

CHECKLIST MASTER



Transition from ...

BACHELOR TO MASTER

... within the University of Potsdam

Would you like to continue your Bachelor's degree at the University of Potsdam with a Master's degree? Great! Here are a few How-to-tips:

First apply via the Studyportal, even if you are already a student at the University of Potsdam - this is an important formality (QR button all the way at the bottom). Please note the application deadline (see corresponding link on the page)!



Study place portal and deadlines

If the grade of your Bachelor's thesis is not yet available it can be submitted until the end of the first semester. The prerequisite for this is that you have already achieved at least 140 LP (Bachelor Gesciences at the University of Potsdam - for other degree programs other minimum scores apply).

As soon as you have the letter of admission, submit the "Application for admission to the Master's degree program" via PULS. For this you need

- a copy of the letter of admission
- a copy of Bachelor's degree (certificate)
- Copy of the certificate of "Proof of a completed Bachelor studies" (Office of Student Affairs/ Examination Office)



Info about the transition

If your graduation documents are not yet available, you can apply for provisional matriculation (via PULS).

SUBSCRIBE TO THE EMAIL LIST FOR THE MASTER RSIV

Important information and dates are announced via this mailing list. Simply send an e-mail with the subject: **Subscribe** to the following e-mail address:

remotesensing-msc-list-join@uni-potsdam.de

ORGANISATIONAL INFO



Validate your Uni-Chipcard (PUCK)



Activate your Uni account. This will give you access to, for example your certificate of enrolment and services such as:

Mail.UP - Management of your Uni-Mails

Box.UP - Storage space with 40GB

PULS - Registration for modules and exams

Moodle - Exercises etc.



Your Deutschlandsemesterticket via the campus portal from the VBB.



Information on the classification and recognition of achievements, e.g. when changing university or degree programme.

Please note: HiWi contracts do NOT automatically change to the Master's level. Please contact the secretary's office 1.54 (Mrs Heidemann).

Checklists of the Student Council
Geosciences



INTERNSHIP

You need to fill out the application for an internship: you require at least one internal supervisor (teaches in RSIV program). The second one can be external. Additionally you have to write a short description read more concerning the internship. Hand in the documents before your internship to the RSIV examination board.



After the internship a report with max. 20 pages and a 15 min. presentation must be done (usually in the working group seminar of the supervising teacher). Register for the internship module exam via PULS in the semester in which you give the presentation.

Please note: The internship is generally not paid.

NON-BINDING EXAMS AND ADDITIONAL MODULES

In the Master's programme you can take two free non-binding exams. You must do this within two weeks of receiving your of the grade on PULS.

Please note: This cannot be cancelled.

If you have taken more modules than required, you must submit the 'Designation of elective modules relevant to final grade' at the latest on the day you submit your Master's thesis. You should think carefully about your decision, because you can only submit this form once.



Information on the non-binding exams



Form

MASTER THESIS

Before the Master's thesis, you must complete all compulsory modules and at least a total of 75% of the total number of credits to be completed in the degree program, minus the credits for the final thesis (72 credits). The Master's thesis has 30 credit points.

How do you find a topic?

You must write your Master's thesis in English!

There are several open theses topics that interested students can work on. Topics can arise from internships or talk to your lecturers.

Supervision

At least one of your supervisors for the Master's thesis must be habilitated, preferably a professor, private lecturer or have completed work similar to a habilitation (§7 para. 3 HSPV). In addition, at least one supervisor must be a member of the Institute of Geosciences. This also includes jointly appointed professors and private lecturers from GFZ, AWI or PIK.



Further information on the Master's thesis



Info FSR

Note: This flyer provides non-binding guidance. For legally binding and up-to-date information, please contact the Examination Office or the Study Coordination Office. If something is not (or no longer) correct, please let us know. (as of Januar 2026)

Request and deadlines

- Fill out the form in PULS ('Submit applications') and send it to the Examination Board with a brief description and overview of achievements
- After confirmation by the examination board: upload digitally via PULS to the examination office within one week (!)
- From then on, 6 months processing time, a maximum extension of one month is possible on request if there is a valid reason.
- The earliest submission is possible after one third of the time (2 months).
- The thesis must be assessed within 6 weeks.

Submission

- Digital submission via PULS
- Don't forget your declaration of independence

Defence

Your defence is a public event to which you will be invited within the university. Upon request your defence can also take place behind closed doors.

- 20 min oral presentation and 30 min examination discussion
- The assessment of the defence counts for 25% of the assessment of the Master's thesis.

LEGAL MATTERS



The General Regulations for the non-teaching Bachelor's and Master's degree programmes (BAMA-O) and



The subject specific study and examination regulations for the Master's degree programme in RSIV at the University of Potsdam apply, as well as the statutes amending them



MASTER'S PROGRAMME
IN REMOTE SENSING,
GEOINFORMATION, AND
VISUALIZATION (RSIV)