New: Registration processes for examinations and seminars in all Bachelor’s programs and Master’s programs in Business Administration, Business Education and Economics (Major and Minor)

These compulsory registrations apply to all PStOs (German abbreviation for: examination and study regulations)!!

Since courses of the new PStOs can be attributed to several modules and therefore there is a variety of polyvalent modules or module examinations, students need to determine to which module an envisaged examination should be attributed to. Further, the attribution of an examination to a module is essential in case that a passed examination should be repeated for the purpose of grade improvement. This implies: LSF-examination registration is essential and repetition of an examination for grade improvement is only possible with a registration (1st and 2nd attempt)!! Reverse: if you are not registered for an examination via the LSF, there will be disadvantages and additional steps to take for you. Improved grades will not be eligible to be booked as grade improvements. (see below)

Therefore: Register for all examinations via the LSF!

In case of missed examination registration via the LSF, the following applies to all examinations (Masterplan examinations, chair examinations, ABWLs (German abbreviation for: General Business Administration subjects) and for all compulsory examinations with definite module attribution ... in Bachelor's and Master's programs):

You need to personally register for the examinations with Ms. Dr. Boos (Business Administration and Business Education) or Mr. Dr. Neuhoff (Economics) at the ISC at the date which is to be announced.

Due to the delayed registration and the resulting individual processing, the announcement of your results will take significantly longer. Likewise, inspection of the examination without examination registration is not possible. The staff of the respective chair will in no event inform you about your grade or admit you to the inspection of the examination; the grades will not be booked by the chairs at the same time with the grades of the registered students.

The following applies to all seminars/pro-seminars/specialization-seminars etc.:

Regardless of the mandatory seminar registration (see here: http://www.isc.uni-muenchen.de/news-meldungen/seminaranm_verbindl_20160204/index.html) and the registration to Economics-specialization-seminars (see here: http://www.isc.uni-muenchen.de/studiengaenge/vwl/allgemein/schwerpunktseminar/index.html), which remain fully in force, you will also need to choose the module attribution before the end of the seminar, which means that you will also need to register via the LSF.

In doing so, please consider the following:

- In case that you register for the examination via the LSF, but do not receive admission to the seminar afterwards, the examination registration will be harmless.
- The examination registration via LSF does not replace the registration process which is
set centrally or by the respective chair;

• especially important is that the formally necessary examination registration via the LSF does not entitle to a seminar place.

As mentioned above, it applies for students, who have not registered for the examination via the LSF, that they will be informed late about the grade and that they will need to take additional steps to personally register with Ms. Dr. Boos (Business Administration and Business Education) and Mr. Dr. Neuhoff (Economics) at the determined dates.

**Summary:** As long as you are not registered for the examinations,

• you will be informed about the grade significantly later than the registered students and

• you will not be granted inspection of the examination.

Munich, 26th October 2016