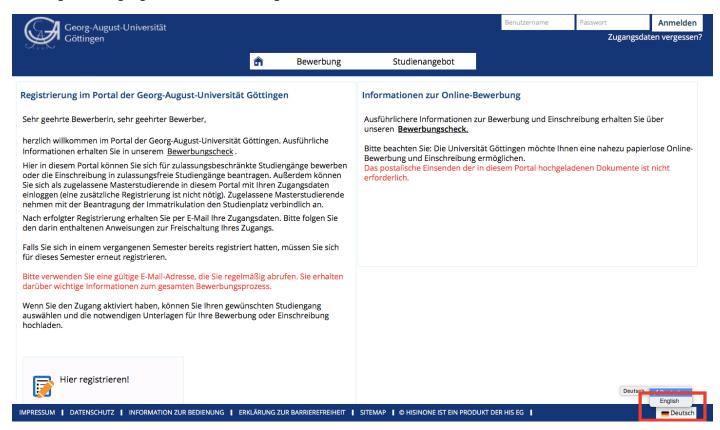
Step 1: Online enrolment

Steps for enrolment in the online platform:

a. Change the language from German to English



b. Log in with your access data

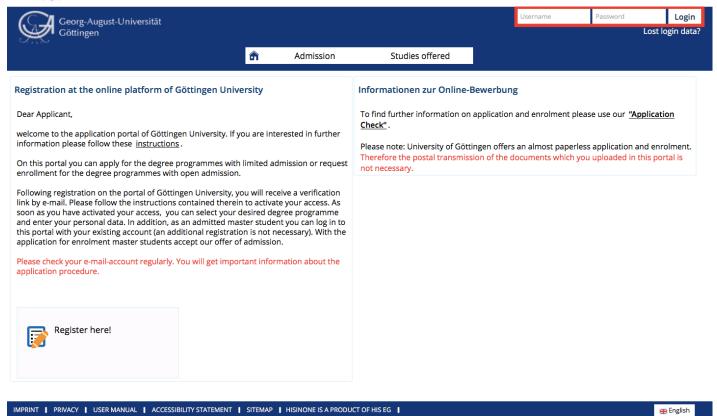
Log in with the username and password you received by e-mail during your application (DO NOT REGISTER AGAIN)!

If you have forgotten your password, please use the following link to get a new password:

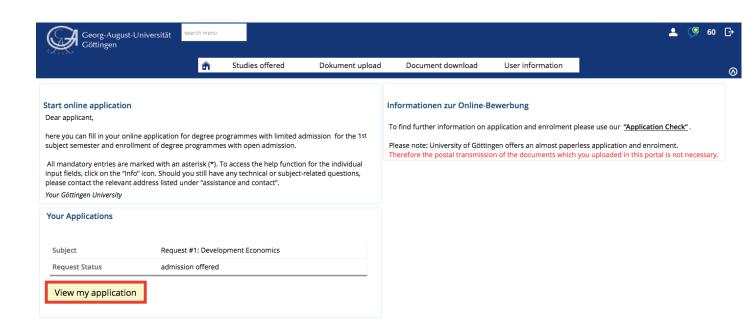
https://masterportale.uni-goettingen.de/wiwi/en/request_password.php

Please do **not** click on *Lost login data?* on the online platform for enrolment!



