

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

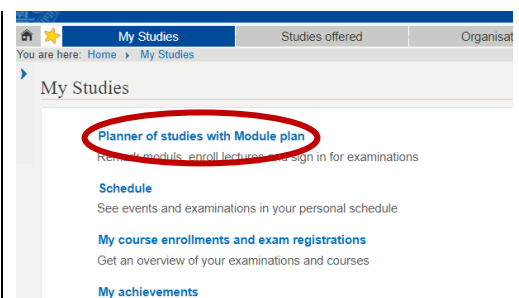
1) Log in to HISinOne

- <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.

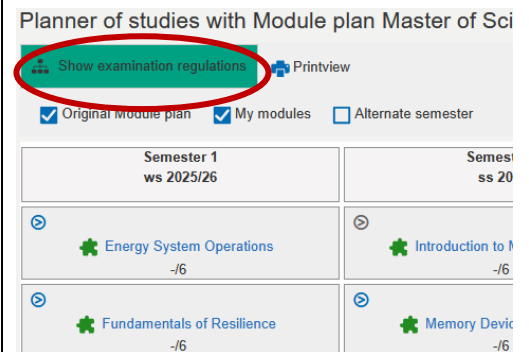
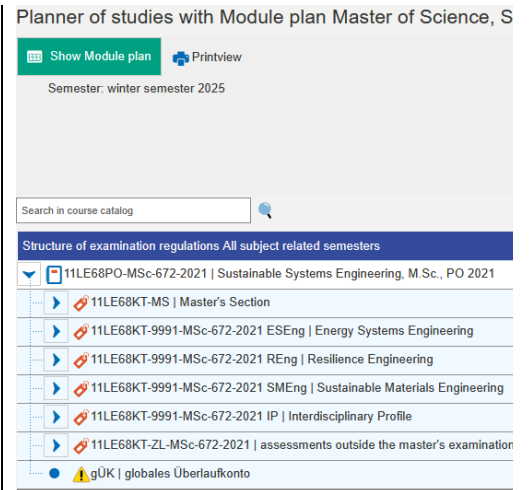
2) Search for courses

- 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](#).



- You should see a tree structure.

- If you end up seeing the courses sorted by semester, click *Show examination regulations* to get back to the tree structure.



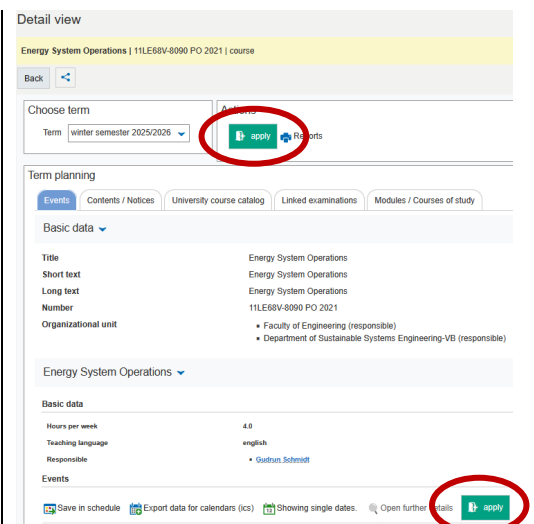
3) Limit the search results

- In the upper right section, select *only organized* courses and *none* of the exams and non-graded works.
- Use the arrows to expand an element and see more information. Click on the title of the course (next to the icon looking like an open book), to see a detailed view of the course.
- If a module does not have an arrow to expand it, it is not *organized* for this semester, meaning it does not take place this semester.



4) Click the *apply/enroll* button

- The button is easy to find, just look for this icon:
- The button/icon is visible only 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](#).




- If a module consists of several courses, e.g. lecture and exercise, sign up for all of them.

- If you can sign up for the lecture, but cannot sign up for the exercise, check the section *Contents/Notices* in the detailed view of the lecture. Sometimes there is no separate registration for the exercise and a registration for the lecture means you are also signed up for the exercise.

Planner of studies with Module plan

11LE68V-8090 PO 2021 lecture course: Energy System Operations

Achievement will be used for Energy System Operations (Nr=11LE68MO-8090 PO 2021) - Engineering (PO-Version 2021) (Nr=11LE68KT-9991-MSc-672-2021) - AP Master of Science 11-TF Veranstaltungsbelegung Sofortzulassung mit Warteliste WS: The Period last from 22.09.2025 / 00:00 to 11.01.2026 / 23:59

Actions & messages	Group	Dates (mm/dd/yyyy)
 enroll ⓘ No limit for attendees, all attendees will be enrolled	-	Energy System Op winter semester 2025 Monday, 13.10.25 R 03 026 Sem Tuesday, 14.10.25 R 03 026 Sem

11LE68MO-8020 PO 2021 | Fundamentals of Resilience



- 11LE68V-8020 | Fundamentals of Resilience | lecture course
- 11LE68U-8020 | Fundamentals of Resilience - Exercises | exercise course

Detail view

Nanofabrication and Nanocharacterization | 11LE68V-4120 | course

Back

Choose term
Term: winter semester 2025/2026

Actions
 apply  Reports

Term planning

Events Contents / Notices University course catalog Modules / Courses of study

Remark ⓘ Recommendation
If you are signed up for the lecture, you are automatically signed up for the exercise.

Comment

5) 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.

My Studies

You are here: Home > My Studies

My Studies

Planner of studies with Module plan
Remark modules, enroll lectures and sign in for examinations


Schedule
See events and examinations in your personal schedule

My course enrollments and exam registrations
Get an overview of your examinations and courses



My achievements

My course enrollments and exam registrations

Choose term
Term: winter semester 2025/26

Action 

Enrollments and admissions

 Hide lectures  Hide examinations and non-graded works

ⓘ You have applied for courses.

course: lecture course 11LE68V-8030 Material Life Cycles

Dates (dd.mm.yyyy) and rooms

- Materialebenszyklen / Material Life Cycles - Vorlesung

6) 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, hence the warning. It is unfortunately in German and a bit misleading. “Success” means in this case that you have successfully saved it to your schedule, not that you have signed up for the course. Saving a course in your schedule is just an option for you to get an overview and to plan your semester.

