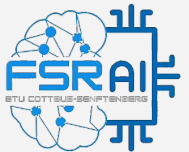# Welcome

Who we are

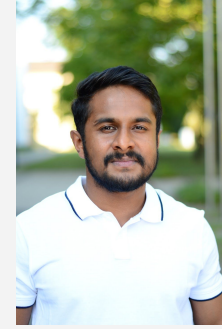**Taliya Theresa Joseph**
President

Akshat Kothari
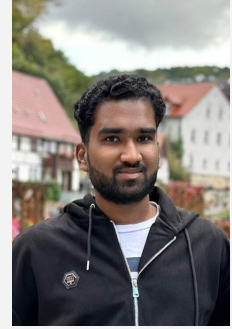Vice President

Zubaer Haque
Minute taker

Rahul Ramakrishnan
Technical

Tony Joseph
Technical

Ebin Joseph
Technical

Pacilia Colette Abanda
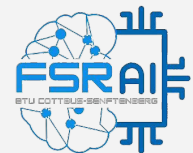Events

Muhammad Usman Baig
Events

Thayná Camargo da Silva
Events

Danial Monachan
Finance

**Sabith Bin Salam Arayan Thoppe**
Deputy Finance

How we can assist you

FSR AI is the main point of contact during your Artificial Intelligence studies at BTU. We are all students from the international master program in Artificial Intelligence that were elected by your fellow student colleagues.

Our responsibilities include, but are not limited to:

- Promoting events;
- Assisting you to create your study plan;
- Answering questions about modules choice and registration.
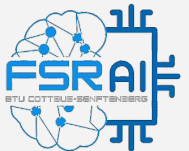
Contact

We are located in the building VG1C on the ground floor room number 0.23 .

If you want to meet us in person, please send us an email in advance to *fsr-ai@b-tu.de*

You can also find us on instagram: *@fsr_ai*

If you want to get the latest updates on our activities, checkout the website at: *https://fsr-ai.de/*

You can also download this presentation from our freshman guide page: *https://fsr-ai.de/freshman-guide/*
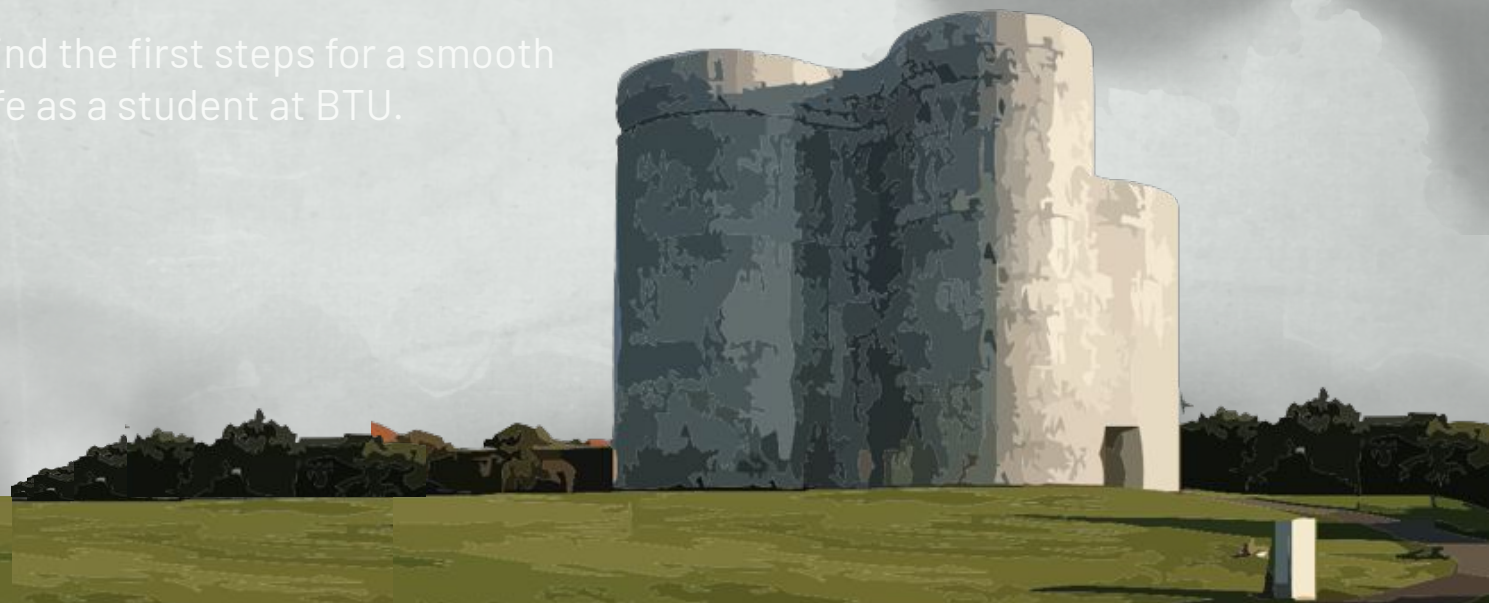

