Information sheet
Project Studies

- **What degree programs include a Project Studies module?**
  - Bachelor in Management & Technology (TUM-BWL) → required
  - Master in Management (Track 1) – TUM-WIN → required
  - Master in Management (Track 2) – TUM-NAWI → optional
  - Master in Management (MIM) → optional
  - Master in Management and Technology (MMT) → optional l
  - Master in Consumer Affairs → optional

- **Is the Project Studies module a mandatory internship?**
  - No.

- **How many students should there be in a Project Studies group?**
  - A minimum of two and usually a maximum of five

- **What semester should I do the Project Studies module in?**
  - There is no set rule, but we recommend:
    - Fifth semester for Bachelor's students
    - Third semester for Master's students

- **Can I do the Project Studies module in a semester when I am on a leave of absence?**
  - No. You cannot be on a leave of absence at any point during the Project Studies module.

- **How long should the Project Studies module last?**
  - There is no set rule, but we recommend:
    - Three months full time
    - Six months part time

- **Where are projects advertised? How do I come up with a topic?**
    - You can be supervised by a Chair or **jointly** by a company and a Chair.
    - Projects are advertised on https://tum-som.com/board/ and on the websites of the various Chairs.

- **Can I see on TUMonline if my Project Studies module has been registered?**
    - No. You will receive an email as soon as your project is registered.

- **Where do I hand in my project report?**
    - Hand in your project report to the Chair where you are supervised, either directly to your supervisor or to the office management. **Do not** hand in your report to the Grades and Examinations Office or the Examination Office.
    - Discuss any questions relating to the format, number of pages, etc. of your project report with your supervisor. The School authorities do not have any rules about this.

- **Where can I check my grade?**
    - Your grade appears on your grade report and under "Credits/courses recognized" in your TUMonline account.

- **What date is considered the "examination date"?**
    - The project end date as given on the grade announcement, not the date of the grade announcement.
    - If the project end date falls within one week of the start of lectures, the grade for the project counts in the previous semester. This only applies to the Project Studies module and not in the case of final theses.

Important: Please agree your project title (in German **and** English) with your supervisor and your fellow team members in advance. This title will be entered on your grade announcement and appear on your certificate.

Questions? Contact:

For office hours, see http://www.wi.tum.de/contact/#undergraduate-programs

Campus Munich

Grades and Examinations Office

Bachelor/Diplom

npv_bachelor@wi.tum.de

Master

npv_master@wi.tum.de

Academic Counseling

Bachelor

studentcounseling_bachelor@wi.tum.de

Master

studentcounseling_master@wi.tum.de

Campus Straubing

Grades and Examinations Office and Academic Counseling

studieren.straubing@tum.de

Campus Heilbronn

Grades and Examinations Office and Academic Counseling

studentcounseling_heilbronn@wi.tum.de