

This is a translation of the original „hinweis_zu_an-abmeldung_der_vorleistungen_zur_grundmodulpruefung_master“. Only that original is legally binding.
No legal claims or titles result from this English translation.

Information on registering or canceling the registration of preliminary courses (lectures)

➤ **If the preliminary courses (lectures) for a basic module examination have not yet been completed at the time of registration:**

- Registration is still possible; however, the missing preliminary courses must be entered in FlexNow 5 days before the examination at the latest.
- If it is not possible to do this in time, you must deregister from the examination.
- During the period allocated for registering and deregistering, you can do this yourself in FlexNow.
- After this period, you can only deregister using the form for withdrawal.
- After the deadline of 5 days before the examination, and on the day of the examination, you can only deregister from the exam by giving grounds (e.g. a doctor's certificate) and completing the withdrawal form.

[Link to the withdrawal form](#)

➤ **Changes to your preliminary courses (lectures) for the Basic Module in a master's program:**

- Please note that the examination questions in your exam for the basic module relate to the lectures you have chosen.
- You can change the courses for the basic module examination. You should, however, make these changes before registering for the basic module exam, because when you register, the examiners receive the list of the courses chosen to plan the examination (examination questions, allocation of second examiner etc.).
- For this reason, once you have registered for the basic module exam, you can only change the preliminary courses in agreement with the examiner.
- Please apply to remove a course using the following form.

[Link to form](#)

You need to register for the new lecture course yourself. If the period allocated for registering and deregistering for the lecture course chosen has passed, you will need to contact the relevant office or member of the teaching staff and register retroactively. It needs to have been entered in FlexNow at least 5 days before the examination date.