Zentrum für Information und Beratung (zib) – KIT‘s Students Advisory Center
Information and Advice at KIT

- Academic Advisor in the department
- International Students Office
- Studierendenwerk, ISC
- AStA (Students)
- Psychological Counselling (PBS)
- Fachschaften (Students of a department)
What is the zib?

- First point of contact with the KIT for secondary school leavers:
  - Guidance counselling: individual talks and seminars
  - Lectures on different courses, application procedures etc.
  - Help via Email and telephone
  - Guided tours an the campus

- Source of information for people inside and outside KIT
  - Leaflets and brochures
  - KIT‘s internet pages on all courses (kit.edu/studieren)
  - Lectures/ presentations for parents, schools, employment agency…
  - Special task forces, e.g. reducing dropout quota

- Information and Counselling for Students
Our staff

- 5 Counsellors
  Offering help and information
- 1 Content manager publishing information
- Secretary or Students at the help desk
How can you use our help?

- Make an appointment for a talk with a counsellor (Tel. 608 44930)
- Write an Email (e.g. Karin.Schmurr@kit.edu)
- Visit our information desk (Mo, Tue, Thu, Fri 9.00 -12.00, 14.00 – 17.00)
- Drop in during our open counselling hours (Tue 2 to 4.30 p.m., Thu 9 to 12 a.m.)
- Read our brochures (as soon as your german has improved)
Some questions we are frequently asked

- What are the language requirements?
- Am I eligible for this master course?
- What can I do if I fail an exam?
- I feel my decision was wrong – (how) can I change my course?
- What can I do to obtain a Ph.D.?
- How do I plan my master semesters?
- How can I improve my finances?
- Do I need an internship?
- ...

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Why is it important to seek counsel?

3 major challenges:
- The german language
- Organization of studies and student life
- High level of learning at KIT
Good reasons to contact us:

- Difficulties in organising the next semester
- Choice between options (Wahlbereich)
- Poor performance due to sickness
- Failing an exam
- Doubts about the choice of course
- Misunderstandings in contact with the administration or the department (Prüfungskommission)
- Interest in new subjects or advanced studies
The Don‘ts of your studies

- Never work more than one day or night per week – you cannot send money to others, just maintain yourself and use your time for your studies!

- When you fall ill for a longer time or have an accident: don‘t let the semester go by → apply for a semester‘s leave (Urlaubssemester), so that your maximum duration of study will be prolonged!
Whenever you face a problem:

Don’t hesitate to seek help! There are deadlines to be observed. Better be ahead of time than too late!
Feel free to contact us!

Zentrum für Information und Beratung
KIT Campus Süd
Geb. 11.30
T: 608 44930
info@zib.kit.edu
Have a good start!