

## Frequently Asked Questions (FAQ) for EUM students

### How to use your email, moodle and Stud.IP accounts?

#### University Email account:

[Webmail - Europa-Universität Flensburg \(EUF\) \(uni-flensburg.de\)](mailto:Webmail - Europa-Universität Flensburg (EUF) (uni-flensburg.de))

Use your student number and password to sign in.

#### Moodle account:

This is a platform used by most EUF lecturers to send files and information throughout the semester.

[Moodle - Zentrum für Informations- und Medientechnologien \(ZIMT\) - ZIMT - Europa-Universität Flensburg \(uni-flensburg.de\)](https://moodle.uni-flensburg.de)

#### Hochschule's StudIP:

to make an account at the Hochschule go to this link and register a "Zweithörerschaft Kooperationsstudiengang Energie- und Umweltmanagement Master": <https://cm.hs-flensburg.de>

1. Open Link
2. Click "Jetzt registrieren"
3. Click "OK"
4. Put in your information
5. After you have saved your information, you'll get an e-mail with a link and your Benutzerkennung
6. Click on Link and log in with Benutzerkennung and your chosen password
7. Decide about the getting notifications (2 things you can accept)
8. Click +Bewerbungsantrag hinzufügen
9. Choose Kooperationsstudiengang mit anderen Hochschulen
10. Choose EUM or EEM
11. Translate Berufsausbildung and Dienst and decide whether you have done/have either of them
12. Upload your Immatrikulationsbescheinigung  
-> you can download this via [Studiport](#) (Benutzerkennung is something with your name, not your matriculation number)
13. Write down HSFL-K as the code
14. Scroll down check the box "Hiermit bestätige ich die Richtigkeit meiner Angaben"
15. Click on Antrag abgeben
16. Print out the documents and send it to the Hochschule or bring it to them at the H-Gebäude.

**The code to register is: HSFL-K**

After this online registration, you should print and send the document and your current certificate of enrollment to:

*Hochschule Flensburg  
Studierendensekretariat  
University of Applied Sciences  
Kanzleistraße 91-93  
24943 Flensburg*

### How to register for courses:

The registration of courses is handled by our secretary Gerhild. She will send around a registration document at the beginning of the semester, which you need to fill, sign, and send back to her. The deadline for course registration is XXX. This will give you enough time in the first weeks of the semester to decide which courses you would like to take.

## How to pay the semester fee and re-enroll?

[Guide on how to pay the semester fee and re-enroll](#)

*Please check for updated semester fee costs on the website!!*

### When to pay:

For the upcoming **spring semester: 01.01.-31.01.**

For the upcoming **autumn semester: 01.06.-30.06.**

### Costs:

Costs for autumn semester 23/24: **262,50€**

### Where to transfer to money:

Name: Studentenwerk Schleswig-Holstein e. V.

BIC-/SWIFT-Code: NOLADE21KIE

IBAN-Nummer: DE68 2105 0170 0025 0018 50

### Purpose: (VERY IMPORTANT)

Student ID (e.g. 123456)

And semester name (e.g. Fall Semester 2023/2024)

123456 Fall Semester 2023/2024

## How to get the NAH Semester Ticket?

[Guide on how to get the semester ticket in English](#)

Download the application:

[App-Store](#)

[Play-Store](#)

## How to choose your additional courses/Brückenkurse?

You might have to take additional courses to catch up specific requirements that other students have already acquired during their previous studies. The majority of new EUM students actually do have to take some additional credits.

### Tips and general information on choosing your additional courses:

- Talk to more experienced master students to learn from them which courses are the best to choose; esp. ask students that have done their bachelor in Flensburg as they know many more course options

- Finalize your additional credits within the first 2 semesters as this eases your participation in other more advanced courses
- The grades of your additional credits do NOT count into your final master grade
- Additional courses would mostly be bachelor courses; however, if you struggle to find fitting bachelor courses you could also take master classes to fulfill your additional course requirements

Below, you'll find areas of study most of which you can choose several courses. Please note that if you don't speak German, your course options are smaller. We don't provide a comprehensive course list due to the quantity of the courses and frequent changes, but these links can assist you in finding suitable options.

Once you have decided which course you want to take, please verify with Prof. Oei if your choice fits via a short email.

General list of course options

- [Bachelor program EnWi EUM with a list of all the courses Flensburg students did take](#)
- [Additional electives of the Bachelor EnWi](#)
- [Bachelor program Wirtschaftsinformatik](#)
- [Bachelor business administration, focus International Business](#)
- You can also use StudIP (once your access works) to sort the list of offered classes for Management/Business/etc. [Click here](#)
- At the university EUF there is another bachelor for [international management](#); a list of their courses can be found on [Studiport](#)

Additional master courses can especially be found when you look at

- [The wind master](#)
- [The international management master](#)

List of additional courses fellow students have taken in the last semesters:

- Technische Energiewirtschaft und Energiepolitik – BA Hochschule (5 CP) – Prof. Hagedorn
- International Economics – BA IIM (5 CP) Prof. Smolka / Michael Gruber
- VWL I – BA Hochschule (5 CP) – Dr. Klaus von Stackelberg
- Energy Economics – BA Hochschule (5 CP) Pao-Yu
- Solar- und Geothermie – BA Hochschule (5 CP) Prof. Hagedorn
- Windenergie Grundlagen – BA Hochschule (5 CP) M. Sc. Marcel Schedat

### How to find a student job in Flensburg?

- job postings send around by Gerhild – often by EUM alumni, posting open positions (easier to get in as EUM student)
- other energy/sustainability-related departments at the HS Flensburg and University (e.g. [WETI](#)).
- a local initiative matching students and regional employers: [CampusCareer](#)
- sign up to [Strommarkttreffen](#) Newsletter (they send around job postings frequently)

There are many job portals – including *indeed*, *stepstone*, *stellenanzeigen*, *jobverde*, *greenjobs* - where you can check out student assistant / working student positions.

For questions regarding the study program please contact Tim Weishaupt:  
Tim.Weishaupt@uni-flensburg.de