneckenhof.

### 25.2 Sports

The [Institute of Sports](#) offers different sport programs free of charge for students of the University of Mannheim. It's only necessary to book a [SportsCard](#) to be able to participate in the sport programs.

### 25.3 Cafeteria

From Monday to Friday, the cafeteria offers at least two different dishes. Via this [link](#) you can find the current menu at the Mensa am Schloss.

## **26. Contacts**

### 26.1 Student's Representatives for Sociology and Political Science

The Student's Representatives for Sociology and Political Science represent the students interests at the faculty level. In addition, they take on the organization of the Schneckenhöfe, as well as the organization of certain events and trips. Being part of the Student's Representative is a voluntary activity in which anyone can participate. The meetings always take place on Tuesdays, the room will be announced on Instagram (@sopo.fbv). You can contact the Student Representatives via Instagram, email ([info@fbvsopo.de](mailto:info@fbvsopo.de)) or drop by their office in Parkring 39.

### 26.2 Student Service

The Student Service can help you with issues such as the enrollment or the examination registration. In addition, they hand out official study related documents or register a leave of absence.

Last name A-M

Inese Vieško (she/her)

Phone: +49 621 181-1192

E-mail: [studienbuero-politik@uni-mannheim.de](mailto:studienbuero-politik@uni-mannheim.de)

Open consultation hour: Tuesday 9:00 a.m. – 11:00 a.m.

Last name N-Z

Claudia Stepken (she/her)

Phone: +49 621 181-1193

E-mail: [studienbuero-politik@uni-mannheim.de](mailto:studienbuero-politik@uni-mannheim.de)

Open consultation hour: Tuesday 9:00 a.m. – 11:00 a.m.

You can also book a consultation hour via this [link](#)

### 26.3 Program Manager

Tba

Phone: +49 621 181-1826

E-mail: [politicalscience@uni-mannheim.de](mailto:politicalscience@uni-mannheim.de)

Consultation hour(s) to book online: tba

### 26.4 PBS Psychological Counseling

You can find the contact information via this [link](#).