Information Session for exchange students
Faculty of Economics and Business
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1. Contact Information & Important Dates
International Office of the Faculty of Economics and Business

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Kshitij Shah (Incomings)
befas@wiwi.uni-frankfurt.de

Where can you find us?
RuW Building
Rooms 1.247, 1.213, 1.214
Changes in Office Hours and Absences & News are on our Website
Questions? Contact us!

Questions about Degree Seeking Issues (Course Registration, Transcript, Grading, etc.)
To International Office of the Faculty Economics and Business

Kshitij Shah
RuW Building, Room 1.247
Email
Office Hours

Questions about Administrative Issues (Housing, Matriculation, etc.)
To Central International Office

Julia Freier
PEG Building, Room 2.G176
☎ +49-(0)69-798-15080
Email
Office Hours
Academic Calendar

Semester Dates
01st October 2022 – 31st March 2023

Lecture Dates
17th October 2022 – 10th February 2023

Examination Period
13th February 2023 – 24th February 2023
(For updates please check here)

Semester Break
22nd December 2022 – 6th January 2023
2. Selecting Modules
General Information

Full Workload: 30 credit points per semester

2 Types of Courses:

Lectures with exercises
- lectures, exercises, mentorial/tutorial
- ends with exam

Seminars/Compact Seminars
- discussions, smaller groups
- ends with assignment, presentation and exam
<table>
<thead>
<tr>
<th></th>
<th>Bachelor Lectures</th>
<th>Master Lectures</th>
<th>Seminars &amp; Modules with capacity constrains</th>
<th>Modules from other faculties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bachelor Students</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes, but we advice <strong>no master seminars</strong></td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Yes, registration for attendance via professor</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Master Students</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>
| **Registration**     | Registration only for **exams** necessary | Registration only for **exams** necessary | • Registration via form  
• Limited to three courses at maximum  
• Place after registration is not guaranteed | • See other faculty’s rules  
• Please take notice of all important deadlines and differences in the registration process for exams at other faculties! |
Lectures

• Attendance is not compulsory for lectures, but still we strongly urge you to view them (Lectures will be held digitally &/or in presence!)
• Try to help each other and form (if possible) digital studying groups
• Also do not underestimate the workload and start studying early enough

Study group platform

https://www.wiwi-frankfurt.de/unser-angebot/
# Course List to check relevant modules

**Course List Winter Semester 2022/23**

We do not guarantee that the dates and contents given below are correct and complete; the list may be subject to change.

Please check the course on QIS for the most up-to-date information and for more details (listed here).

You can find the exam registration forms linked here.

You can find the exam timetable linked here.

A space in the courses with a limited number of participants cannot be guaranteed. Please have an alternative in mind, in case you do not get accepted.

