

# Advising and Contact Points

## Service Center Studium

Central part of the tasks of the student services are: matriculation, re-registration and leave of absence to name just a few of the services provided by the Service Center Studium.

If you have any questions regarding the content of your studies or application, the Academic Advisory Officer or the Head of the M.Sc. Earth Sciences degree programme will be happy to help you with advice and ideas.

Consultation hours are arranged on a personal basis:

### **Academic Advisory Officer**

Dr. Heike Ulmer, Albertstr. 23-B, 2<sup>st</sup> floor, room 02 014

Tel. +49 (0)761/203-6480; ulmer(at)uni-freiburg.de

### **Head of the M.Sc. Earth Sciences degree programme**

Prof. Dr. Stefan Hergarten, Albertstr. 23-B, 1<sup>st</sup> floor, room 01 011

Tel. +49 (0)761/203- 6471; stefan.hergarten(at)geologie.uni-freiburg.de

Questions concerning the general application and admission procedure should be addressed to the Application and admission coordinator. If you have any questions about schedules of lectures, practical and exams, please contact the Degree programme coordinator available during the opening hours and also by appointment. The Programme Coordinator provides also information on field trip days achieved and the excursion modules posted on the transcript.

### **Degree programme coordinator/Application and admission**

Ms. Alexandra Wicke, Albertstr. 23-B, 1<sup>st</sup> floor, room 01 020

Tel. +49 (0)761/203-6398; studienkoordination(at)geologie.uni-freiburg.de

Questions about registration for examinations and Transcripts of Records should be addressed to the Examination office:

### **Examination office**

#### Examination Office UNR

Albert-Ludwigs-Universität, Prüfungsamt der Fakultät für Umwelt und natürliche Ressourcen  
Hebelstraße 25, 79104 Freiburg

The Credit recognition officer will answer questions regarding the recognition of achievements from abroad, other courses of study or other universities. Questions about the possibilities of a semester abroad are answered by the International studies coordinator of the geosciences:

### **Credit recognition officer**

Prof. Dr. Stefan Hergarten, Albertstr. 23-B, 1<sup>st</sup> floor, room 01 011

Tel. +49 (0)761/203- 6471; stefan.hergarten(at)geologie.uni-freiburg.de

### **International studies coordinator/Erasmus**

Prof. Dr. David Dolejš, Albertstr. 23-B, 1<sup>st</sup> floor, room 01 026

Tel. 0761/203-6395; david.dolejs(at)minpet.uni-freiburg.de