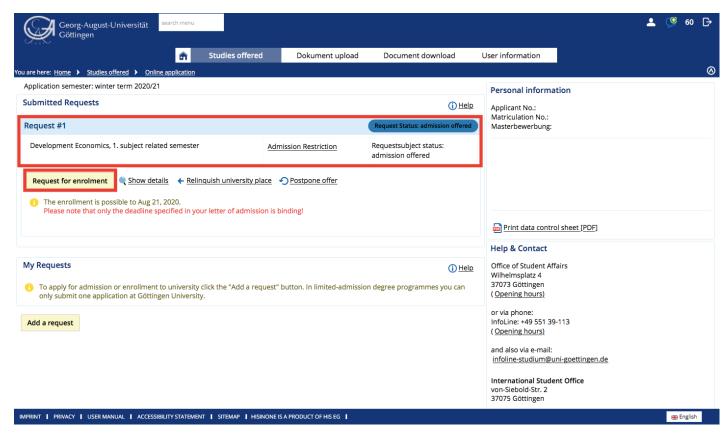


c. Click on View my application

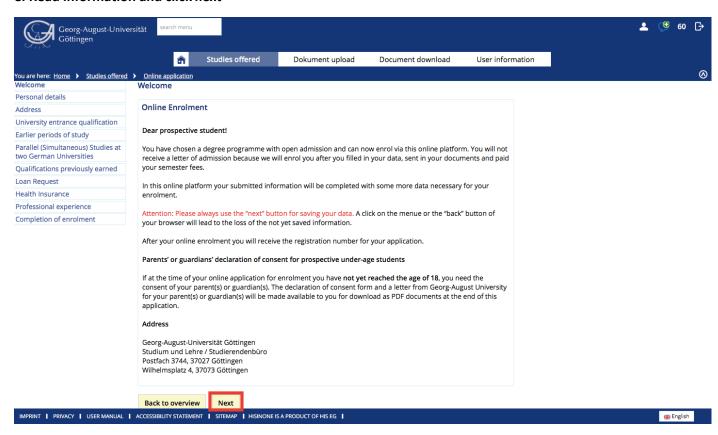


d. Click on Request for enrolment

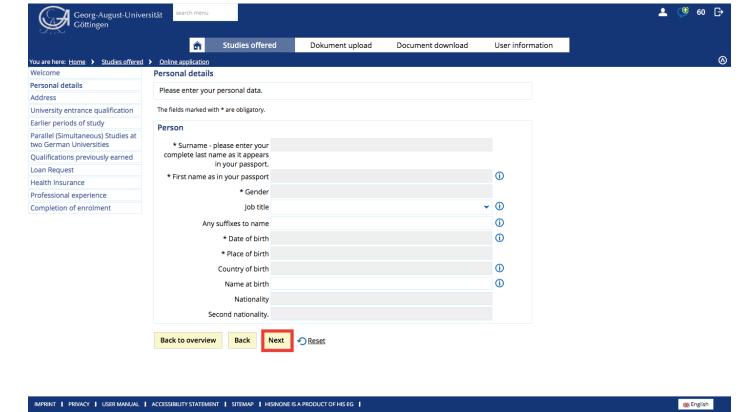
If there are several admissions offers, please check that you are enrolling for the correct degree programme.



