Time table creation in the Master of Arts

for students in the FIRST semester



1 What do I need to create a timetable?

To create a timetable, you will need four tools:

1. exemplary study plan
2. module directory
3. HISinOne EXA
4. Stud.IP

Scan QR-Code for a videotutorial (for BA and MA students)



2 How do I go about creating a timetable?

As a rule of thumb:
First plan the subject study or module package in which there is the smaller selection of courses. Then plan the subject study or the other module packages. In larger subjects, you have more choice in courses because they are often offered at different times.
Examples of large subjects:

- German Studies: German Philology
- English: Language, Literatures and Cultures/ Englisch
- History
- Philosophy

3 Where can I find an exemplary study plan?

You can find an exemplary study plan for your subjects in the „Examination and Study Regulations“ of the respective subject. You can find this document by clicking on your subject in the A-Z-list under the item „Course of Studies“.

Please open the latest version. At the end of the document you will find one or more exemplary study plans. These are suggestions as to the order in which the modules* can be studied. In the next step, you have to find out which courses you have to you have to take for a module. You can find this information in the module directory.

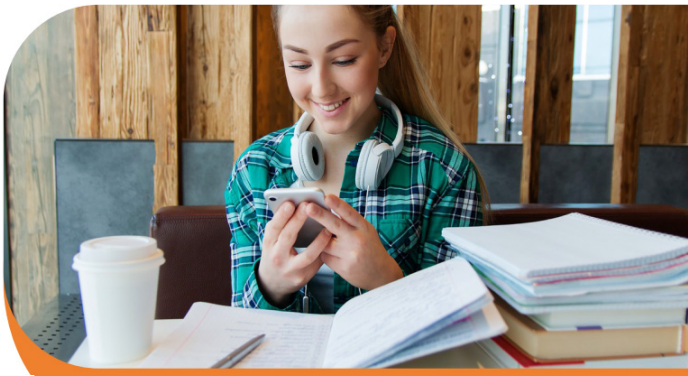
Scan QR-Code for the A-Z list:

Scan QR-Code for glossary:

* Relevant terms related to the degree programme are explained in a glossary.

4 Where can I find the module directory?

You will find the module directory that is currently valid for you as another document on the same page as the „Examination and Study Regulations“. In the module directory, you will find the information that counts for your variant of the Master‘s degree programme under „Overview according to module groups“ (subject study programme of 78 or 42 C, module package of 36 or 18 C). Click on the module in the PDF that you have selected in the exemplary study plan. This will take you to the module description.



This contains important information, including:

- Name of the module
- Number of credits
- Courses
- Examination (pre-)performance(s)
- Frequency and duration
- Admission requirements



5 When and where do the courses take place?

From the module description you now know which courses belong to the module. The courses are listed in EXA. Log in via eCampus and select the course catalogue.

Scan QR-Code for eCampus:

Then click on „Faculty of Humanities“ and then on your respective subject. Now look for the corresponding courses. Always check whether the course is actually assigned to the module you want to take.

You can usually find this information under the item „Examinations/Modules“. If necessary, please also read the remarks and the commentary carefully, as important information is often contained here, e.g. on the registration modalities.

6 Where do I have to register?

As a rule, you have to register via Stud.IP. Please note the information on the respective registration modalities in EXA. You can also reach Stud.IP via the eCampus.
You can find instruction videos for Stud.IP here.
Often you can only register for courses during certain time slots. If you have questions about registration, please contact the respective lecturer or your subject.

Scan QR-Code for the instruction videos of Stud.IP:

! Please note that registration in StudIP does not replace registration in FlexNow. If you want to take an exam, you must also register for it in FlexNow on time towards the end of the semester.

I have questions about creating the timetable. Where can I go?

If you have general questions about planning your courses or the study process, please feel free to contact the Student Advisory Service for International Students at the Faculty of Humanities:

Advisory for international students:

0551 39-26721
international@phil.uni-goettingen.de

You can find the current office hours here.

If you have subject-specific questions, e.g. about module content, please contact the student advisory service for your subject. You can find these either on the seminar homepage or here and by scanning this QR Code. There you will also find further advisory services offered by the faculty.



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