

18 October 2021

GUIDELINES ONLINE REGISTRATION FOR EXAMINATIONS

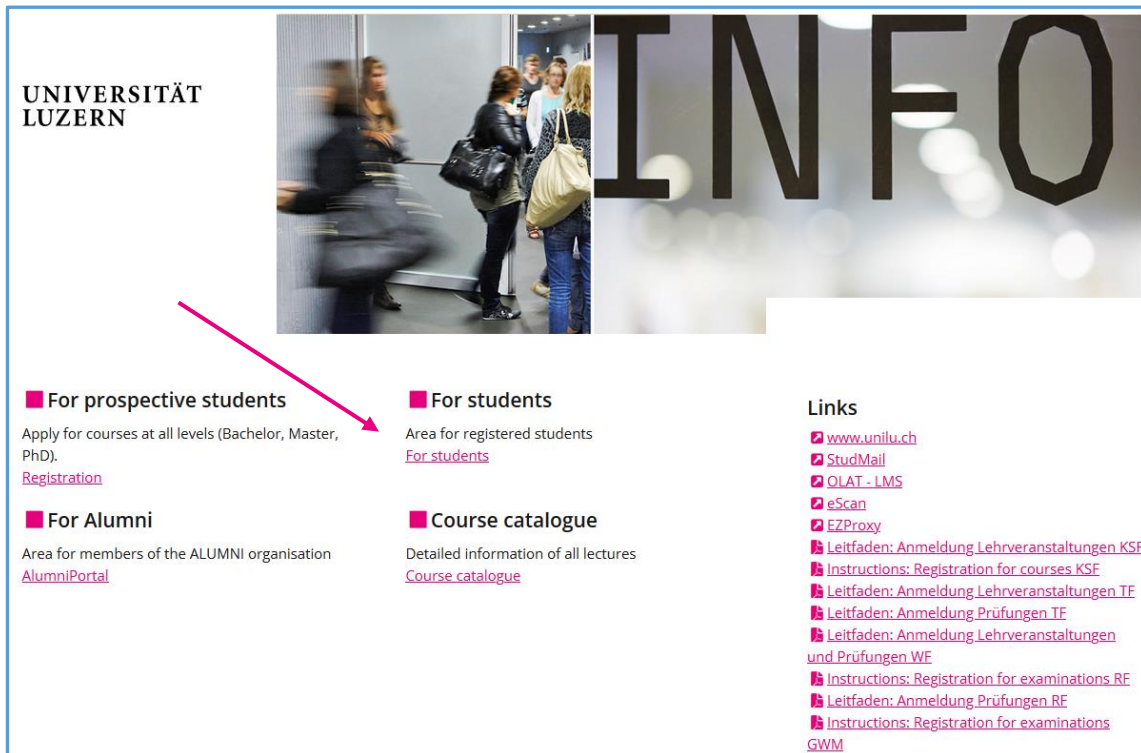
1	Login via UniPortal (https://portal.unilu.ch)	2
2	Registration for examinations	3
3	Overview of all registrations.....	6
4	Deregistration	7
5	History	8
6	Personal examination timetable	9

FROHBURGSTRASSE 3
P.O. BOX 4466
6002 LUCERNE

+41 41 229 53 14 / 15
pruefungen-rf@unilu.ch
www.unilu.ch

1 Login via UniPortal (<https://portal.unilu.ch>)

Click on the link **For students**.



