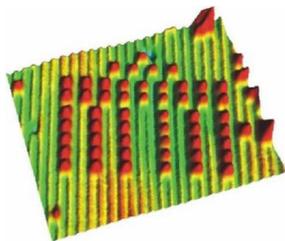


F. Lorbeer, N. Krane
Arnimallee 14
14195 Berlin



F. Lorbeer, N. Krane, Arnimallee 14 , 14195 Berlin

Herr Max Mustermann
Musterstr. 42
D - 12345 Musterstadt



Hello Max,

you have now been admitted to the Masters Programme of the Department of Physics at the Freie Universität Berlin. Congratulations! We are glad that you decided to complete your graduate studies here at our campus. To give you a smooth start, we are including information plus some helpful advice.

We – a group of physics students forming an initiative called Fachschaftsinitiative (FSI) – would like to offer you some useful advice, though maybe you have already collected a great deal of information from various sources, especially from your time as a Bachelor student. The following lines are supposed to help you through the organizational jungle.

Welcome

To welcome you in person (and not just by letter) we have arranged a brief orientation meeting, where you will be given further information about your Masters courses. This is scheduled for Monday, 17th October, at 9:30 a.m., at the Physics Department, Auditorium A (Room 1.3.14). Afterwards there will be a small breakfast together with the bachelor freshmen in the cafeteria.

ZEDAT

A lot of the organizational work can be arranged by the internet. An account has been assigned to you and you will receive a letter from the ZEDAT (Zentrale Einrichtung für Datenverarbeitung) containing a temporary username and a password as well as instructions on how to

set up your account. The ZEDAT supervises most of the university's computer-related infrastructure. Together with your account you will be given an e-mail address and access to WiFi on the FU grounds. For further information (unfortunataly only in german) see:

- http://www.zedat.fu-berlin.de/Tip4U_Allgemein

How to register for courses

To register for courses, please access "Campus Management", which can be found under: www.ecampus.fu-berlin.de.

Password and username are the same as for your ZEDAT-account (the ZEDAT-account needs to be set up first). Under "Campus Management" all courses and lectures relevant to your programme are listed. If problems occur, please contact us, and we can help you to sort them out.

Which courses do I take?

This is probably the most important question. During your first two semesters you are required to accumulate at least 60 credit points (ECTS) by completing different courses. You will be given relative freedom in choosing your modules, but please note that most courses are only taught once every year. That means you have to carefully plan your first two semesters. Compulsory courses are:

- Advanced Quantum Mechanics (10 credit points, only in Winter term)
- Physics Laboratory Practical Course (10 credit points, in Winter and Summer terms)
- Selected Topics in Physics (5 credit points, in Winter and in Summer terms)

In "Selected Topics in Physics" you are required to do a presentation. Different courses with various topics are offered and these change every semester. In addition you will have to select at least one module from the following list. Each of them has 10 credit points.

- Advanced Atomic and Molecular Physics (Experimental Physics, only in Winter term)
- Advanced Statistical Physics (Theoretical Physics, only in Winter term)
- Advanced Solid-State Physics (Experimental Physics, only in Summer term)
- Advanced Biophysics (Experimental Physics, only in Summer term)
- Quantum Field Theory and Many-Body Physics (only in Summer term)

For your remaining 25 credit points you may choose from a variety of classes covering different

physical topics. The list of courses changes every semester. It is also possible to choose one of the five modules listed above. All courses and lectures are specified in the Class Descriptions. For this please see:

- <http://www.physik.fu-berlin.de/studium/lehrveranstaltungen>

You may also register for courses outside the Physics Department. All the eligible courses are listed in the Curriculum and Graduation Requirements (unfortunately in German):

- <http://www.fu-berlin.de/service/zuvdocs/amsblatt/2009/ab362009.pdf>

If still in doubt about which courses to choose, feel free to send an e-mail to the Student Advisory Service or to us, the FSI. You will find our e-mail addresses under "Further Information".

Physics Laboratory Practical Course

If you decide to do an Advanced Lab Course in the Winter semester, you have to register early on. The deadline is 30th September. To register please access the following website:

http://www.physik.fu-berlin.de/studium/praktika-forward/fp_master_WS2011

In addition your registration in "Campus Management" is required.

Further information

We hope we have covered the most important things you need to know before starting your semester at FU Berlin. There might still be some questions left. Please feel free to send us an e-mail or put forward your questions during our orientation meeting on 17th Monday. The most curious among you can use the following sources to get further information concerning our Masters Programme:

- <http://www.physik.fu-berlin.de/en/studium/master/> (English)
- <http://www.physik.fu-berlin.de/studium/master/> (German)

Student members of the Student Advisory Service will also be happy to guide you and lend an open ear to all your questions. Please check for office hours or contact them by e-mail: studienberatung@physik.fu-berlin.de. Alternatively, you can send an e-mail to fsi@physik.fu-berlin.de to contact FSI students who will gladly answer your questions.

Last but not least

We are planning some events for the Bachelor and Master students in the first semester. We will have a little barbecue and a games evening on Monday, 17th October and on Wednesday, 19th there will be a movie-night in the Physics Department. Both events will give you the opportunity to chat, to get used to the Physics Department and to find new friends among the students. If you want to take part in any of them just let us know and come over!

We are looking forward to welcoming you in October!



Finn Lobeer

and



Nils Krane

Your two members of the faculty council, representing the students of the FSI Physik.

