



M. A. Sociology 2026

Student Handbook

Table of Contents

1. Introduction	4
Dear Students,	4
2. Structure of the Program	5
2.2 <i>Foundations of Sociological Theory</i>	5
2.3 <i>Cross-Sectional Data Analysis</i>	5
2.4 <i>Advanced Research Methods</i>	5
2.5 <i>Research Design</i>	6
2.6 <i>Research internship</i>	6
2.7 <i>Research Project</i>	6
2.8 <i>Doctoral Studies</i>	6
3. Important Documents	6
3.1 <i>Module Catalogue</i>	6
3.2 <i>Examination Regulations</i>	6
4. Study Abroad	7
5. <i>Master's thesis</i>	7
6. <i>Course Registration</i>	7
7. <i>Schedule</i>	7
8. Exam Registration Period	7
9. Exam withdrawal	8
10. Compensation for Disadvantages	8
11. Re-Registration	9
12. Academic calendar	9
13. Map of the campus	10
14. Rooms	10
15. Libraries	11
16. IT	11
16.1 <i>E-Mail</i>	11
16.2 <i>ecUM</i>	11
16.3 <i>Portal²</i>	12
16.4 <i>ILIAS</i>	12

17. Student Assistant Jobs	12
18. Scholarships	12
19. Public Transport	12
19.1 <i>Deutschland-Ticket</i>	12
19.2 <i>“D-Ticket JugendBW”</i>	12
19.3 <i>VRN Nextbike</i>	13
20. Accomodation.....	13
21. To Do’s in Mannheim.....	13
21.1 <i>Schneckenhof</i>	13
21.2 <i>Sports</i>	13
21.3 <i>Cafeteria</i>	13
22. Contacts.....	14
22.1 <i>Student’s Representatives for Sociology and Political Science</i>	14
22.2 <i>Student Service</i>	14
22.3 <i>Program Manager</i>	14
22.4 <i>PBS Psychological Counseling</i>	14
22.5 <i>Studying in Special Circumstances</i>	14

1. Introduction

Dear Students,

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 social sciences 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 Dr. Claudia Eckhardt-Kamps 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!

2. Structure of the Program

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



Sem.	Degree Plan M.A. Sociology (Fall 2020)			ECTS
1. Fall	Sociological Research Fields: 30 ECTS Electives: Seminar: 6	Foundations of Sociological Theory: 9 ECTS L Foundations of Sociological Theory: 6 S Tut. Foundations of Sociological Theory: 3	Cross-Sectional Data Analysis: 9 ECTS L Cross-Sectional Data Analysis: 6 S Tut. Cross-Sectional Data Analysis: 3	24
2. Spring	Electives: Seminar: 6 Electives: Seminar: 6	Research Project: 18 ECTS Seminar Research Methods: 6 S Tut. Exemplary Empirical Studies: 3	Advanced Research Methods: 9 ECTS L Longitudinal Data Analysis: 6 S Tut. Longitudinal Data Analysis: 3	30
3. Fall	Electives: Seminar: 6 Electives: Seminar: 6	Seminar Research Project: 6 Colloquium: 3	Research Design: 15 ECTS L Research Design: 6 S Tut. Research Design: 3 Research Traineeship (6 weeks): 6	36
4. Spring	Master Thesis: 30 ECTS Master Forum Day: 1 Colloquium: 3 Thesis Writing: 26			30
Total				120

2.1 Sociological Research Fields

Within the module Sociological Research Fields, you may choose five elective seminars (1st – 3rd semester) from different areas of concentration, such as Social Inequality & Stratification, Sociology of Migration, Comparative Welfare State Analysis, Labor Relations, Organizational Theory, Networks & Segregation, Economic Sociology, Fertility & Family Formation, Sociology of Education, Labor Markets & Occupations or Ethnic Inequality & Segregation and Social Psychology.

2.2 Foundations of Sociological Theory

The module Foundations of Sociological Theory covers central aspects of sociological theory development and its foundations based on scientific theory. It offers an overview of the methodology of sociological explanations and the central, general components of sociological theories in research.

2.3 Cross-Sectional Data Analysis

In Cross-Sectional Data Analysis, procedures for cross-sectional regression analysis (linear and categorical) are covered at an advanced level.

2.4 Advanced Research Methods

The module Advanced Research Methods consists of a lecture and an exercise course. While students are taught how to analyze event history data and panel data during the lecture, they learn practical research methods using secondary data and information from other sources during the exercise course.

2.5 Research Design

The module Research Design encourages students to develop a suitable research design for a specific research question (particularly with regard to the master's thesis), and to select and use available resources.

