#### **ETH** zürich

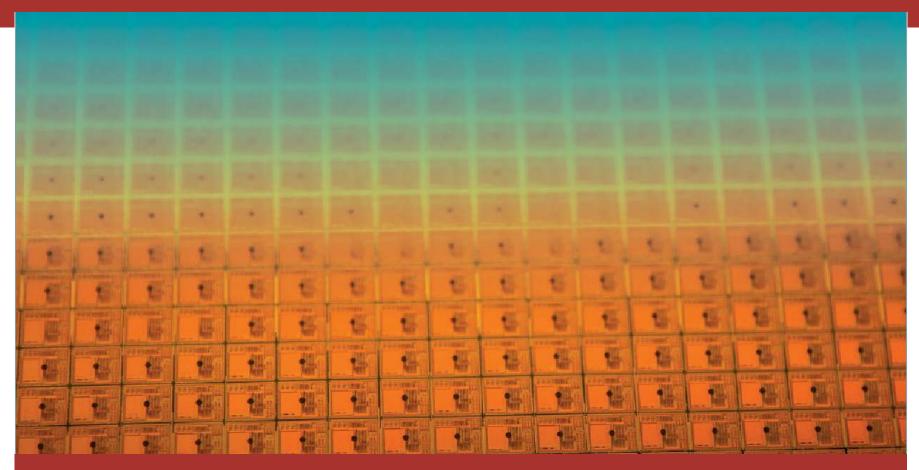


### **Welcome to ETH Zürich and D-ITET**

Administrative notes September 15, 2014

Reto Kreuzer, Student Exchange Advisor D-ITET

### **ETH** zürich

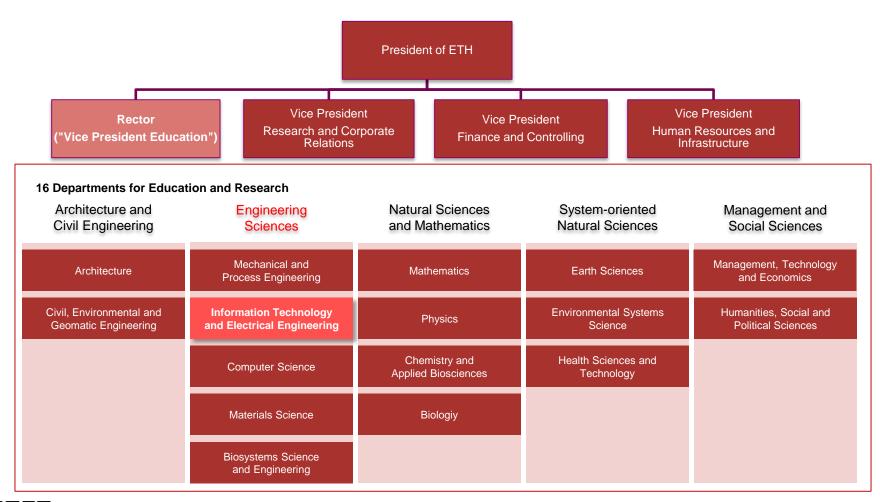


ETH and ITET: structure & key figures





### ETH Zürich: Organization and structure







### **D-ITET: Size and members**

- 11 laboratories (institutes) und 5 independent Professorships
- 34 professors (1 female)
- ca. 500 scientific and administrative employees
- ca. 390 PhD students
- ca. 1'100 undergraduate and master students