UNIVERSITÄT
LUCERNE

■ For prospective students
Apply for courses at all levels (Bachelor, Master, PhD).
[Registration](#)

■ For students
Area for registered students
[For students](#)

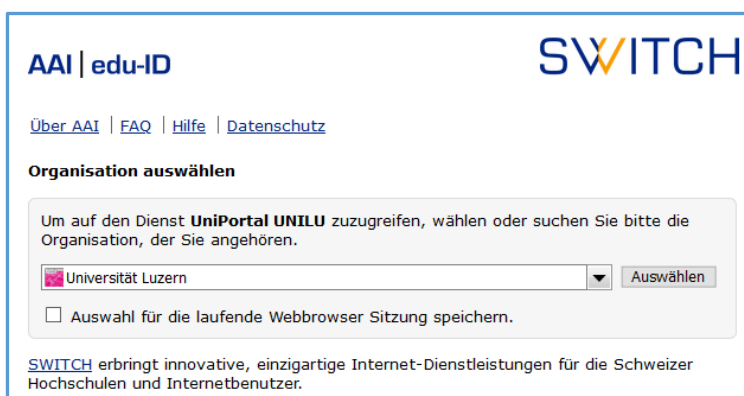
■ For Alumni
Area for members of the ALUMNI organisation
[AlumniPortal](#)

■ Course catalogue
Detailed information of all lectures
[Course catalogue](#)

Links

- www.unilu.ch
- [StudMail](#)
- [OLAT - LMS](#)
- [eScan](#)
- [EZProxy](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen KSF](#)
- [Instructions: Registration for courses KSF](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen TF](#)
- [Leitfaden: Anmeldung Prüfungen TF](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen und Prüfungen WE](#)
- [Instructions: Registration for examinations RF](#)
- [Leitfaden: Anmeldung Prüfungen RF](#)
- [Instructions: Registration for examinations GWM](#)

Choose **Universität Luzern**.



AAI | edu-ID

SWITCH

[Über AAI](#) | [FAQ](#) | [Hilfe](#) | [Datenschutz](#)

Organisation auswählen

Um auf den Dienst **UniPortal UNILU** zuzugreifen, wählen oder suchen Sie bitte die Organisation, der Sie angehören.

Auswahl für die laufende Webbrowser Sitzung speichern.

SWITCH erbringt innovative, einzigartige Internet-Dienstleistungen für die Schweizer Hochschulen und Internetbenutzer.

Log in with your SWITCH edu-ID.

→ For technical problems, contact helpdesk@stud.unilu.ch.

2 Registration for examinations

Choose as field of study “Master Mobilität | StuPO 2016”.

Academic achievements	
Personal information	Confirmations
First name, surname	■ Academic achievements
Matriculation number	Examinations
Field of study Master Mobilität StuPO 2016	Search / register (without KSF)
Status In progress	Registrations (without KSF)
Credits	Registration History
Not assigned credits	
Total average grade	
Information	

Then choose one of the fields

- Courses, Papers, Seminars of Faculty of Law
- Guest Lecture Course of Faculty of Law
- Courses at the Faculty of Humanities and Social Sciences
- Courses at the Faculty of Economics and Management

to register for the respective examinations

<p>Courses, Papers, Seminars of Faculty of Law 0 Cr</p> <p>Optional Legal Courses (0 Cr)</p> <p>Elective Courses Bachelor (0 Cr)</p>	<p>^</p>
<p>Guest Lecture Course of Faculty of Law 0 Cr</p>	<p>∨</p>
<p>Courses at the Faculty of Humanities and Social Sciences 0 Cr</p>	<p>∨</p>
<p>Courses at the Faculty of Economics and Management 0 Cr</p>	<p>∨</p>

Under "module" you will find all modules which are activated for registration in this field.

Please follow steps a) - f) in the order given. Do **NOT** click on the **Register** button directly, even if there is only one module to choose.

Registration

module

International Humanitarian Law a)

course/examination b)

PR: International Humanitarian Law (example oral partner exam) c)

International Humanitarian Law (example oral partner exam)
Oral c)

Caroni Martina d)

[Confirm enrollment](#) | [Show details](#)

Examination Type e)

oral exam, graded (StuPO 2016) (5 CP)

Register f)

Previous achievements

Optional Legal Courses

5 Cr

- Choose the respective module first
- Then click on "Please select" under Course / Examination.
- select the respective examination (click on circle with arrow)
- Choose "confirm enrollment"
- The type of examination including the respective credits will be shown.
- Click on the button **Register**, then your entire registration will be displayed in a pop-up window.