<table>
<thead>
<tr>
<th>ID</th>
<th>Code</th>
<th>Exam ID</th>
<th>Course Title</th>
<th>SWS</th>
<th>CP</th>
<th>Examiners full name</th>
<th>BSc/MSc</th>
<th>Limitation of Participants</th>
<th>Registration Procedure</th>
<th>Language</th>
<th>Start Registration</th>
<th>End Registration</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>IPA4EGOE</td>
<td>2095</td>
<td>Philosophische Grundlagen der Wirtschaft</td>
<td>3</td>
<td>6</td>
<td>Yvonne Thunhauer</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>12</td>
<td>WHAEWVA</td>
<td>2094</td>
<td>Einführung in die wissenschaftliche Arbeit</td>
<td>3</td>
<td>6</td>
<td>Katharina Bartsch</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>13</td>
<td>WMPFRIMB</td>
<td>2093</td>
<td>Investment Management mit MATLAB</td>
<td>3</td>
<td>6</td>
<td>Varu Hinn</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>14</td>
<td>WRHMPFEK</td>
<td>2092</td>
<td>Logistik Kundenidentifikation: Eine praxistaugliche Einführung</td>
<td>3</td>
<td>6</td>
<td>Helin Schmidtberger</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>15</td>
<td>WHMMECK</td>
<td>2091</td>
<td>Innovation, Entrepreneurship, Keynote</td>
<td>3</td>
<td>6</td>
<td>Cornelia Gras</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>16</td>
<td>WHMMEKTS</td>
<td>2090</td>
<td>Analysis of Economic and Financial Time Series</td>
<td>3</td>
<td>6</td>
<td>Beate Quisen</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>17</td>
<td>WHMEBMFP</td>
<td>2089</td>
<td>Die ökonomischen Klassiker und ihre moderne Fortsetzung</td>
<td>3</td>
<td>6</td>
<td>Bernhard Schäfer</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>18</td>
<td>WHMMECCA</td>
<td>2088</td>
<td>Innovation and Change in the Digital Age I</td>
<td>3</td>
<td>6</td>
<td>Christine Redmann-Streitz</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
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<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>19</td>
<td>WHMSEOSH</td>
<td>2087</td>
<td>Ethik der Sozialen Marktwirtschaft</td>
<td>3</td>
<td>6</td>
<td>Christof Altmann</td>
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<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>20</td>
<td>WHMSEBON</td>
<td>2086</td>
<td>Changing Business Models of Insurance Companies Due to Internal and External Influences</td>
<td>3</td>
<td>6</td>
<td>Jan van den Boel</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>21</td>
<td>WHMSEFIP</td>
<td>2085</td>
<td>Financial Economics with Python</td>
<td>3</td>
<td>6</td>
<td>Andreas Heidathal</td>
<td>Bachelor</td>
<td>Bachelor TNE (50)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>22</td>
<td>WHMSEPHI</td>
<td>2084</td>
<td>Wirtschaftliche Perspektiven und ethnische Herausforderungen</td>
<td>3</td>
<td>6</td>
<td>Patrick Heldt</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>23</td>
<td>WHMSEPHE</td>
<td>2083</td>
<td>Praktische Kenntnisse zwischen Wirtschaft und Ethik</td>
<td>3</td>
<td>6</td>
<td>Peter Hoeve</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
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<tr>
<td>24</td>
<td>WHMSEFIE</td>
<td>2082</td>
<td>Finanzthemen, Impact Investing und Social Entrepreneurship</td>
<td>3</td>
<td>6</td>
<td>Eberhard Schrodol</td>
<td>Bachelor</td>
<td>Bachelor TNE (30)</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>26-10-2022</td>
<td>28-10-2022</td>
</tr>
<tr>
<td>25</td>
<td>兵团1H</td>
<td>2081</td>
<td>Bedingungen und Strukturen beruflichen Lernens</td>
<td>4</td>
<td>6</td>
<td>Gerhard Hinotzer</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
</tr>
<tr>
<td>26</td>
<td>ACCS</td>
<td>1510</td>
<td>Accounting / Betriebsliches Rechnungswesen</td>
<td>3</td>
<td>5</td>
<td>Michael Hamel</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
</tr>
<tr>
<td>27</td>
<td>DREIC</td>
<td>1101</td>
<td>Hochschulpraxis / Praxis für Wirtschaftsverantwortung</td>
<td>3</td>
<td>5</td>
<td>Landau, Landau, Kung, von Doll</td>
<td>Bachelor</td>
<td>Bachelor Unlimited</td>
<td>registration</td>
<td>German</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
<td>10-10-2022</td>
</tr>
</tbody>
</table>
Checking the Courses: LSF
Checking the Courses: LSF
### Course Title, Type & Code

**Course Title**: Macroeconomics 2 - Single View

**Course Type**
- **Vorlesung mit Übung** - Lecture with exercise
- **Blockseminar** – compact seminar

**Course Code**: PMAK

**Term**: SoSe 2011

<table>
<thead>
<tr>
<th>Type of Course</th>
<th>Course Code</th>
<th>Hours per week in term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vorlesung mit Übung</td>
<td>PMAK</td>
<td>4.0</td>
</tr>
</tbody>
</table>

