Faculty of Economics & Management of the University of Lucerne

UniPortal registration instructions for exams and courses, Faculty of Economics and Management (FEM)

1. UniPortal registration is mandatory and binding for all FEM courses for which you wish to acquire credits. Registration is therefore not only required for courses with examinations, but also for courses without examinations (e.g. seminars). The UniPortal registration is only possible during the registration period.

■ **For prospective students**

Apply for courses at all levels (Bachelor, Master, PhD).
Registration

■ **For Alumni**

Area for members of the ALUMNI organisation
AlumniPortal

■ **For students**

Area for registered students
For students

■ **Course catalogue**

Detailed information of all lectures
Course catalogue

Links

- www.unilu.ch
- StudMail
- OLAT
- eScan
- EZProxy
- Instructions: Online-registration for courses KSF
- Instructions: Online-registration for courses KSF
- Instructions: Online-registration for courses TF
- Instructions: Online-registration for examinations TF
- Instructions: Online-registration for examinations WF
- Instructions: Online-registration for examinations RF

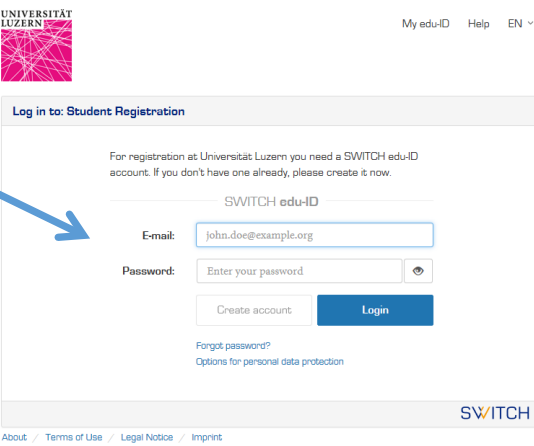2. The link **"For students"** opens the login to the protected area for enrolled students.

3. Select "University of Lucerne". The registration takes place via your SWITCH edu-ID login data

E-mail: Your SWITCH edu-ID mail

Password: ***********

4. Select **"Academic achievements"**

5. Select the appropriate level

Personal information

First name, surname	Peter Abbegg-Müller WF
Matriculation number	22-222-251
Field of study	MA Wirtschaftswissenschaften
Status	In progress
Credits	9 Cr
Not assigned credits	0 Cr
faulty Cr	3
Total average grade	4.63
Information	

Note

- **KSF:** registration and deregistration for courses of the Fall semester 2019 are possible from **Monday, 2 September 2019 (from 8 o'clock) until Friday, 27 September 2019 (until midnight).** **TF:** registration and deregistration for courses of the fall semester 2019 are possible from **Monday, 9 September 2019 (from 8 o'clock) until Friday, 27 September 2019 (until midnight).)**
- This overview of your current academic achievements is not legally binding. Your official and final transcript of records and your diploma will be handed over to you upon successful completion of your studies.
- TF, KSF and WF: If you need an official transcript of records during the course of your studies, e.g. when changing to another university or for application purposes, please contact the respective Dean's office of TF, KSF or WF.

Print version of your study performance
A transcript of records (PDF) is not available (before the examination session)

👁 Show all

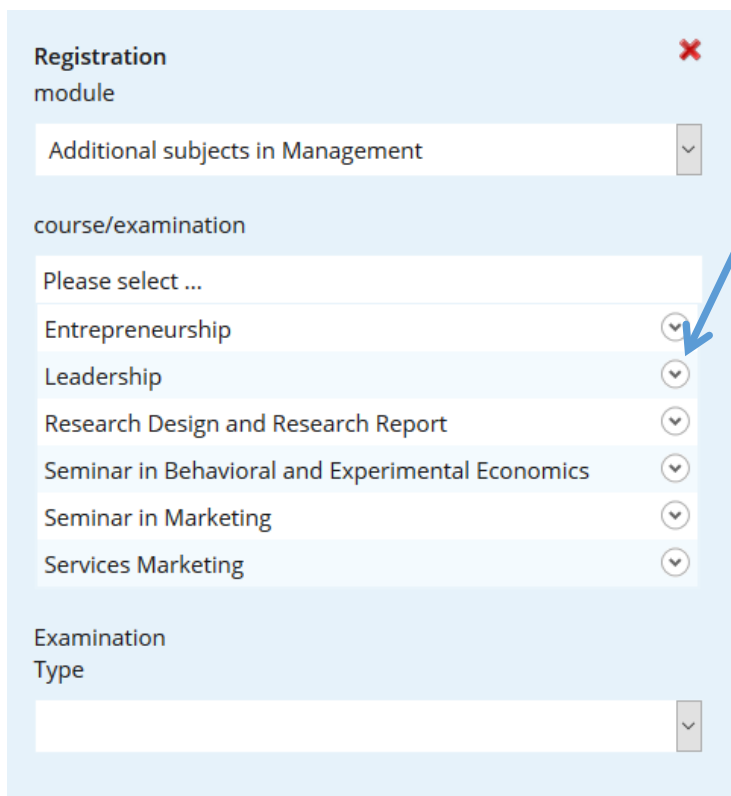|	
Compulsory subjects 6 / 24 Cr	⌄
Specialisation Markt-oriented Management 0 / 36 Cr	⌄
Optional subjects 3 / 12 Cr	⌄
Master Thesis 0 / 18 Cr	⌄
Obligations 0 Cr	⌄