Register

Data entry → Completion of registration

International Humanitarian Law (example oral partner exam) [Hide details](#) [Print](#)

Session	RF fall semester 2019
Faculty	Faculty of Law
Examination type	Oral
Examiner	Caroni Martina
Study level	Master
Categories	RF: Master-Prüfungen
Duration of examination	Partner oral examination (30 min)
Partner examination	Yes
Comment	open book
Examination date	Date, time Thursday, 03.10.2019, 12:00 PM - 5:00 PM
	Date, time Friday, 04.10.2019, 8:00 AM - 6:00 PM

Specifying a partner is optional.

Partner Matriculation number - -

Partner

[Cancel](#) [Register](#)

Important: For oral examinations you can only register for the examination itself, you cannot choose a specific date or time.

Partner Examination

For a partner examination, please enter the partner's matriculation number.

After checking the details, you can complete the registration by clicking on the **Register** button.

The registration process is now complete. You will get the following confirmation:

Register

Data entry → Completion of registration

Complete
successful registration.
8/14/2019 1:34:05 PM
• [back to registrations](#)

International Humanitarian Law (example oral partner exam) [Hide details](#) [Print](#)

Session	RF-fall semester 2019
Faculty	Faculty of Law
Examination type	Oral
Examiner	Caroni Martina
Study level	Master
Categories	RF: Master-Prüfungen
Duration of examination	Partner oral examination (30 min)
Partner examination	Yes
Comment	open book
Examination date	Date, time Thursday, 03.10.2019, 12:00 PM - 5:00 PM
	Date, time Friday, 04.10.2019, 8:00 AM - 6:00 PM

Confirmations

Academic achievements

■ Examinations

Search / register (only RF, TF and WF)

Registrations (only RF, TF and WF)

Registration History

Termination of enrolment

For further registrations, select *Academic achievements* again.

3 Overview of all registrations

Please print out your registrations for evidence purposes. Go to [Registrations \(without KSF\)](#)
Choose the current examination session and then click on the button “Print all”.

Registrations (without KSF)

Registrations (without KSF)

View all sessions
 Session: RF fall semester 2021

Print all

International Sports Law **Print**

Session	RF fall semester 2021
Student ID number
Examiner	Bernasconi Michele
Duration of examination	Partner oral examination (30 min)
Partner examination	Yes
Grade	Oral exam (5 CP)
Comment	open book

Deregistration

Confirmation
Academic achievements
Examinations
Search / register (without KSF)
Registrations (without KSF)
Registration History
Examination statistics (only WF)
Termination of enrolment

4 Deregistration

If you want to deregister from an examination within the registration period go back to the overview of the **academic achievements** and choose the respective field and subsequently the respective module. Scroll down the list of displayed modules and click on the link **deregistration**.

The screenshot shows the 'Academic achievements' section of the online registration system. On the left, there is a sidebar with 'Personal information' and 'Note'. The main content area is titled 'Academic achievements' and contains a table of 'Examinations'. The table has columns for 'Examination Type', 'Previous achievements', and 'Optional Legal Courses'. The 'Optional Legal Courses' section is expanded, showing two modules: 'Modul: International Humanitarian Law' and 'Modul: Law and Society in a Global Context'. The 'International Humanitarian Law' module is further expanded, showing 'International Humanitarian Law, 1. Attempt: Registered (5 Cr)' with a 'Deregistration' link highlighted in pink. A pink arrow points from the 'Academic achievements' tab to the 'Deregistration' link.

