

Registration guidelines for economic seminars

The official guideline is published in German on the website of the examination office:
<https://pafak3.wiwi.uni-siegen.de/info/pruefungen/seminare/>

1. Lecturers publish their seminar courses in the winter semester (summer semester) until July 31 (January 31) in unisono.
2. Students must contact lecturers directly to inform themselves about the content/topics of a seminar of interest. Then students receive a **preliminary** confirmation for a seminar slot and a deadline is set by the lecturer until when students have to register for the seminar examination, see point 4. By passing the deadline the promise is not binding anymore.
3. Students register for the examination of the seminar between August 15 (February 15) and September 30 (March 30) in the winter semester (summer semester). **Please mind: You cannot withdraw from this registration online!**
4. Students create via "My Studies" -> "Assignments and registrations" -> "Download as PDF document" an overview of their examination and course registration which they can present to the respective lecturer as a proof of registration.
5. After the receipt of the proof of registration the lecturer confirms the participation conclusively.
6. Upon request of the student, the examination office cancels a registration in exceptional justified cases after a consultation with the lecturer.
7. Lecturers send an overview of seminar participants and their grades to the examination office at the end of the semester.
8. If registered students do not participate in the seminar or cancel it during the semester the seminar will be graded with "not sufficient" (5,0)! In case a seminar is not passed after the second retake the Master examination is finally not passed!

In case of problems contact the examination office or your academic advisor, please.