**Dates/Times/Location Group**: [no name]
## Frequency

**Woch** - weekly

**ungerWoch** - uneven weeks

**Einzel** - single

<table>
<thead>
<tr>
<th>Week Number</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 40</td>
<td>02-10-2022</td>
<td>08-10-2022</td>
</tr>
<tr>
<td>Week 41</td>
<td>09-10-2022</td>
<td>15-10-2022</td>
</tr>
<tr>
<td>Week 42</td>
<td>16-10-2022</td>
<td>22-10-2022</td>
</tr>
<tr>
<td>Week 43</td>
<td>23-10-2022</td>
<td>29-10-2022</td>
</tr>
<tr>
<td>Week 44</td>
<td>30-10-2022</td>
<td>05-11-2022</td>
</tr>
</tbody>
</table>

Even & uneven weeks
Dates/Times/Location Group: [no name]
In this case, you should attend all dates given below. It means that all the sessions will have different content.

Dates/Times/Location Group: Gruppe 1/Gruppe 2
In this case, you can choose between attending all sessions for Gruppe 1 or Gruppe 2. The content will be identical between the groups.
Online Learning System: **OLAT**
Using OLAT

- Log into OLAT with **HRZ account**
- Change language under settings ("Einstellungen") -> "Sprache"
- Use search engine to find your courses (title or course code)

**OLAT is really important!!!!**
Questions on course selection?
3. Exams & Registration Process
Written Exams

Examination Timetable
Please check that your Exams do not Overlap

Registration for Exams via Registration Form
To be handed into the examination office of the Faculty Economics and Business digitally via email with subject “Student ID, registration exchange student” to pruefungsamt@wiwi.uni-frankfurt.de
For updates:
Examination Office News
Example of Registration

Registration Form for Exchange Students
only for exams at the Faculty of Economics and Business

Please send the completed and signed form via e-mail (pruefungsamt@wiwi.uni-frankfurt.de) with subject “Student ID, registration exchange student” to the Examination Office of the Faculty of Economics and Business within the respective registration deadline.

For individual deadlines, please see the course list provided. We strongly recommend choosing courses without a limited number of participants, because these courses are available for sure. An availability of courses with limited number of participants is not sure and you are allowed to choose three courses with limited number of participants at most. You will receive notification to your e-mail one week after the deadline. If such a course on your registration list is not available.

Family Name, First Name: 

Student ID Goethe University: 

E-Mail Address: 

With my signature, I register for the following examination at the Faculty of Economics and Business:

<table>
<thead>
<tr>
<th>Exam ID</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Examiner</th>
<th>Limited Number of Participants</th>
</tr>
</thead>
</table>
Important for Registration!

Adding a course

hand in a new form with just the added course on the list

Withdrawing from a course

fill in the withdrawal from with just the course you wish to withdraw from

Please follow these rules or your form will not be accepted!
Deadlines

**Bachelor:**
Register and withdrawal until the **10th January 2023**

**Master:**
Registration for until the **10th January 2023**
withdrawal until one week before the exam

**Modules with Capacity Constrains (Bachelor), Seminars (Bachelor) and Master (early deadline):**
Registration and withdrawal until the **26th October 2022**

**NOTE:** For accurate details please check the individual QIS page
Who needs to leave before the 24th February because of the next study term at home?
Presheduled Exams

- Only possible if your new term at your home university starts earlier than our exam phase ends, and the respective professor agrees!
- Pre exam replaces the regular exam, you cannot participate in both

**How to register/withdraw**

1. Hand in **Registration Form** to examination office
2. Fill in **Approval Form** → collect signatures from 1.) Your home university 2.) your professors 3.) yourself
3. Hand in approval form to **me** (Kshitij Shah via e-mail) = **Registration**
4. To withdraw write an email
5. Take exam – Date and time to be discussed with Professor
6. Grading via exam certificate (filled in by professor) handed in to me (digitally is fine too)
Example of Approval Pre-scheduled exam Form

