Introduction Event
M.A. Sociology

Katharina Heck, M.A.
Program Manager & International Coordinator Sociology
School of Social Sciences, Dean‘s Office
Welcome
to the University of Mannheim and to the
Master‘s degree program
in Sociology

Congrats!
Topics for Today

I. School of Social Sciences & Contact points

II. M.A. Sociology, Course & exam registration

III. Internship & Studium Generale

IV. Study Abroad

V. Further Information / Upcoming Events
General Information

School of Social Sciences

- Departments: Political Science, Sociology and Psychology
- **Academic staff:**
  - 42 Professors
  - 120 scientists
  - 1,600 students
- **Dean**: Prof. Dr. Michael Diehl
- Dean’s Office located in A5,6
General Information

Department Sociology

- 13 Chairs (Professors & Junior Professors)
- Academic Staff, Non-Academic Staff, Secretaries, Student Assistants
- Several Research Institutes (SFB 884, MZES, GESIS)
Information & Contact

Program Manager

• Student counselling
• Organization of course registration
• Study abroad counselling

Katharina Heck, M.A.

soc@sowi.uni-mannheim.de
Phone: +49 621-181 2188
Building A5,6, Rom A416
Office Hours:
Tue: 3-4 p.m., Wed: 10-11 a.m.
The staff of Student Services is there to help you with the various aspects of academic administration:

- Enrollment/Deregistration
- Hand out official study related documents
- Register leave of absence
- Examination organization/registration

Fabian Pfeiffer
Studienbüro II (B.Sc./M.Sc. Psychologie | B.A./M.A. Soziologie / Sociology | Master of Laws (LLM) | Master of Comparative Business Law (MCBL))

Universität Mannheim
Dezernat II - Studienangelegenheiten
L 1, 1 – Raum 127
68161 Mannheim

Tel.: +49 621 181-1195
Fax: +49 621 181-1187
E-Mail: pfeiffer(at)verwaltung.uni-mannheim.de

Sprechstunde:
Mo 9–12 Uhr und Mi 14–17 Uhr (ohne Anmeldung)
Team International Degree-Seeking Students

University of Mannheim
Division II - Student Affairs
International Office
L 1, 1
68161 Mannheim

Phone: +49 621 181-1155
E-mail: degree-seekings(at)uni-mannheim.de

Internship Office

Gesine Götze, M.A.
Praktikumsmanagerin für nationale Angelegenheiten

Universität Mannheim
Fakultät für Sozialwissenschaften
A 5, 6
Bautell A – Raum A 414
68159 Mannheim

Tel.: +49 621 181-1982
Fax: +49 621 181 1997
E-Mail: gesine.goetze(at)sowi.uni-mannheim.de

Sprechstunde:
Di 14–15 Uhr und Mi 15–16 Uhr oder nach Vereinbarung

Anne Scheuing, M.A.
Praktikumsmanagerin für internationale Angelegenheiten

Universität Mannheim
Fakultät für Sozialwissenschaften
A 5, 6
Bautell A – Raum A 414
68159 Mannheim

Tel.: +49 621 181-1942
Fax: +49 621 181-1997
E-Mail: anne.scheuing(at)sowi.uni-mannheim.de

Sprechstunde:
Mo 14–15 Uhr oder nach Vereinbarung
Advice and Services

Advice Services Directory
You need advice but do not know who to turn to?
Our navigation tool will help you find the right advisor.