2.6 Research internship

A mandatory research internship is designed to offer hands-on experience in empirical research. Students may substitute the internship with attending a summer school program or working as a student assistant. Our Internship Office will assist students in finding internship positions and summer school programs that are in line with their interests.

2.7 Research Project

During the Research Project, students first attend the Seminar in Research Methods. In the seminar, they will deepen and extend their knowledge of advanced methods of empirical social research, preparing them for the subsequent Research Project Seminar. During the exercise course in Exemplary Empirical Studies, explanation approaches are evaluated using exemplary new publications, and formal and stylistic standards for academic texts are taught. In the concluding Research Project Seminar, students prepare an empirical-analytical study in a focus area of sociological research.

2.8 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. Research and teaching take an empirical-analytical approach, which is informed by theory and relies on quantitative methods.

3. Important Documents

3.1 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.

3.2 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 retaken, or the number of ECTS credits required to start the final thesis.

4. 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 Sociology can choose from over 60 different exchange programs in more than 21 different countries.

5. Master's thesis

Students complete their master's thesis usually during their fourth semester. The thesis is expected to have the format of a research article suitable for submission to an academic journal in the social sciences. Research questions, research designs, and initial empirical findings are presented during the Master's Forum Day. While they write their master's thesis, students also attend a colloquium. Our school is deeply committed to mentoring students as they take this important step toward a successful academic career.

6. Course Registration

Within the registration period at the beginning of the semester, you have to register for all the courses you wish to take via [Portal²](#). The registration period will be announced by email. In advance, you can already have a look at the course program via [Portal²](#) (Studying > Show university course catalog). The time of your registration within the registration period is usually not relevant for the allocation to the individual courses.

After the registration deadline, the course will be distributed. Please note that the status 'registered' does not mean that you have been admitted to the course. You are only registered for a course when the status 'admitted' is displayed.

7. Schedule

You can download your schedule via [Portal²](#). Log in with your username and password, click on My Studies > Schedule > Term View and export your schedule as PDF-Document.

8. 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](#).

9. 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 Portal². In order to make a change in registration please first withdraw from the respective exam in Portal² 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.

10. 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.

11. 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](#):

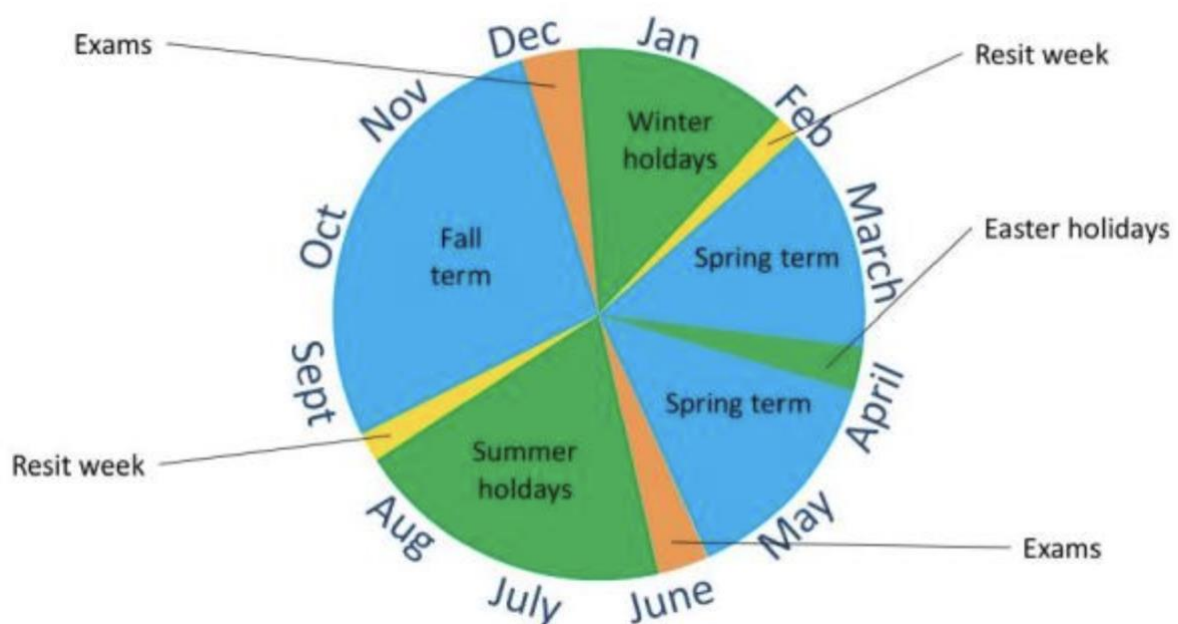
- Students from non-EU/EEA states who are required to pay tuition fees for international students need to pay an additional EUR 1,500.00.
- Students who are pursuing a second degree and are obliged to pay tuition fees need to pay an additional EUR 650.00.