click here for coordinates.
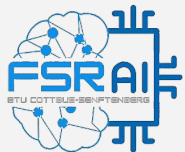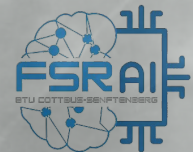
INTERNATIONAL STUDENTS SURVIVAL GUIDE

Here you will find the first steps for a smooth start of your life as a student at BTU.

FSR AI
BTU COTTBUS-SENFTENBERG

First steps in Cottbus

STEP 1
GET APPOINTMENT AT THE CITY OFFICE

Get an appointment in the *Stadtbüro* here.

STEP 2
CITY REGISTRATION

Bring your passport and confirmation of accommodation (*Wohnungsgeberbestätigung*).

STEP 3
GET APPOINTMENT AT THE BANK

You can choose any bank, but check their website to get an appointment before going there. Our recommendation is Sparkasse.

STEP 4
OPEN BANK ACCOUNT

Bring your passport, city registration, and matriculation document. Students up to 26 years old generally do not pay any fees.

BTU PORTALS

myBTUportal

Get matriculation document, pay semester fees, and other administrative functions.

Infoportal-Lehre

View schedules and modules available.

Online-Portal

Registration and deregistration of modules, view your grades.
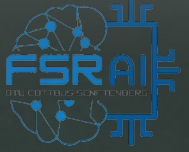
Moodle

Communication between students and Professors, classes materials and activities are available here.

Moodle-Project

Another Moodle, where you can register for language courses.

First steps at BTU

STEP 1 → STEP 2 → STEP 3

MATRICULATION

Make sure to complete your matriculation as soon as possible. In case of doubts, there is an on-site support team from International Relations Office in the main building 4th floor.

MODULES REGISTRATION

Also called exam registration, you have to register to all the exams you plan to take in the semester within the first 2 weeks of classes.

MOODLE REGISTRATION

To be able to take an exam you have to complete step 2, but all the materials related to modules will be on Moodle, so also register here.

PRO TIPS: EXAMS REGISTRATION

➔ There are two types of examination when choosing a module: MCA (continuous assessment) and MAP (Prerequisite + Final Module Examination).

➔ You have to register to all the examinations you plan to write in that semester during the first 3 weeks of classes. **If you do not register in the Online-Portal on time, you cannot write the exam!**

➔ It's possible to deregister MCA examinations up to 3 weeks after the beginning of classes, and MAP examinations up to a week before the examination period.

➔ There are modules with limited number of participants, in which you have to register 2 weeks before the beginning of classes.

For more information about the dates, click here for the calendar.

Sports and Activities

➔ BTU offers a wide range of activities for the students
like swimming, self-defense, dancing, meditation, volleyball, … etc

➔ Limited number of seats

➔ One session per week

➔ Course runs over a semester

The registrations begins on 16.10 from 08 am, so hurry up to get a spot!

[**Click here for the sports programme**](#)