Approval for Prescheduled Examinations

Family Name, First Name: ____________________________

Student ID Goethe University: ________________________

E-Mail Address: ____________________________

Home Institution: ____________________________

1. Confirmation Home Institution

Lecture Period in Frankfurt: 17 October 2022 – 10 February 2023
Examination Period in Frankfurt: 13 February 2023 – 24 February 2023

With my signature, I confirm that the above-mentioned student cannot attend the examination(s) as scheduled, because the semester at our institution starts before the scheduled examination date(s) in Frankfurt and the student has to leave earlier because attendance at the home institution is compulsory at the semester beginning.

Because of this situation, the student leaves Frankfurt on: ________________

Date: ________________ Responsible Person’s Name and Signature: ____________________________

2. Confirmation Examiner

With my signature, I confirm that I approved to offer a prescheduled exam for the student named above. I will arrange details with the student.

<table>
<thead>
<tr>
<th>Exam ID</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Examiner</th>
<th>Examiner’s Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Questions on exams?
4. Transcripts & Grading
Transcript of Records

- Records of achievements
- Automatically prepared
- Sent to you in April

- Please give us all your certificates
  (exam certificates from prescheduled exams, course certificates from other faculties, language course certificates, etc.)

- For transcripts with Master/Bachelor thesis grades, please contact the examination office directly

- (Only for Paris-Dauphine Students)
# Grading System

<table>
<thead>
<tr>
<th>Grade Frankfurt</th>
<th>In Words</th>
<th>Explanation</th>
<th>ECTS Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 / 1,3</td>
<td>Very Good</td>
<td>A very good achievement</td>
<td>A / A</td>
</tr>
<tr>
<td>1,7 / 2,0 / 2,3</td>
<td>Good</td>
<td>An achievement that considerably surpasses the demands set</td>
<td>B / B / C</td>
</tr>
<tr>
<td>2,7 / 3,0 / 3,3</td>
<td>Satisfactory</td>
<td>An achievement that satisfies average demands set</td>
<td>C / C / D</td>
</tr>
<tr>
<td>3,7 / 4,0</td>
<td>Sufficient</td>
<td>Sufficient</td>
<td>E / E</td>
</tr>
<tr>
<td>5,0</td>
<td>Not sufficient</td>
<td>An achievement that does not meet demands set</td>
<td>F</td>
</tr>
</tbody>
</table>
5. Additional Information
Learning German

• German language courses at the ISZ „Internationales Studienzentrum“ (International Centre of Studies)
  Contact: Email or visit the Website

• Learn German…
  … to get to know German culture
  … to get in touch with Germans easier
  … to find your way through everyday life
  … to gain some credit points and good marks.
Library of the Faculty (BRuW)

Opening Hours
Mon - Fri 9 a.m. – 10 p.m.
Sat + Sun 10 a.m. – 10 p.m.

Lending & Return
Mon - Fri 9 a.m. – 10 p.m.
Sat + Sun 10 a.m. – 10 p.m.

Your student ID card is also your library card.
Student’s Initiatives

- Fachschaft WiWi
- Enactus
- AIESEC
- Goethe Business & Economics Club
- Bachelor Meets Business
- Green finance consulting e.V.
- 180 Degrees Consulting Frankfurt
- Impress! e.V.
- Founder Club Frankfurt
- MTP—Marketing zwischen Theorie und Praxis e.V.
Get in touch with others

WiWir Buddy Programm
Facebook
wiwir.buddy@gmail.com
Remember

• Please check your **Emails** regularly, also the spam folder!

• Please give us an alternative e-mail address if you use the email providers **outlook, live & Hotmail** by writing an email to [befas@wiwi.uni-frankfurt.de](mailto:befas@wiwi.uni-frankfurt.de)

• Staying for **two semesters**: Do not forget to re-register and pay the re-enrollment fee for the second semester in February!

•Whenever you contact us, please be detailed and provide as much information as possible.
Any last Questions?
Thanks for your attention!