

29.10.2020

Study Orientation Session: Studienbüro Volkswirtschaftslehre – Academic Office Economics

Structure

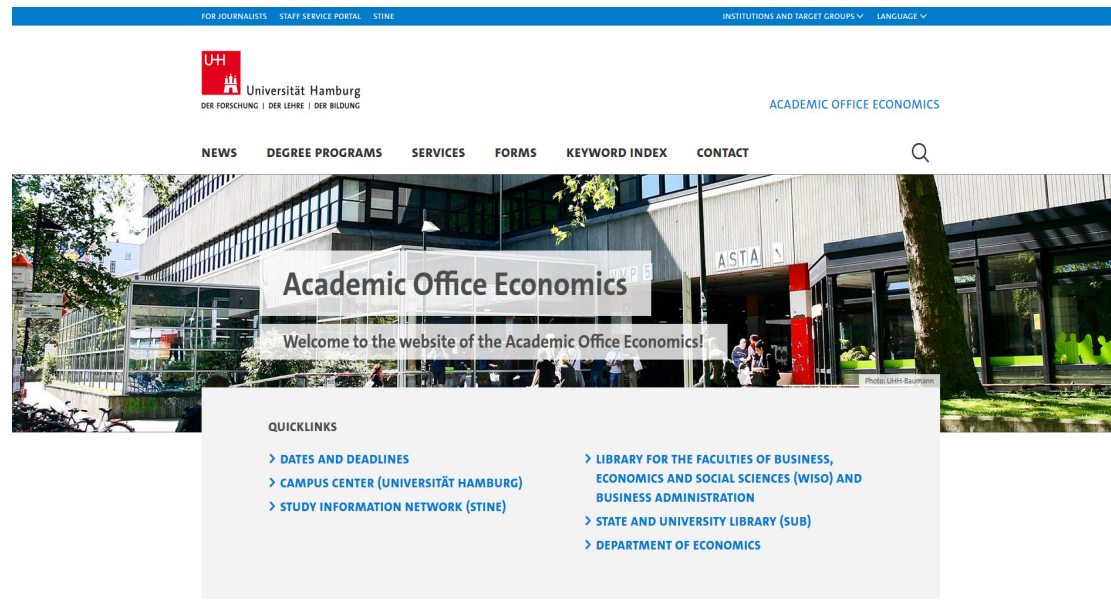
1. The Academic Office Economics
2. Your Course Enrollment
3. Your Certificate – The Transcript of Records

1. The academic office economics

- Your contact if you have any questions regarding the **organisation** of your studies in Economics.
- Our aim is to **guide** you through your stay at our faculty and to support you whenever you have any questions about it.
- We want you to **enjoy** your semester abroad and help you in organisational matters.

Our Website:

<https://www.wiso.uni-hamburg.de/en/studienbuero-volkswirtschaftslehre.html>



29.10.2020

Academic Office Economics

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Where you can find us

Address

Universität Hamburg
Academic Office Economics
Von-Melle-Park 5, Section C
D-20146 Hamburg

(Entrance behind the Haspa Shop)



The structure of the Academic Office Economics

The examinations and course manager

- Guidance concerning course registration
- Examination consulting
- Registration, change of registration, deregistration

Your examination and course manager: **Andrea Gnaida**

Contact information on the next page

Your contact person: andrea gnaida

Studienbüro Volkswirtschaftslehre
Von-Melle-Park 5, Section C
20146 Hamburg
Room: C0023, VMP 5

Tel: [+49 40 42838-4093](tel:+4940428384093)

Email: andrea.gnaida@uni-hamburg.de

Due to Corona Phone hours:

Tuesday: 1–3 pm

Thursday: 11 am–1 pm

2. Your Course enrollment

- Via online form
- <https://www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/course-registration/vwl.html>
- To fill in:
 - Course number
 - Number of tutorial group/time when tutorial group takes place
 - Lecturer

Registration deadlines

- For modules and courses

The registration Deadline for Courses:
2 November till 19 November
Please use the online form to be found
under Point 2.

- For written examinations

Application/deregistration via STiNE up
to three days before the respective
examination date

Course catalogue department of economics

▪ In STiNE



UHH > STiNE - Das Studieninfonetz

Startpage Application Course catalog FAQ Service Contact

- ▶ Course catalog
- ▶ WiSe 19/20
- SuSe 19
- WiSe 18/19
- SuSe 18
- ▶ Extracurricular courses
- WiSe 19/20
- SuSe 19
- WiSe 18/19
- SuSe 18
- ▶ Search in course catalog

Course catalogue

Overview > Faculty of Business, Economics and Social Sciences > International Incoming Students (Erasmi, Freemover etc.) > Course Program for Bachelor Students

- Course Program - Courses in English
- Course Program - Courses in German

First Examination dates faculty economics

From 22 February 2021 to 5 March 2021

! ATTENTION !

Every faculty has it's own examination dates!

Depending on the faculty your cours belongs to the examination dates can distinguish.

You can find information in this regard on the website of the corresponding faculty.

Second examination dates at the Department of Economics

At the Department of Economics there is a second examination date. Normally you will be registered automatically at the first examination date. If you want to join the second date because of a failed exam at the first date or other reasons, contact your study coordinator via mail or phone.

3. Your certificate – the transcript of records

- Application via online form
<https://www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/tor-application/tor-application-economics.html>

- To fill in:

all the courses you passed and which you would like to be shown on your Transcript

all necessary addresses, which are

1. Your valid home address and
2. The address of the academic office of your home university

3. Your certificate – the transcript of records

- Courses you passed at another institution (e.g. language courses at the SZ) can either also be registered via STiNE or shown on a certificate (the certificate must contain the title, the grade and the number of credits). Please attach the certificate at the online form.

<https://www.wiso.unihamburg.de/internationales/international-office/study-with-us/study-at-hh/tor-application/tor-application-economics.html>

- The created transcript will be uploaded in your document folder in STiNE. If you need a printed version in addition to that please send an e-mail to andrea.gnaida@uni-hamburg.de.

- You can find a summary of all important information here:
<https://www.wiso.uni-hamburg.de/en/studienbuero-volkswirtschaftslehre/service/service-fuer-incomings.html>
- If you have any questions or problems don't hesitate to contact Mrs. Gnaida.

Thank you for your attention!