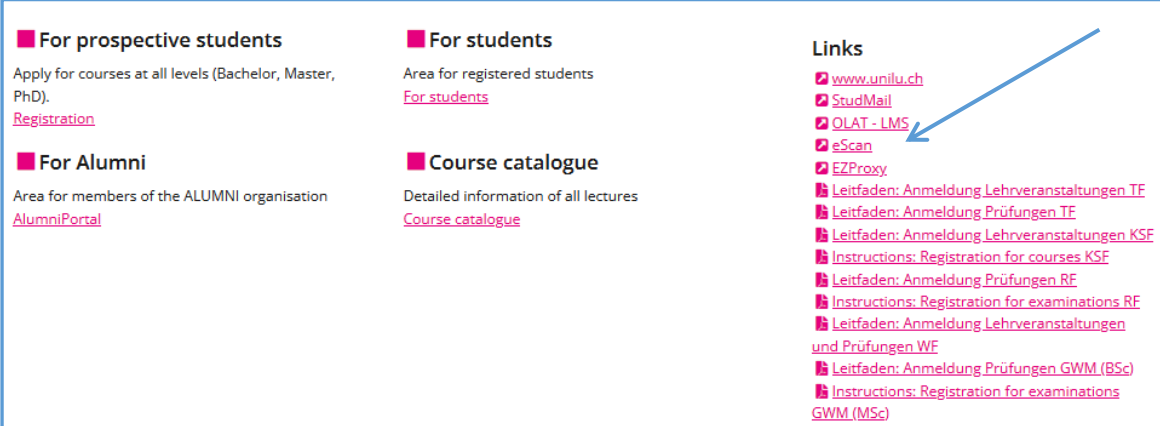


Date: 2 June 2023

## Instructions for eScan Download

Access to eScan will (as of June 2nd 2023) only be possible with a VPN client for access from outside the university or for access within the university building via the WLAN network “eduroam”. To install the VPN client for external access go to the page [https://it-help.unilu.ch/de\\_DE/anleitungen](https://it-help.unilu.ch/de_DE/anleitungen). Select the option “FortiClient VPN for students (with std.unilu.ch e-mail address)”.

1. Get started on the UniPortal (<https://portal.unilu.ch>)
2. Click on “eScan”



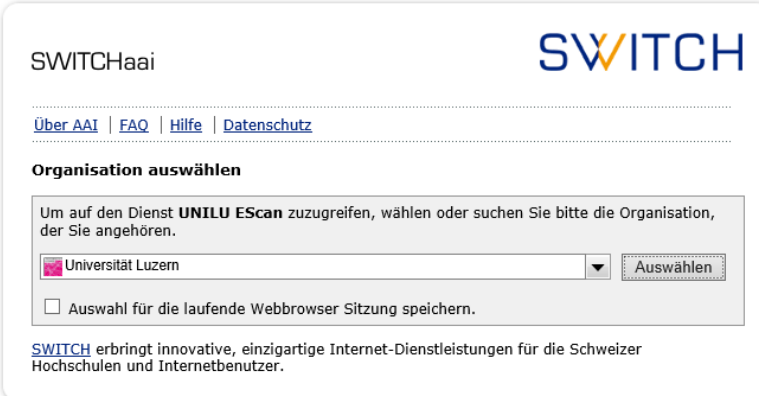
The screenshot shows the UniPortal homepage with a blue box highlighting the navigation menu and a list of links. The navigation menu includes:

- 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](#)

The 'Links' section includes:

- [www.unilu.ch](#)
- [StudMail](#)
- [QLAT - LMS](#) (indicated by a blue arrow)
- [eScan](#)
- [EZProxy](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen TF](#)
- [Leitfaden: Anmeldung Prüfungen TF](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen KSF](#)
- [Instructions: Registration for courses KSF](#)
- [Leitfaden: Anmeldung Prüfungen RF](#)
- [Instructions: Registration for examinations RF](#)
- [Leitfaden: Anmeldung Lehrveranstaltungen und Prüfungen WF](#)
- [Leitfaden: Anmeldung Prüfungen GWM \(BSc\)](#)
- [Instructions: Registration for examinations GWM \(MSc\)](#)

3. Choose “Universität Luzern» as your home organisation.



The screenshot shows the SWITCH AAI login page. The 'Organisation auswählen' section shows 'Universität Luzern' selected in a dropdown menu, with an 'Auswählen' button next to it. Below the dropdown, there is a checkbox labeled 'Auswahl für die laufende Webbrowser Sitzung speichern.' and a footer with the SWITCH logo and text: 'SWITCH erbringt innovative, einzigartige Internet-Dienstleistungen für die Schweizer Hochschulen und Internetbenutzer.'

4. Login with your SWITCH edu-ID.

FROHBURGSTRASSE 3  
POSTFACH  
6002 LUZERN

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

5. Then enter your examination sequential number. Your matriculation number was assigned a specific examination sequential number for the current examination session. You will find your matriculation number and the associated examination sequential number in the corresponding list on our website [www.unilu.ch/rf/pruefungen](http://www.unilu.ch/rf/pruefungen).
  6. You will have access to all your **written** examinations of the current session.  
**Important:** Only front pages of an examination are scanned (as explicitly stated on the examination cover sheet) but the whole examination is assessed.
  7. For questions related to eScan, please contact the Examination Administration of the Faculty of Law ([pruefungen-rf@unilu.ch](mailto:pruefungen-rf@unilu.ch); +41 41 229 53 14/15).
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### Repeat examinations

Only failed examinations can be repeated. Please note that repeat examinations take place in the following semester. Students who are no longer at the University of Lucerne by then are kindly requested to contact the Examination Administration of the Faculty of Law to organise the repeat examination ([pruefungen-rf@unilu.ch](mailto:pruefungen-rf@unilu.ch)).