

Step-by-step guide to register/sign up for courses

This document serves to guide you through the online registration/sign up (some might use the term booking or enroll) process for courses. By officially signing up for your courses you can organize your semester in a structured way. It is also part of the teaching organization process, so the lecturers are able to send important information to all participants. Make sure that you sign up for both the course and the exercise/seminar if there is an exercise/seminar that goes with the course. Please also sign off courses once you know you are no longer interested – particularly if they have limited capacity or are laboratory courses.

The deadlines at the Faculty of Engineering can be found on their [website](#). Other faculties than the Faculty of Engineering may have other deadlines and rules; in some cases, 'manual' registration (via email or via a form) may be necessary. Please always check out their websites, too, if you consider taking a course from another faculty (e.g. in the interdisciplinary profile).

Important: By signing up for a course you have not yet expressed any intention that you want to take an exam in this course. The [registration for an exam](#) is an independent step!

Should you have any questions, please feel free to contact study@inatech.uni-freiburg.de

STEP-BY-STEP PROCESS

1) Log in to HISinOne

- <https://campus.uni-freiburg.de>
- Change the language preference of the website to *English* at the top righthand corner of the page.

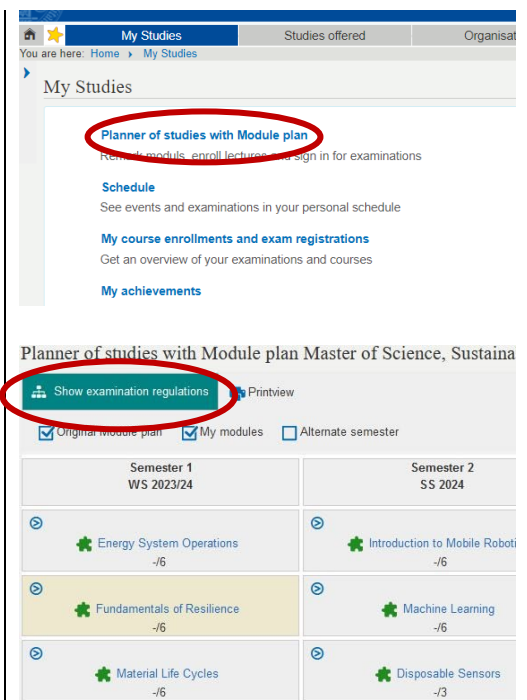
The pictures and selected modules/courses in this guide just serve as an example, so the term, dates, times and names might differ.

2) Search for courses


- You can use the [study planner](#), [course catalogue](#) or the [HISinOne search function](#). The main difference is the portal surface.
- Nevertheless, we highly recommend that you use the [study planner](#) (*Planner of Studies with Module Plan*), because this way you ensure that you sign up for courses which belong to the study program. If you do not use the study planner you might sign up for courses that cannot be counted towards SSE. Find a German video tutorial [here](#).

When you use the study planner – as recommended – please make sure that you select the **Master of Science, Sustainable Systems Engineering, Major, PO2021**.


If you can just see and select the old version – PO2016 – please let us know (study@inatech.uni-freiburg.de) and please do not sign up for courses until you hear back from us!



3) Click the *apply/enroll* button



- The button is easy to find, just look for this icon: 
- The button/icon is just visible during the registration period.
- Where the button is located depends on which way you use to look for your courses. Sometimes you have to confirm your choice twice.
- Apply/enroll stands for the German term *belegen*.
- There are different types of registration procedures, each of which is slightly different. Find more information [here](#).

Solare Energie / Solar Energy | 11LE68V-8060 | Veranstaltung

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Choose term

Term


Actions  





Term planning

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Basic data 

Title	Solar Energy
Short text	Solar Energy
Long text	Solar Energy
Number	11LE68V-8060
Organizational unit	<ul style="list-style-type: none">• Technische Fakultät (responsible)• BlaTeCh IP Photovoltaische Energietechnik (organizer)• Inst f Nachhaltige Technische Systeme-VB (co-organizer)• Inst f Nachhaltige Technische Systeme-VB (responsible)

