

# SSS Anglistik – Registration for Courses for the SoSe23

## Registration Period (13 - 21 February)

Registration for courses for the SoSe23 will take place from **13.02.** (00:00) until **21.02.** (12:00 noon) through u:space.

Courses generally start on 06.03 but some lecturers may start lessons earlier (information will be provided on u:find in the course entry).

If you do not fulfill the requirements to attend a specific course or exam but have a permission from the SPL to do so, let the SSS Anglistik staff know well in advance (before or during the registration period) by writing an email from your u:net address, specifying the reason and forwarding the SPL's email.

## Swapping places

- **WHO?** You can swap course places with a fellow student if both of you have a fixed spot in a group/course and both of you agree to the swap
- **HOW?** Write an email to the [sss.anglistik@univie.ac.at](mailto:sss.anglistik@univie.ac.at) with the subject line "Kurstausch" **from your u:net account** – all other emails will not be answered, please put your colleague's email address in CC. **Both of you need** to send an e-mail for the swap to be taken into consideration
- **WHEN?** As soon as you have received a fixed spot and until **10.03.**
- The swap will come into effect only after the two parties have sent a confirmation email **from their university e-mail-account**  
**IMPORTANT:** after the swap has been processed, please inform your lecturers so that they can add you to the corresponding Moodle course

## Late Registration (Nachmeldephase)

The late registration period will take place via **u:space** on a 'first-come, first-served' basis – you don't need to allocate points.

After the general registration period is over and once course allocation has been finalized, you will be able to register for remaining course spots on u:space (**from March 1<sup>st</sup>, 2023 onward**). Make sure to check the registration information under each course, for which you want to sign up, individually.

The registration for each course will be open until the day before the second session takes place.

Allocation of course spots will be continuous (not taking place on only one day). Please check your email account regularly, you will be notified if you have received a course spot.

Students from **other departments** can sign up for courses during the late registration period, as long as they fulfill the requirements.\* Provided that there are enough available course spots, you will be allocated to the course of your choice, shortly before the second session takes place. Please note that students from the English department take precedence.

\*Registration for **bachelor courses** is only possible if you have completed the STEOP in your own study program and fulfill the English department's general requirements to take the class of your choice. Registration for **master courses** is possible only with permission from the SPL Team. For this, make sure to write an email to [spl.anglistik@univie.ac.at](mailto:spl.anglistik@univie.ac.at) before/during the normal registration phase.