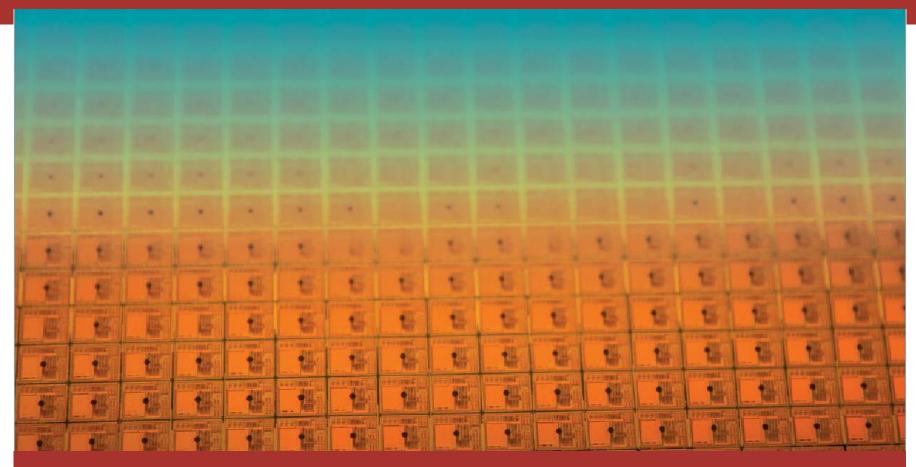


# Students at ETH and D-ITET (2013 figures)

Students at ETH Female Students International Students Students at D-ITET Female Students International Students	18'743 31 % 37 % 1'470 14 % 44 %
Students at bachelor level (year 1-3) ETH D-ITET	8'862 <b>578</b>
Students at master level (year 4-5) ETH D-ITET  Electrical Engineering MSc Biomedical Engineering MSc Energy Science & Technology MSc Neural Systems an Computation MSc	4'778 <b>457</b> 281 62 90 24
Exchange students ETH D-ITET	406 <b>48</b>
PhD students ETH D-ITET	3'894 <b>387</b>



#### **ETH** zürich



ETH and ITET: finding the right contact





## Your most important contacts

ETH Zürich / Rectorate

Student Exchange Office (Main Building, HG F 23.1)

**General administrative questions** e.g. matriculation, address changes, residence etc.

Students' association

**AMIV** 

YOU

Social contacts, networking

#### **Department ITET**

Student Administration (ETZ E 64)

Study specific administrative questions e.g. grades/transcripts, course selection, counseling etc.

Professors / Lecturers

Course specific questions, study plan





### Where to find Information

General Information on studies at ETH

 www.ethz.ch/students/ (requires login)
 www.ethz.ch > Studies > Non-degree courses

- Information on the Department of Electrical Engineering www.ee.ethz.ch > Studies > Student Exchange
- Course catalogue www.vvz.ethz.ch
- Messages from ETH and the Department
   Email on your ETH-Address (accountname@student.ethz.ch)
   → check your mailbox regularly and read the messages carefully!



## Students online portal: www.mystudies.ethz.ch

#### Your administrative duties:

- Enrollment to courses and exams
  - Register for each semester until the end of the second week.
  - Register for courses (early in the semester; you need to be registered for a course to enroll for an exam)
  - Enroll for exams please enroll during the 3<sup>rd</sup> and 4<sup>th</sup> week of the semester (withdrawal possible until very late).
- Notify us of your address changes
- Read your E-Mails





## **Enrolling for courses – Reminder**

- All courses you wish to appear on your transcript must be enrolled for (both the course and the exam). Courses without an ETH course number (xxx-xxxx-xx), e.g. certain language courses, will not appear on the transcript.
- If you are here for a **Semester Project** or the **Master Thesis** do not forget to enroll for them too.
- For those two, you will also need to submit a <u>registration form</u> at the students administration (ETZ E 64).





## Computer infrastructure at ETH / D-ITET

- All ETH Computers (e.g. Main Building HG D 11, or ET-Building ETZ D 61.1) require your **n.ethz** password (same as used for myStudies).
- Only D-ITET students can access the computer infrastructure in the ET area, should you encounter a problem, contact the IT-Support group at D-ITET (ETL F 22): <a href="mailto:support@ee.ethz.ch">support@ee.ethz.ch</a>.
- **Project Neptun:** During a short period (until September 29), laptops may be purchased through ETH (see www.projektneptun.ch).
- **IDES:** ETH also offers software at very low cost, some products even for free (see <u>stud-ides.ethz.ch</u>).





### More details?

My Office

Reto Kreuzer, Student Exchange Advisor D-ITET, ETZ E 62 Please send an E-mail to fix an appointment (reto.kreuzer@ee.ethz.ch).

This presentation will be published on our website

www.ee.ethz.ch > News & Events



# **Enjoy your studies at D-ITET!**