Solare Energie / Solar Energy - Vorlesung 


 Save in schedule  Export data for calendars (ics)  Showing single entries 

Hours per week 4.0

Search for courses

11LE68V-8060 lecture course: Solar Energy

Achievement will be used for Solar Energy (Nr=11LE68MO-8060 PO 2021) - Energy Systems Engir
Engineering (PO-Version 2021) (Nr=11LE68KT-9991-MSc-672-2021) - AP Master of Science in Sus:
11LE68_SSE: Einfachbelegung (Belegwunsch) - belegen WS:
The Period last from 25.09.2023 / 00:00 to 08.10.2023 / 23:59

Actions & messages	Group	Dates (mm/dd/yyyy) and root
	-	Solare Energie / Solar Energy winter semester 2023 Tuesday, 17.10.23 - 06.02.24 HS 00 038 SCHICK - SAA Parndt, Britta Braunsch. Thursday, 19.10.23 - 08.02.24 HS 00 026 u - SAAAL (G-K) Parndt, Britta Braunsch.

TLE11NM02-052 PO 2021 - Methods of Material Characterization for Waste Management | Methods of Material Characterization for Waste Management - lecture course

- 1st group Method of Material Characterization for Waste Management - lecture course
 - Tuesday, 10/11/21 - 2024-09-12 12:00 to 14:30 Thursday 08:00-09:00 (A-Kolloid-Altkor 363)
 - Lecturer: Markus Eberbach-Arns
- Methods of Material Characterization for Waste Management - exercise course
 - Thursday, 10/11/21 - 2024-09-12 12:00 to 14:30 Friday 08:00-09:00 (A-Kolloid-Altkor 363)
 - Lecturer: Markus Eberbach-Arns

TLE11NM02-0723 PO 2021 - Model Prediction Control for Sustainable Process Systems

Detail view

Methods of Material Characterization for Waste Management | TLE11NM02-052 | course

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Choose item

 Term (Wintersemester 2023/24) ▾

Actions

 Export

Term planning

Counts Contents / Modules University course catalog Modules / Courses of study

Basic data ▼		
Title	Methods of Material Characterization for Waste Management	Exercise class
Short text	Methods of Material Characterization for Waste Management	Frequency of offer only in the 1st semester
Long text	Methods of Material Characterization for Waste Management	2023-24 2024-25
Number	TLE11NM02-052	
Organizational unit	• Institute of Technology Systems (VSB (progressive)) • Technische Fakultät (Engineering)	Designated areas of study 0-20 Period per week 1.0 Points 11.75 ECTS

4) Check if it worked

- Check [My course enrollments and exam registrations](#). There you find an overview of all the courses you signed up for. The status depends on the registration procedure.
- When your status changes to *confirmation of participation* you will receive a confirmation email.
- Sign off if you do not want to participate anymore.

The screenshot shows the 'My Studies' page. The navigation bar includes 'My Studies' and 'Studies offered'. Below the navigation bar, the 'My Studies' section contains links for 'Planner of studies with Module plan', 'Schedule', 'My course enrollments and exam registrations' (circled in red), and 'My achievements'. Below this section, the 'My course enrollments and exam registrations' section is visible, showing a table of courses with columns for 'Dates (mm/dd/yyyy) and rooms' and 'Status'. The table lists two courses: 'lecture course 11LE8SV-8056 Grid Integration and Control' and 'Studienstart Uni Freiburg'.

5) Use the schedule tool

- Find a German video tutorial [here](#).
- If you successfully signed up for a course, it will appear automatically in your schedule. If not, your participation might not have been confirmed yet.
- If you just want to plan your studies with this tool, you can click *Save in schedule*. However, this is not another way to sign up for a course. This is just an option for you to get an overview and to plan your semester.

The screenshot shows the 'My Studies' page with the 'Schedule' link circled in red. Below this, the 'Detail view' for the 'Solar Energy | 11LE8SV-8060 | course' is shown. The 'Choose term' dropdown is set to 'Wintersemester 2023/2024'. The 'Term planning' section shows 'Basic data' for the course, including 'Title', 'Short text', 'Long text', 'Number', and 'Organizational unit'. The 'Save in schedule' button is circled in red. Below this, the 'View options' section shows a calendar view for the course, with a table of dates and times.