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.

12. Academic calendar

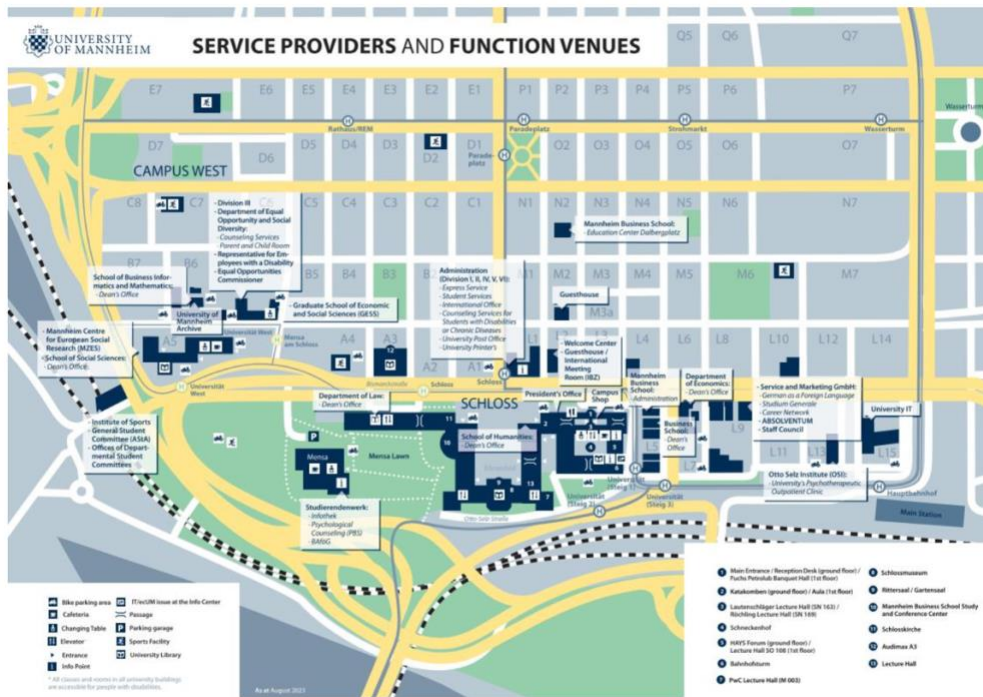


The University of Mannheim has aligned its [academic calendar](#) with the international academic year. This means that lectures begin in September in the fall semester, and in February in the spring semester. The orientation weeks for first-year students and

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.

13. Map of the campus

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



14. 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

SO 108

Room number

M 003

15. 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



16. IT

16.1 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.

16.2 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](#).

16.3 Portal²

Via [Portal2](#) 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, Portal2 contains the course catalog and enables you to register for courses. You can log in with your “uni id” and your password.

16.4 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.

17. 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](#).

18. 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](#).

19. Public Transport

19.1 Deutschland-Ticket

The “[Deutschland-Ticket](#)” costs 63 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.

19.2 “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 45 euros monthly - this ticket entitles you to use local public transport (2nd class) throughout Germany for one year. You can find more information under this [link](#).

19.3 VRN Nextbike

Due to a cooperation with [VRN nextbike](#) you can use the “nextbikes” to a special student rate (30 Minutes Free per Day). Please find more information on the activation of your account and the prices for the use of VRN nextbike via this [link](#).

20. Accomodation

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. 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](#).

21. To Do's in Mannheim

21.1 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.

21.2 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.

21.3 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.

22. Contacts

22.1 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) or drop by their office in Parkring 39.

22.2 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.

Inese Vieško (she/her)

Phone: +49 621 181-1192

E-mail: studienbuero-soziologie@uni-mannheim.de

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

22.3 Program Manager

Dr. Claudia Eckhardt-Kamps (she/her)

Phone: +49 621 181-2188

E-mail: sociology@uni-mannheim.de

Consultation hour(s) to book online: <https://www.sowi.uni-mannheim.de/beratungen/claudia-eckhardt-kamps/>

22.4 PBS Psychological Counseling

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

22.5 Studying in Special Circumstances

For questions about studying with a disability, a chronic illness, caregiving responsibilities, or while raising children, the Student Information Coordination Office is available to provide advice and information.

Caterina Katzer

Coordinator for Students with Disabilities or Chronic Illnesses

L1, 1 Room 117

E-Mail: besondere.lebenslagen@uni-mannheim.de

Consultation appointments can be scheduled through the [website](#).