

Information on selecting courses and registering

Auslandsbüro Wirtschaftswissenschaften

International Office of Economics and Business

Table of Contents

- General Information.....3
- Bachelor.....5
- Master.....6
- Seminars & Modules with Capacity Constrains7
- Hints on how to use the course catalogue on QIS.....8
- Prescheduled Exams.....10
- Contact details.....11

General Information

Full Workload: 30 Credit Points per Semester

2 Types of Courses:

Lectures with exercises

→lectures, exercises, mentorship/tutorial

→ends with exam

Seminars/ Compact Seminars

→discussions, smaller groups

→ends with assignment, presentation and exam

Which Courses can I attend? How do I register?

	Bachelor Lectures	Master Lectures	Seminars & Modules with capacity constrains	Modules from other faculties
Bachelor Students	Yes	Yes Registration for attendance via email to professor	Yes, but we advice no Master Seminars	Yes
Master Students	Yes	Yes	Yes	Yes
Registration	Registration only for exams necessary	Registration only for exams necessary	<ul style="list-style-type: none"> • Registration via form • Limited to three courses at maximum • Place after registration is not guaranteed 	<ul style="list-style-type: none"> • See other faculty's rules • Please take notice of all important deadlines and differences in the registration process for exams at other faculties!

Lectures Bachelor

- In the course catalogue titled as “Vorlesung mit Übung”
- **NO registration for attending the course** (just go to the corresponding hall on the first date of the lecture) and no prior contact with the lecturer necessary.
- **Exam registration takes place until 10th January 2023**
- You can withdraw only within the registration deadline.

As exchange students, you cannot register via QIS as stated in the course catalogue, you will have to fill in a “exam registration” form instead and pass it to the Examination Office of the Faculty digitally via email with subject “Student ID, registration exchange student” to pruefungsamtwiwi.uni-frankfurt.de .

Lectures Master

- No registration for attending the course for Master students, but for Bachelor students necessary (register via email to the lecturer)
- There are two deadlines for registering for exams of lectures („Vorlesung mit Übung“) in the Master’s program:
 - **Until 26th October 2022**
You can both register and withdraw only within the registration deadline
 - **Until 10th January 2023**
You can register only within the registration deadline and withdraw up to one week before the corresponding exam.

As exchange students, you cannot register via QIS as stated in the course catalogue, but instead you will have to **fill in a “exam registration” form and pass it to the Examination Office of Economics and Business**. Please hand in the original version. You can send it via e-mail at pruefungsamt@wiwi.uni-frankfurt.de .

Seminars & Modules with Capacity Constrains

Seminars

In the course catalogue titled as “Seminar” or “Blockseminar”, seminars are more interactive than lectures, i.e. students get to discuss and prepare presentations.

Please be informed that seminars are very different from lectures in structure and requirement and that they are a special challenge for students. You should only decide for a seminar if you have already achieved deeper knowledge of the subject of the course and if your level of the language of instruction is very good. This is also the reason why we especially advice Bachelor students not to choose master seminars. In general we recommend to concentrate on lectures.

Capacity Constrains

This information is mentioned on the QIS website as well as in the course list, please have a closer look in the description there.

Exam registration takes place until the 26th October 2022

- **Please note that you are limited to register for a maximum of three of these courses. This rule exists because of capacity constraints. National students are obliged attend at least one seminar**
- You are welcome to register for the courses, but **we cannot guarantee you a place**
- Other Deadlines or rules on QIS can be ignored if the registration is normally via QIS

Checking the Courses: QIS

You are here: [Home](#) → [Course Overview](#)

[Course Overview](#)

[Search for Lectures](#)

[Curricula Timetable](#)

[Lectures today](#)

[Hide menu](#)

Course Overview (WiSe 2021/22)

- ① **Vorlesungsverzeichnis**
 - ① Courses of the Faculty of Law
 - ① Courses of the Faculty of Economics and Business Administration
 - ① Courses of the Faculty of Social Sciences
 - ① Courses of the Faculty of Educational Sciences
 - ① Courses of the Faculty of Psychology and Sport Sciences
 - ① Courses of the Faculty of Protestant Theology
 - ① Courses of the Faculty of Roman Catholic Theology
 - ① Courses of the Faculty of Philosophy and History
 - ① Courses of the Faculty of Linguistics, Cultural Studies and Art
 - ① Courses of the Faculty of Modern Languages
 - ① Courses of the Faculty of Geosciences and Geography
 - ① Courses of the Faculty of Computer Sciences and Mathematics
 - ① Courses of the Faculty of Physics
 - ① Courses of the Faculty of Biochemistry, Chemistry and Pharmacy
 - ① Courses of the Faculty of Biosciences
 - ① Courses of the Faculty of Medical Science
 - ① Teacher Training
 - ① Other Courses

Explaining German Abbreviations

Macroeconomics 2 - Single View

Functions:

Page: **Course Type** [Responsible Instructor](#) | [Departments](#) | [Contents](#) | [Structure Tree](#)

Vorlesung mit Übung - Lecture with exercise
Bockseminar – compact seminar

Basic Information

Type of Course	Vorlesung mit Übung	Course Code	PMAK
Term	SoSe 2017	Hours per week in term	4.0
Expected no. of participants	120	Max. participants	
Language	englisch	Hyperlink	
Credits	6	Assioment	

Course Code

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.

	Day	Time	Frequency	Duration	Lecturer	Status
	Tue	16:00 bis 18:00		18.04.2017 t		
	Mo			04.2017 t		

Frequency
Woch - weekly
gerWoch - even weeks
ungerWoch - uneven weeks
Einzel- single

Presheduled Exams

- Only possible if your new term at you home university starts earlier than our exam period ends!
- A Pre exam replaces the regular exam, you cannot participate in both!

How to register/withdraw (Deadline: 10th January 2023)

1. Hand in **Registration Form** to examination office
2. Fill in **Approval Form** → collect signatures from 1.) Your home university 2.) your professors 3.) sign yourself
3. Hand in approval form to Kshitij Shah
4. = **Registration**
5. To withdraw come to the international office of the Faculty (at the moment via e-mail: befas@wiwi.uni-frankfurt.de)
6. Take exam – Date and Time to be discussed with Professor
7. Grading via Exam Certificate (filled in by professor) handed in to me

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

☎ +49 (0) 69 798 34838

[Email](#)

Questions about Administrative Issues (Housing, Matriculation, etc.)

To Global Office

Julia Freier

PEG Building, Room 2.G176

☎ +49 (0)69 798 15080

[Email](#)