

Instructions for exam registration in HISinONE for Erasmus and Exchange students

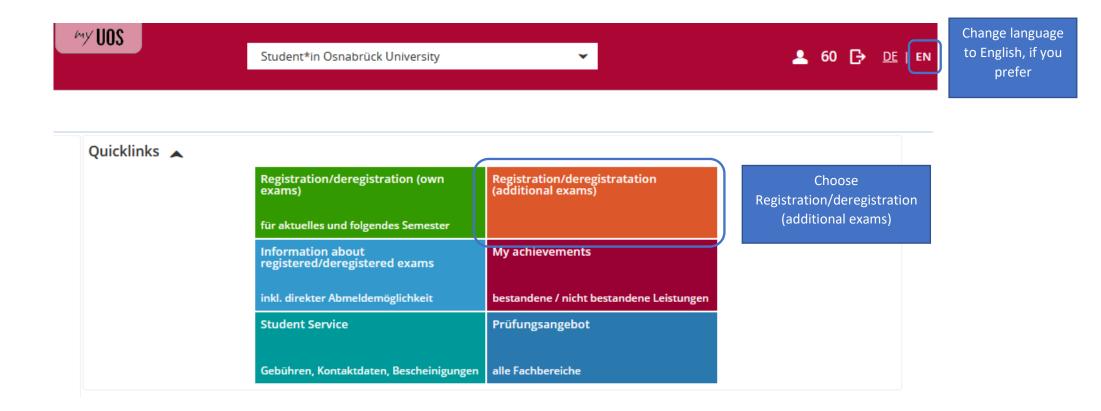
Winter Semester 2023/24

Registration period for exams at the Institute for Social Sciences: 23 December 2023 – 22 January 2024 For registration deadlines for courses from other departments, please refer to information provided by the lecturers.

Log in to HISinOne with your Osnabrück University account: <u>https://hisinone.dienste.uni-osnabrueck.de/</u>

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Click on the magnifying glass symbol for further information on the examination. Click on the door symbol to register for the type of exam you want to take.

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Examination performance = graded exam (usually for 6 ECTS)

Academic achievement = non-graded exam (pass/fail, usually for 4 ECTS)



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You are here: Home > My Studies > Exam registration and deregistration > Registration/deregistratation (additional exams)

() Important information about registration and deregistration. Please read carefully!

Proviso and managing your registrations:

Registration and deregistration using the HISinOne self-service functions takes place subject to the admission regulations as set down in the relevant valid examination regulations.

You are responsible for checking that your registration or deregistration has been properly recorded within the set deadline by using the menu item "Information about registered/deregistered exams". Should there be any irregularities or technical problems during the registration process, please contact the examinations office or HISinOne support immediately in order to ensure your registration is completed on time.

Cancelling registrations:

Online registrations can only be rescinded before the stated deregistration deadline expires. Once this deadline has passed, the registration is binding. Notifications of illness and other justified withdrawals after the deregistration deadlines have passed must be submitted to the relevant examinations office in accordance with the applicable examination regulations and within the admissible time frame.

Multiple registrations for an examination for the same semester or term are inadmissible:

Students may register for an examination only once per semester and per exam term. Should you wish to register for an examination using an examination registration number which has already been used (different course, examiner or examination format), then this can only be done following the prior cancellation of the existing registration within the given deadlines.

Examinations not accessible:

If you cannot open the examination you would like to register for (meaning there is no available option to register for it), then this examination is not currently being offered. If your program of study is based on old study regulations and your examinations are not being displayed, please contact your examinations office.

Examinations of another degree program or additional credits:

You must register for examinations of other degree programs via "Registration / de-registration (external examinations)". This also applies to examinations in your own subject that you would like to take as additional courses and for examinations that you need for your registered degree program from the interlinking area with other degree programs.

IMPORTANT: You may not take (and therefore not register for) examinations that are offered for degree programs in which you are not enrolled and that you do not need for your current degree program, e.g. due to elective areas, unless you are explicitly admitted to the examination by the examiner. If you cannot prove that you have been admitted, you are not entitled to an assessment even if you take the examination.

Please also note that you must also be (at least provisionally) enrolled in the Master's degree program for examinations in Master's degree programs or, in justified exceptions, you must have been admitted by the examination board in advance by way of a case-by-case examination.

Important:

You may only continue once you have indicated that you accept the above information by clicking in the box below.

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