



Universität Hamburg
DER FORSCHUNG | DER LEHRE | DER BILDUNG

FAKULTÄT
FÜR WIRTSCHAFTS- UND
SOZIALWISSENSCHAFTEN



Academic Office Economics

Welcome to the Study Orientation

Agenda

1. **Contact details for the Academic Office**
2. Your Course Application
3. Your Examination
4. Your Certificate – The Transcript of Records

Academic Office Economics

You find all the important information on our website:

www.wiso.uni-hamburg.de/en/studienbuero-volkswirtschaftslehre

NEWS DEGREE PROGRAMS SERVICES FORMS KEYWORD INDEX CONTACT



Contact

We are pleased to meet you in person in the Academic Office Economics.

Our address:

Von-Melle-Park 5
Entrance C – Groundfloor
20146 Hamburg

You are welcome to call us outside the office hours.



Your contact person

Andrea Gnaida

Tel: +49 40 42838-4093

Email: andrea.gnaida@uni-hamburg.de

Office hours

- Tuesday: 01:00 pm – 03:00 pm
- Thursday: 11:00 am – 01:00 pm

Academic Office Economics
Von-Melle-Park 5, Entrance C
20146 Hamburg
Room C0023

Course and examination manager

The course and examination manager is responsible for the correctness of your **STiNE account**.

Please contact your examination manager

- if grades in your STiNE account are missing.
- in case of problems with the registration or deregistration of courses, exams and your transcript of records.
- if your sick note does not appear in STiNE.

Your course and examination manager is **Andrea Gnaida**.

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Your course application

Via **online form**:

www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/course-registration/vwl

To **fill in**:

- Course title
- Course number / Number of tutorial group / time when tutorial group takes place
- Lecturer (optional)

Registration periods

- First registration period:
 - 2 October 2023, 09:00 am – 5 October 2023, 01:00 pm
 - Time of registration within the registration period has no effect on the place allocation.
- Second registration period (remaining place allocation):
 - 16 October 2023, 09:00 am – 26 October 2023, 01:00 pm
 - Allocation on a first-come, first-serve principle.

www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/course-registration/vwl

Course catalogue

UHH > STINE - Das Studieninfonetz

Startpage Application Course catalogue FAQ Service Contact

1.

Course catalogue

▸ WiSe 23/24 2.

SuSe 23

WiSe 22/23

SuSe 22

▸ Extracurricular courses

WiSe 23/24

SuSe 23

WiSe 22/23

SuSe 22

▸ Search in course catalogue

Course catalogue

Overview > Faculty of Business, Economics and Social Sciences > Department of Economics > A. Bachelor's programs

3. 4. 5.

- I. Economics (BSc)
- II. Minor in Economics (BA)
- II. Economy and Culture of China (BA)

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Exam registration

- You register for exams together with the registration of courses.
- For written exams, you can choose between two dates for each semester: one after the end of the lecture period and one before the start of the next lecture period.
- If you fail the first examination attempt, you have to register for the second attempt by yourself or you get in contact with your administration officer
- **Please note:** Every faculty has it's own examination dates! You can find information in this regard on the website of the corresponding faculty.

Exam deregistration

- You can deregister from written exams until **72 hours** before the date of the exam via STiNE.
- This does not apply for presentations and term papers!
- If you are registered for an exam and stay absent (or do not hand in your paper on time) without a medical certificate, you will get a failing grade.

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Your certificate – the Transcript of Records

Application via **online form**:

www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/tor-application/tor-application-economics

To fill in:

- Course title
- Course number
- Lecturer
- Number of ECTS

Your certificate – the Transcript of Records

- Courses you passed at another institution (e.g. language courses at the Volkshochschule) 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 in the online form.
- The Transcript will be uploaded in your **document folder** in **STiNE**.
- If your STiNE account doesn't exist any longer, please send an e-mail to andrea.gnaida@uni-hamburg.de

Thank you for your attention!

You can find a summary of all important information here:

www.wiso.uni-hamburg.de/en/studienbuero-volkswirtschaftslehre/service/service-fuer-incomings