e. Read information and click next

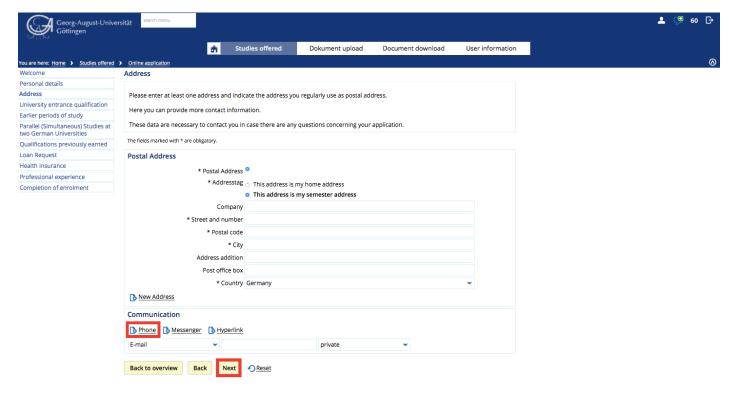


f. Complete your personal details and click next

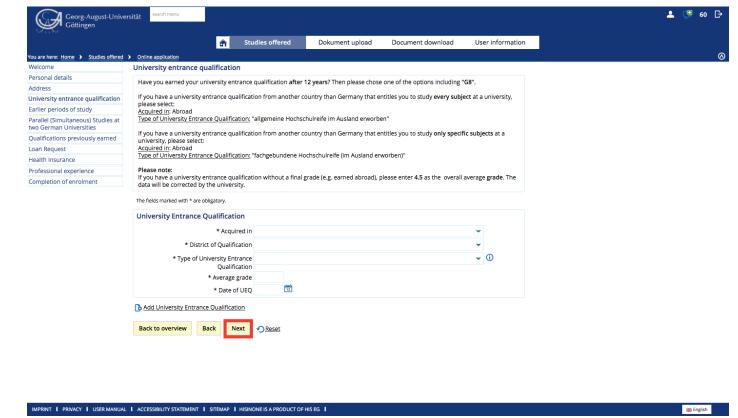


g. Complete your contact details and click next

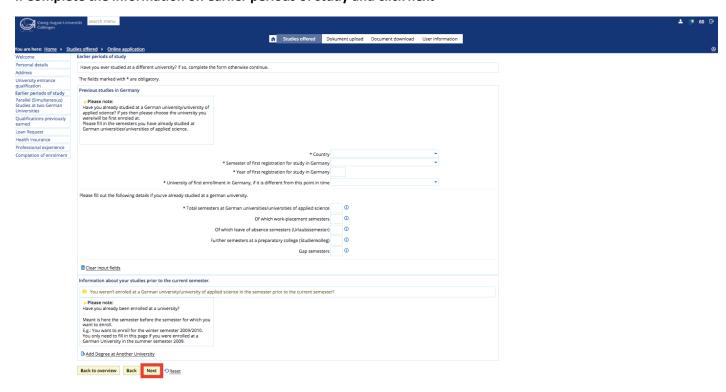
Please do not forget to leave your phone number. Due to the Corona pandemic, we are obliged to be able to follow contact channels in some places, e.g. for exams in presence. For this purpose we need your current telephone number.



h. Complete your information on your university entrance qualification and click next



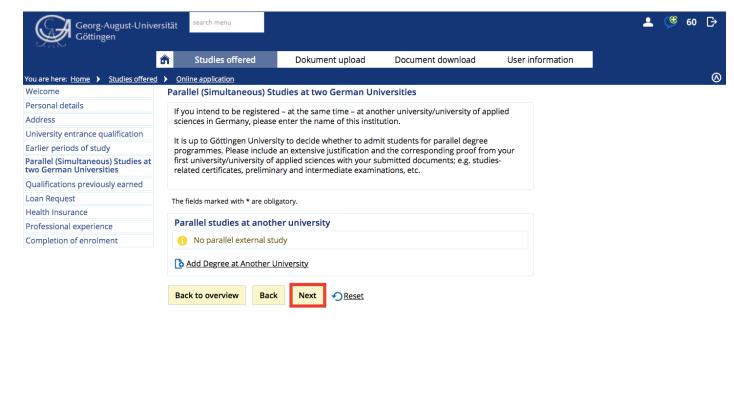
i. Complete the information on earlier periods of study and click next



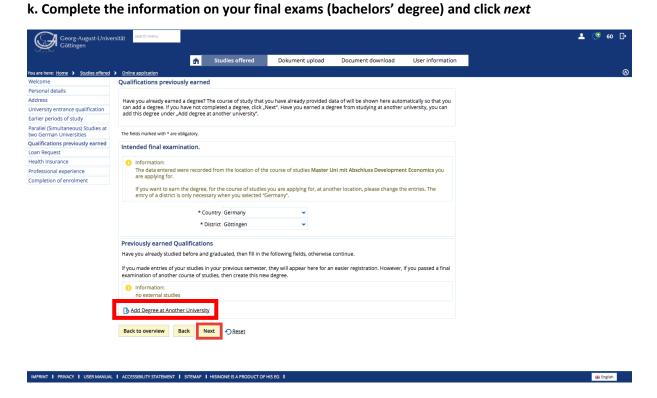
🌉 English



j. Only if applicable: complete the information on a parallel studies and click next

