Welcome to the Study Orientation
Agenda

1. Contact details for the Academic Office
2. Your Course Application
3. Your Examination
Academic Office Economics

You find all the important information on our website:

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

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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](http://www.wiso.uni-hamburg.de/internationales/international-office/study-with-us/study-at-hh/course-registration/vwl)
Course catalogue

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

- 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 its 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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2. Your Course Application
3. Your Examination
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