

# 🗢 Course Registration

### Important information (read carefully!)

- Course registration is only possible
  - **AFTER** successful application (by June), student union payment (by the end of August/January) & activation activation of the UNIGRAZonline student account
  - **DURING** course registration timeframes prior to semester start (Sept/Jan)
- Course registration takes place in September (for winter semester) and February (for summer semester).
- If you have **completed each step in time** and according to the instructions provided for each step, you will have full access to UNIGRAZonline for course registration in September or February respectively. *Please note that delays in the process will lead you delays in course registration!*
- We strongly advise students to revisit their *list of intended courses (course nr, course title)* well ahead of course registration and based on the courses for the semester of their stay to see if there have been any changes.
- Also include *back-up courses* on your list. In case you do not receive a placement in every course on your priority list, you then have back-ups to fall back on.

#### **Steps prior to course registration**

- Activating the UNIGRAZonline student account: pdf
- Setting up the UNIGRAZonline student account: <u>pdf</u>
- How to look for courses
- Information on workload and grading

## **HOW TO REGISTER FOR COURSES**

Your UNIGRAZonline student account will allow you to organize your studies at Uni Graz. You will be able to search and register for courses in "All courses", compile courses you are interested in for later registration in "My bookmarked Courses" and always have an overview of the courses you are registered for in "My Courses".

- When **looking for a specific course** you have put on your list of intended courses, <u>select the correct</u> <u>semester</u> and <u>enter the course number / course titles</u> from your list of intended courses to find the course in the system.
- When **looking for ALL courses in a particular degree program** (=curriculum), <u>select the semester</u> and the <u>relevant degree program</u>. Make sure the program you select is at your level of study.

🛄 UNI GRAZ ONLINE		
A Courses		
All courses My courses My B	Bookmarked Courses	
		_
	lerm Curriculum	Organisation
L	2022 3 · All	
	Filter by course number, course title or person	

The system will then provide you with an overview of the course information for each course incl. course nr, course title, lecturer and information on course registration. To access the **course description** also including dates & times click on the <u>course title</u>. If the course if open for registration, click on "<u>go to course registration</u>" to **register**.

GRB.02714UB A Survey of Gree. Literature II 🏠	Ourse open for registration
VO   2 SH	
Lecturer: 💄 Porod, Robert	Go to course registration

If the course is **not yet open for registration**, the registration timeframe will be displayed. Make a note so you do not miss the timeframe for registration. We suggest **bookmarking** those courses or any courses you are interested in for course registration at a later time.

355.583 Applied Business Informatics 2 (Depth SAP)	Registration possible from 13.03.2023 15:00				
Lecturer: Puchleitner, Thomas Strohmeier, Franz	View course registration details				

In case you are enrolled in more than one degree program (only possible on bachelor level), you can select via which program you want to register for the course in the drop down-menu.

If the only option for enrollment is as "Free Registration", that is what you will select. However, whenever you are provided with additional options of registering for the course, we suggest you select an option other than "Free Registration" as these other options increase the chances for a confirmed place in the course. Note that this option is not available for every course.

ree	orogramme UB 033 637 Bachelorstudium; Latein	~	
nte	xts of the curriculum version		
N	lame	rec. sem.	Credits
2	017W Bachelor Programme Latin 17W		
	500/17/RK-GWFges-GEWI Gebundene Wahlfächer aus dem 2. Studienfach oder Ergänzungsfach		
	500/17W/RK-GWF-2.FA Modul SF: Gebundene Wahlfächer aus dem 2. Studienfach		
	500/17W/RK-2.FA-GR Modul SF: Gebundene Wahlfächer aus dem 2. Studienfach Griechisch		
	500/17W/RK-2.FA-Mod-GR Modul/Module aus dem 2. Studienfach Griechisch		
	T684/17W/MK-B Modul B: Einführungsmodul Griechisch		
)	T684/17W/PK-B.3 B.3: Griechische Literatur im Überblick II, VO	no semester recommended	4
2	017W Bachelor Programme Latin 17W		
	T637/17W/MK-I Modul I: Altertumswissenschaftliches Einführungsmodul Griechische Literatur		
)	T637/17W/PK-I.2 I.2 Griechische Literatur im Überblick II, VO	6th semester	4
) F	ree registration		

Then click "continue" to find an overview of the course registration information e.g. the registration timeframe & deregistration deadline or time/location of the course. For course registration, click on "register".

Degree programme: UB 033 637 Bachelorstudium; Latein SPO-Kontext: [VK] [T637/17W/PK-I.2] I.2 Griechische Literatur im Überblick II, VO Modify															
Group	Degree program	me													
	Re-/c /register	Grp	Ex.	only for	Ranking system	CP on course	Participants			Registration		tion	Deregistration	Time	
		requ.	prereq.	studies			Max.part (Grp.)	1	current participants	/ WL	from	1	to	to	location
	-	Note													
Standardgruppe	Register				KEINE			1	27	/ 0	02.02.22,10:30	1	30.06.22,23:59	30.06.22,23:59	9
Cancel															

De-registration from courses is possible up to the deregistration deadline indicated for the course. To de-register go to the course overview and click on "Edit course registration" and then on "Deregister".

	GRB.02714U VO   <b>2</b> SH		⊘ Assigned confirmed place					
~	Partial asses Degree prog	sments:- ramme: UB 033 637 Bachelor's program	nme; Latin		Exam dates			
	Deregistratio	n until 30.06.2022						
current	status:							
Group	Status	Status reached on Degree programme	Curriculum context		Comments Operation			
Standard	lgruppeCONFIRMED	PLACE 16.05.2022 15:40 UB 033 637 Bachelorstudiun	n; Latein [VK] [T637/17W/PK-I.2] I.2 Griechi	sche Literatur im Über	blick, Constant Deregister			

#### ATTENTION:

- Many courses will only allow for "**Registration on waiting list**". In these courses ALL students will remain on the waiting list until AFTER the course registration deadline is over and course placement are fixed. If you have not received a placement in one of your prioritized courses we trust you have followed the advice to register for more courses than you need and have a back-up.
- If a course is integrated in more than one degree program and lists different number of ECTS for the different degree programs, exchange students always receive the **highest number of ECTS** listed.