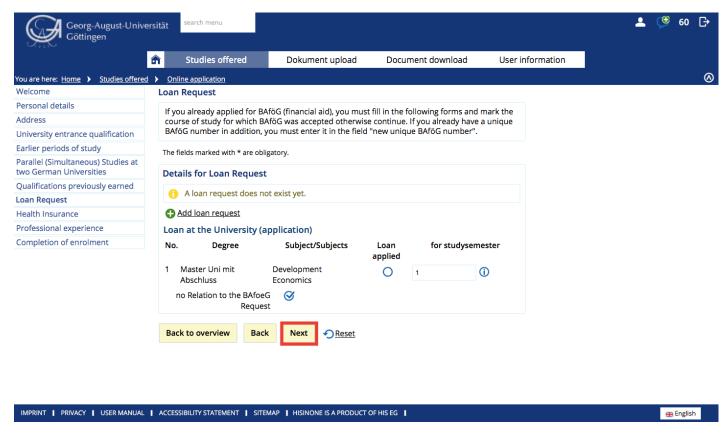


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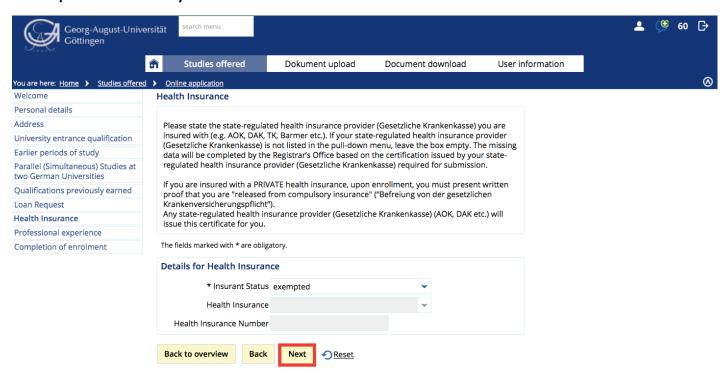




I. Only if applicable: complete the information on loan request (BAföG) and click next

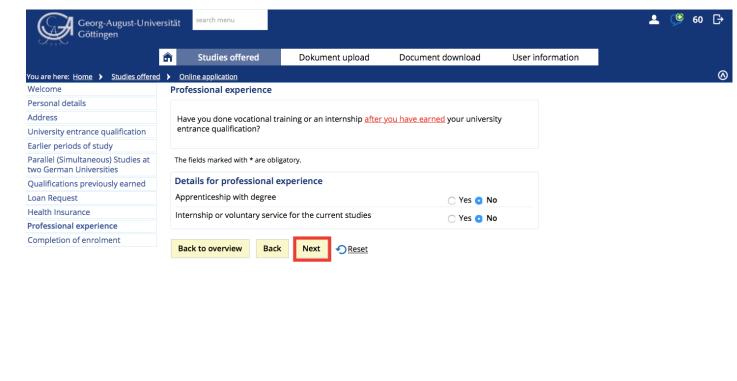


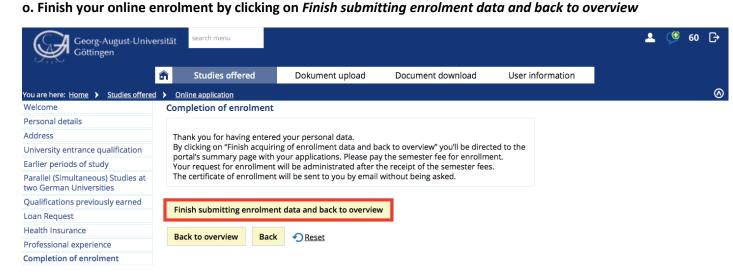
m. Complete the details of your health insurance and click next





n. Only if applicable: complete the information on professional experience and click next

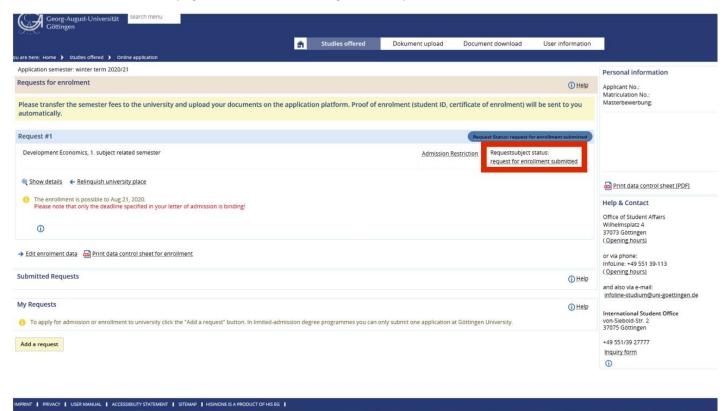




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🟨 English

You return to the overview page. Your status has changed to "Request for enrollment submitted"



You can log out of the online platform for enrolment.

Please complete your enrolment by completing steps 2 and 3.

Step 2: Transfer of semester fee

Re-register as before for the following semester by either using the self-service functions (SB-Funktionen) to collect the semester fee due as a direct debit or by transferring it directly to the account of the University of Göttingen.

The amount of the semester fee and the bank details (reason for transfer: 20211, matriculation number, first and last name) of the University of Göttingen can be found here. 20211 stands for the reference summer semester 2021 (year1 stands for a summer semester and year2 for a winter semester).

Step 3: Submission of documents

Subsequently, you upload the <u>application for a change in the course of studies</u> (Antrag auf Änderung des Studienverlaufs) to the <u>upload portal</u> by **31 January 2021** at the latest. To register, use the access data (username and password) that you received by e-mail when you applied for our Master's programme.