I am

- a student
- an exchange student (Incoming)
- a prospective student
How to write an email

- Name
- Study program
- Semester/Intake
- Matriculation number
**Topics for Today**

<table>
<thead>
<tr>
<th>I. School of Social Sciences &amp; Contact points</th>
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</thead>
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<td>II. M.A. Sociology, Course &amp; exam registration</td>
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<td>III. Internship &amp; Studium Generale</td>
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<td>IV. Study Abroad</td>
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<td>V. Further Information / Upcoming Events</td>
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</tbody>
</table>

University of Mannheim, School of Social Sciences, Dean’s Office

[www.sowi.uni-mannheim.de](http://www.sowi.uni-mannheim.de)  |  [soc@sowi.uni-mannheim.de](mailto:soc@sowi.uni-mannheim.de)
Master‘s degree program

M.A. Sociology

• four semesters
• 7 modules
• each semester, you are required to achieve around 30 ECTS.
• 1 ECTS point equals to 30 hours of work
# M.A. Sociology: Study Structure

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Colloquium (2SWS): 3 ECTS</td>
<td></td>
<td>Research Traineeship (6 wks): 6 ECTS</td>
<td>36</td>
</tr>
<tr>
<td>4</td>
<td>Master Thesis: 30 ECTS</td>
<td>Master Forum Day (1 Day): 1 ECTS</td>
<td></td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>Colloquium (2SWS): 3 ECTS</td>
<td>Master Thesis Writing: 26 ECTS</td>
<td></td>
<td>total 120</td>
</tr>
</tbody>
</table>

**Total ECTS:** 120
M.A. Sociology: Study Structure

1st Semester

- "Foundations of Sociological Theory"
  - Lecture and Tutorial
- "Sociological Research Fields"
  - 1 Seminar; you can choose between:
- Analysis of Survey Data
  - Lecture & Tutorial Cross Sectional Data Analysis

Prof. Dr. Frank Kalter
Prof. Dr. Thomas Gautschi
M.A. Sociology: Study Structure

2nd Semester

• “Advanced Research Methods“
  – Lecture: Longitudinal Data Analysis
  – Tutorial: Longitudinal Data Analysis

• „Research Project“
  – Seminar in Research Methods
  – Tutorial: Exemplary Empirical Studies

• „Sociological Research Fields“
  – 2 Elective Seminars
M.A. Sociology: Study Structure

3rd Semester

• „Research Design“
  – Lecture: Research Design
  – Tutorial: Research Design

• „Research Project“
  – Seminar in Research Methods
  – Tutorial: Exemplary Empirical Studies

• „Sociological Research Fields“
  – 2 Elective Seminars

Prof. Dr. Frauke Kreuter
Module: Master Thesis

- Preparation and production of the master's thesis. Research questions, research designs and initial empirical findings are presented during the Master's Forum Day. The colloquium accompanies the production of the master's thesis.
- Max. 10,000 words (including a bibliography)
- Time frame: 21 weeks
- Usually, the master thesis is registered each year by February 1st
# M.A. Sociology: Study Structure

<table>
<thead>
<tr>
<th>Semester</th>
<th>Sociological Research Fields: 30 ECTS</th>
<th>Foundations of Sociological Theory: 9 ECTS</th>
<th>Cross-Sectional Data Analysis: 9 ECTS</th>
<th>ECTS/Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Electives: Seminar (2SWS): 6 ECTS</td>
<td>Seminars, Workshops, Discussions: 6 ECTS</td>
<td>Workshops, Discussions: 6 ECTS</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>Electives: Seminar (2SWS): 6 ECTS</td>
<td>Seminar in Research Methods (2SWS): 6 ECTS</td>
<td>Seminar in Research Methods: 6 ECTS</td>
<td></td>
</tr>
</tbody>
</table>

|----------|--------------------------|------------------------------------------|-------------------------|---------------|

| Semester | Colloquium (2SWS): 3 ECTS | Research Traineeship (6 wks): 6 ECTS | | ECTS/Semester |
|----------|--------------------------|-------------------------------------||---------------|
| (3)      | Master Thesis: 30 ECTS   | Master Thesis Writing: 20 ECTS      | | 36            |
|          | Master Forum Day (1 Day): 1 ECTS | | |               |
|          | Colloquium (2SWS): 3 ECTS | | |               |

| Semester | Master Thesis Writing: 20 ECTS | Research Traineeship (6 wks): 6 ECTS | | ECTS/Semester |
|----------|--------------------------------|-------------------------------------||---------------|
| (4)      | 30 ECTS                       | 30 ECTS                             | | 30            |