6. Select the desired subject

Compulsory subjects
6 / 24 Cr

Causal Analysis	Games and Strategies	International Macroeconomics	Advanced Marketing Management
Public Economics	Strategic HRM	Corporate Finance	

Version dated: 1. October 2019

7. Select your course / examination from the drop-down menu and click on "Confirm enrollment"
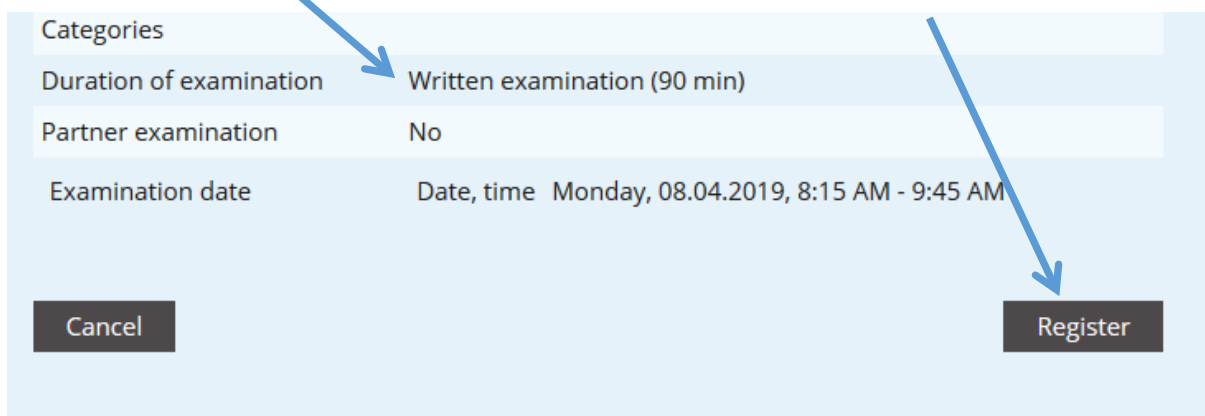
8. Then, click on "Register"

9. Select "Register"

The **"Duration of the examination"** shows you the exam mode (written / oral) and the duration (subject to extensions granted upon request; these are not displayed here).
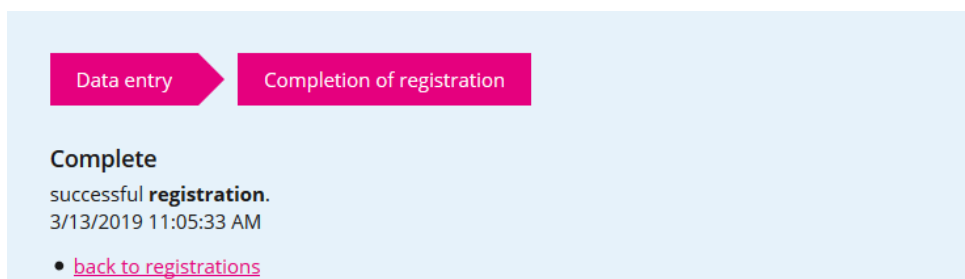
Categories	
Duration of examination	Written examination (90 min)
Partner examination	No
Examination date	Date, time Monday, 08.04.2019, 8:15 AM - 9:45 AM

Cancel   Register

10. The registration is now completed.

Repeat the process for any further exams / courses.

Data entry   Completion of registration

Complete
successful **registration**.
3/13/2019 11:05:33 AM

- back to registrations

11. You will find an **overview of your exam registrations** under **"Examinations"** and **"Overview of registrations / dates"**. Check whether you are registered for all desired exams!

Examinations

Examinations
In this section you are able to register/deregister for your examinations. Deregistrations can be done until the end of the registration period.

Please note the examination information for your particular Faculty.