The screenshot shows the 'De-register' page for 'International Humanitarian Law'. The page has a header with 'Data entry' and 'Completion of registration' buttons. Below the header, there is a table with the following information:

Session	RF spring semester 2019
Faculty	Faculty of Law
Examination type	Oral
Registered	3/12/2019 5:12:26 PM
Study level	Master
Categories	RF: Master-Prüfungen
Duration of examination	Partner oral examination (30 min)
Partner examination	Yes

At the bottom of the table, there are 'Logout' and 'Cancel' buttons. A pink arrow points to the 'Logout' button.

Click on the button **Logout** to confirm your deregistration.

The deregistration process is now complete. You will get the following confirmation:

For students > Examinations > De-register

De-register

Data entry
Completion of registration

Complete
 successfull **deregistration.**
 3/12/2019 5:21:59 PM

• [back to registrations](#)

International Humanitarian Law [Show dates](#) [Hide details](#) [Print](#)

Session	RF spring semester 2019
Faculty	Faculty of Law
Examination type	Oral
Registered	3/12/2019 5:12:26 PM
Study level	Master
Categories	RF: Master-Prüfungen
Duration of examination	Partner oral examination (30 min)
Partner examination	Yes

Confirmations
 Academic achievements
 ■ Examinations
 Search / register (without KSF)
 Registrations (without KSF)
 Registration History
 Examination statistics (only WF)
 Termination of enrolment

5 History

An overview of your registration history is available under “Registration History”.

Registration History

Exams	Status	Created on	Modified by
International Humanitarian Law	Abgemeldet	3/12/2019 5:23:27 PM	
International Humanitarian Law	Angemeldet	3/12/2019 5:12:26 PM	
International Humanitarian Law	Abgemeldet	3/6/2019 8:51:54 AM	Prüfadmin
International Humanitarian Law	Angemeldet	3/6/2019 8:44:09 AM	Prüfadmin
International Humanitarian Law	Abgemeldet	3/1/2019 2:57:24 PM	
International Humanitarian Law	Angemeldet	3/1/2019 2:49:32 PM	
International Humanitarian Law	Abgemeldet	3/1/2019 2:33:45 PM	Prüfadmin
International Humanitarian Law	Angemeldet	3/1/2019 2:07:17 PM	
Einführung in die Rechtswissenschaft	Abgemeldet	2/4/2019 1:33:58 PM	Prüfadmin
Rechtsphilosophie	Abgemeldet	1/22/2019 4:54:17 PM	Prüfadmin

Confirmations
 Academic achievements
 ■ Examinations
 Search / register (only RF, TF and WF)
 Registrations (only RF,TF and WF)
 ■ Registration History

6 Personal examination timetable

You will be informed via e-mail about the publication date of your personal examination timetable.

In the section **Registrations (without KSF)** you can download your personal examination timetable with all the details (date, time, place/room, examiner, supervisor).

Registrations (without KSF)

Registrations (without KSF)

View all sessions
 Session: RF fall semester 2021

Print all

International Trade Law **Print**

Session	RF fall semester 2021
Student ID number	11-775-095
Examiner	Diebold Nicolas
Duration of examination	Individual oral examination (20 min)
Partner examination	No
Grade	Benotete mündliche Prüfung (5 CP)
Dates	
Date, time	Friday, 24.12.2021, 09:50 - 10:10
Room	Raum: @home, Raumnummer:
Examiner	Diebold Nicolas
Assessor	Bernasconi Michele

Deregistration

International Sports Law **Print**

Session RF fall semester 2021

Confirmations
 Academic achievements
■ Examinations
 Search / register (without KSF)
■ Registrations (without KSF)
 Registration History
 Examination statistics (only WF)
 Termination of enrolment

Please print out your personal examination timetable.

Important: Courses that require an alternative form of assessment, i.e. a written paper, might not be displayed in the overview of the courses/examinations.

Further information is available in the "Information Sheet Examination Session for Exchange Students" (www.unilu.ch/rf/pruefungen).

For technical questions please contact our helpdesk at helpdesk@stud.unilu.ch or Tel. +41 41 229 50 10