**Total**: 120 ECTS
M.A. Sociology

Prerequisites

• **Seminars in Social Psychology:**
  • at least 12 ECTS in Social Psychology during undergraduate studies

• **Master Thesis:**
  • at least 70 ECTS have to be achieved before registering the Master Thesis
M.A. Sociology

Study Duration

- The regular study duration is **four** semesters
- The maximum study duration is **seven** semesters
Please read these documents carefully:

- Program Schedule
- Module Catalogue
- Examination Regulation
User account/password

• With your enrollment certification you will find:
  • User account
  • Initial password
  • E-mail-address and alias
• You will need to change the password:
  • https://passwort.uni-mannheim.de
  • Define your security question first!
  • Change your password
  • Look at your E-mail-addresses
M.A. Sociology

Portal²

- http://portal2.uni-mannheim.de
- Course registration
- Course catalogue
- Timetable
- Exam registration
  - Independent from course registration!
- Transcript of records
- Direct link to e-learning groups
Exam Registration

Student Services
Exam registration → credits / ECTS

Program Manager
Course registration: attendance

University of Mannheim, School of Social Sciences, Dean’s Office
www.sowi.uni-mannheim.de | soc@sowi.uni-mannheim.de
You have to register yourself in the student portal for all exams, homework, papers, or presentations.

No registration, no examination 😊

Exam dates are available online.

Examination registration
- October 10 – October 24

Examination period
- December 8 – December 21

Please read this website carefully!
Exam De-Registration

- **Exam withdrawal** is possible until **2 days before the exam** *(please re-check date on website)*
- After that date, deregistration from an exam is possible at the Student Services only if
  - you can present valid reasons and include relevant proof,
  - you are unable to take the exam due to illness. Only with medical certificate!
- If you fail to withdraw from the exam within the period described, the exam will be marked as fail (5.0) on your transcript!
- Information about exam withdrawal and de-registration is available [online](#). Application forms are available [here](#)
Organizing your Studies

Schedule

- You can generate your schedule in the student portal
- Log in with your username and password
- Click on My Studies > Schedule > Term View
- Export your schedule as PDF-Document
Mein Portal²

Begrüßung Portal²

Herzlich willkommen!
Wir begrüßen Sie herzlich im Portal², dem Campus Management System der Universität Mannheim.

Newsfeed Universität Mannheim

EEA Jahreskongress vom 24.-27. August
Nachricht vom 25.08.2015 um 12:12 Uhr
Dear Students,

welcome to Portal², the new Campus Management System at the University of Mannheim.
M.A. Sociology

Struktur der Prüfungsordnung

82|714|-|-H|2013 - Bachelor Politikwissenschaft (2013)
9000 - Hauptprüfung - 0,0 Credits
8002 - Gesamtkonto - 0,0 Credits

1100 - Basismodul: Einführung in die Politikwissenschaft - 0,0 Credits

- VL Einführung in die Politikwissenschaft - Vorlesung
  1. Parallelgruppe VL Einführung in die Politikwissenschaft
     Dienstag, 8.9.2015 - 8.12.2015 von 15.30 bis 17.00 wöchentlich Raum A 001 Großer Hörsaal (321 Pl.)
     Dozent: Gschwend, Thomas

  1 aus 12
  - Ü Wissenschaftliches Arbeiten - Übung
    1. Parallelgruppe Ü Wissenschaftliches Arbeiten
       Dozent: Jungherr, Andreas

    2. Parallelgruppe Ü Wissenschaftliches Arbeiten
       Dienstag, 8.9.2015 - 8.12.2015 von 08.30 bis 10.00 wöchentlich Raum B 244 Hörsaal (100 Pl.)
       Dozent: Schäfer, Anne
## Personal Schedule