Faculty of Theology
Faculty of Humanities and Social Sciences
Faculty of Law

Examinations (only for RF, TF and WF students)
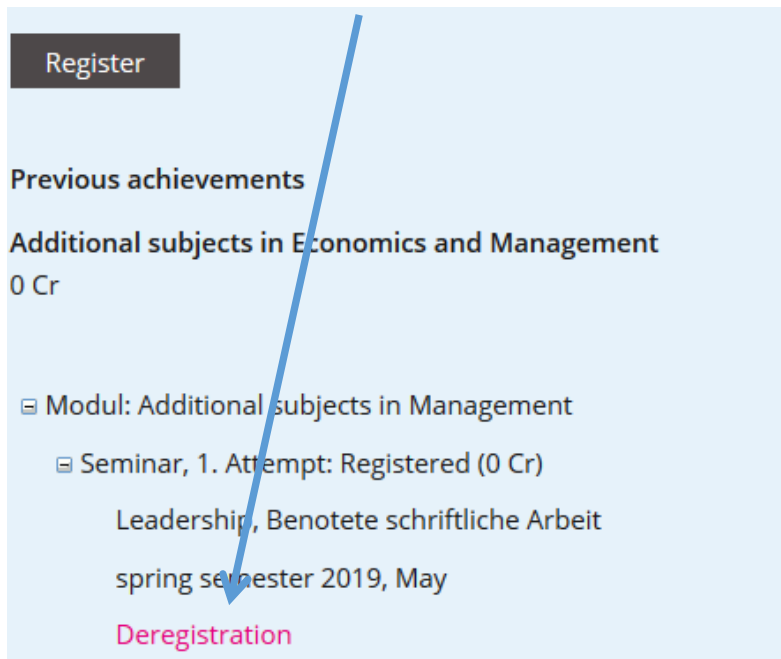
Search / register (only RF, TF and WF)
Overview of registrations / dates

An **overview of the registered courses** that are held without an examination (e.g. seminars) can be found under **"Courses"**. Check whether you are registered for all desired courses!

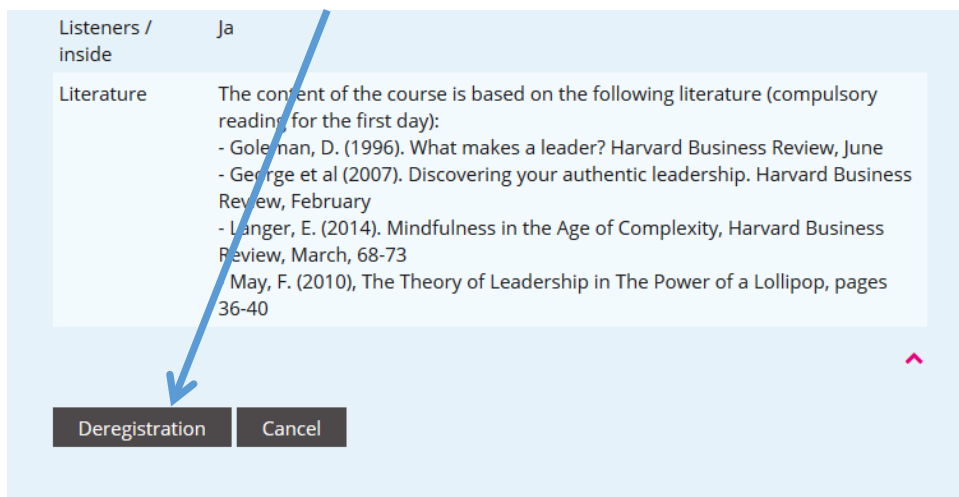12. **Please print the confirmation of your registration**

13. Deregistration

If you like to withdraw from a registered exam / course within the registration period, go back to the overview of academic achievements and select the area in which you wish to cancel your registration. Scroll to the desired module in the list of displayed modules and click on **"Deregistration"**.
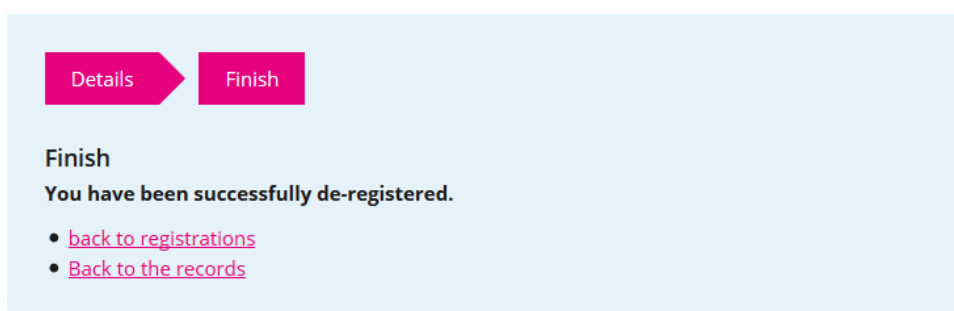

Confirm by clicking on the button **"Deregistration"**

For more information on the exams, please contact our examination website.

If you have any technical questions, please contact the Helpdesk of the University of Lucerne:

helpdesk@unilu.ch or phone +41 41 229 50 10.