### Anzeigeoptionen
- Semester: Frühjahrsemester 2015
- Wochenansicht
- Zeitraum: von 01.02.2015 bis 31.07.2015

### Weitere Anzeigeoptionen

<table>
<thead>
<tr>
<th>Montag</th>
<th>Dienstag</th>
<th>Mittwoch</th>
<th>Donnerstag</th>
<th>Freitag</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

- **0820**
  - **10:15**
    - VL: Allgemeine Psychologie II: Denken und Sprache, V., 1. PQ
    - 8:30 bis 10:15

- **12:00**
  - **13:45**
    - VL: Ausgewählte Themen der Politischen Soziologie II: Politische Öffentlichkeit und Kommunikation, V., 1. PQ
    - 13:45 bis 15:15

- **15:20**
  - **16:15**
    - MKW 352 Einführung in die politische Kommunikationsforschung / Introduction to political communication research, Proseminar, 2. PG
    - 14:30 bis 16:00

- **17:15**
  - **19:00**
    - VL: Ausgewählte Themen der Politischen Soziologie II: Politische Psychologie und Politische Einstellungen, V., 1. PQ
    - 17:15 bis 19:45
Portal² - Questions & Answers

- Questions via e-mail to rumsupport@uni-mannheim.de
- FAQ’s can be found here
- More Services and information about the Computing Center of the University of Mannheim (RUM) http://www.uni-mannheim.de/rum/services
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Internship Office

- Helps finding internships or choosing a Summer School
- Maintains an internship database
- Connects you with nearby research institutions (gesis, MZES, ZEW)
- Provides advice on applications for the research internship
- Approves special research internships and Summer Schools
- Publishes fortnightly newsletter with internship and job offers
Internship

Research Internship

- **Research Internship** (6 weeks)
  - **Academic field**: empirical social science research at universities or at research institutions or
  - **Non-academic field**: empirical social science research and associated fields, e.g. market and opinion research

- **Summer School** (2 weeks)
  - Empirical focus
Research Internship

- A **combination** of 1 week Summer School and 3 weeks internship is possible
- The internship can be **split** into 2x3 weeks
- **Please note:** Internships completed before the M.A. studies cannot be recognized!
• Language- or IT-courses (with fees)
• Registration ends on September 6th!
• You need to create an account first
• First-come, first-serve!

→ Please watch out for overlaps in your program schedule
Job Opportunities

(Student Assistant) Jobs

• **Student assistants** are employed for services in research and teaching and related administrative activities. The student assistant, or so called "Hiwi", is a student who works **up to 19 hours per week** (usually 8-10 hours/week) at a university institute within the framework of an official work contract.

• International students from non-EU countries are permitted to work for a total of 120 full or 240 half days per year off-campus. This does not include work you do as a student assistant (Hiwi).

• [Uni Mannheim Job Data base](#)

• School’s Job Offers: [English](#) and [German](#)
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Study Abroad

- **550 cooperations** with 450 universities all over the world in more than 50 different countries
- Please check the **database** of **partner universities** for more information
Go out!

Study Abroad

- Studying abroad usually does not lengthen the course of your studies.
- Recommended: 3rd semester
- You will have to negotiate a so-called „Learning Agreement“ with your International Affairs Coordinator (=Program Managers) so that the courses you plan to take while abroad are noted and approved by the department chair in Mannheim
- Take a look at the student testimonials.
Study Abroad

- International Office introductory sessions:
  - In German: e.g. August 28th & September 10th, 7 p.m.
  - In English: check [website](#)
  - **Deadline** Northern Hemisphere (USA, Canada, Mexico, Asia (except Japan): **October 31st**
Study Abroad

Soc. Exchange Programmes

- **Belgium**: Université Libre de Bruxelles
- **Canada**: University of Ottawa, University of Toronto
- **Italy**: Università degli Studi di Trento
- **Netherlands**: Vrije Universiteit Amsterdam, Rijksuniversiteit Groningen, Radboud Universiteit Nijmegen
- **Norway**: University of Oslo
- **Switzerland**: University of Zürich
- **Taiwan**: National Taiwan University, National Chengchi University
- **UK**: Newcastle University
- **USA**: Indiana University (Bloomington)
- …
Application Deadlines

- **October 31st**: USA, Canada, Mexico, Asia (except Japan)
- **January 31st**: Europe (Fall semester)
- **April 30th**: Europe (Spring semester), South America
Study Abroad

Scholarship Opportunities

- The International Office provides a list of scholarship opportunities for outgoing students on their [website](#), for example [ERASMUS](#) or the [Baden-Württemberg Scholarship](#).
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PhD Studies

• The Center for Doctoral Studies in Social and Behavioral Sciences (CDSS) offers a three-year doctoral program in Political Science, Sociology and Psychology

• Fast-Track PhD: Qualification Scholarships by the CDSS
  • You take PhD courses in your second Master’s year
  • You start the fast-track PhD program

• The School of Social Sciences also offers the opportunity of acquiring a doctoral degree under the supervision of a school member
PhD Studies

Milanka Stojkovic
Center Manager
Phone: +49 621 / 181-2053
cdss@uni-mannheim.de
### Orientation Events

<table>
<thead>
<tr>
<th>Event</th>
<th>Tag</th>
<th>Uhrzeit</th>
<th>Raum</th>
</tr>
</thead>
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<tr>
<td>Program Introduction (M.A. Sociology)</td>
<td>27.08.2018</td>
<td>10:30-11:30</td>
<td>A5, 6 B 143</td>
</tr>
<tr>
<td>Guided Campus Tour</td>
<td>27.08.2018</td>
<td>11:30-12:30</td>
<td>A5, 6 - Café Soleil</td>
</tr>
<tr>
<td>Guided Library Tour</td>
<td>27.08.2018</td>
<td>10:30-12:00</td>
<td>Schloss Schnechenhof West</td>
</tr>
<tr>
<td></td>
<td>07.09.2018</td>
<td></td>
<td>- Info Center (ground floor)</td>
</tr>
<tr>
<td></td>
<td>10.09.2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bar tour Student Union Social Sciences</td>
<td>29.08.2018</td>
<td>19:00</td>
<td>A5, 6 - Café Soleil</td>
</tr>
<tr>
<td>Orientation Event for international students (International Office)</td>
<td>29.08.2018</td>
<td>14:00-16:00</td>
<td>A3 - Auditorium</td>
</tr>
<tr>
<td>Welcome Event for International Students (International Office)</td>
<td>31.08.2018</td>
<td>16:00-18:30</td>
<td>A3 - Auditorium</td>
</tr>
<tr>
<td>Welcome Event for first semester students by the School of Social Sciences (In German Language)</td>
<td>03.09-2018</td>
<td>17:30</td>
<td>86, 23-25 - A 0.001</td>
</tr>
</tbody>
</table>

[Orientation Week M.A. Sociology](#)
General Information

Information for Freshmen

Orientation events, finances, student ID cards, finding your way around campus. Here you’ll find all essential information at a glance.

Information on your program of study

Everything you need to start your program right.

read more

Einführungswoche


Der Besuch der Einführungsveranstaltungen wird dringend empfohlen.

Zum Studienbeginn am 3. September 2018 und Ihr weiteres Studium wünschen wir Ihnen viel Erfolg und alles Gute!

Einführungswoche Bachelorstudierende

Orientation Week Master students

University of Mannheim, School of Social Sciences, Dean’s Office

www.sowi.uni-mannheim.de  soc@sowi.uni-mannheim.de
Information & Contact

Website: http://fssowi.sowi.uni-mannheim.de/
Email: fssowi@mail.uni-mannheim.de

Facebook Group M.A. Sociology

https://www.facebook.com/fachbereich.sopo.unima/
Questions?
Enjoy your time at the University of Mannheim!