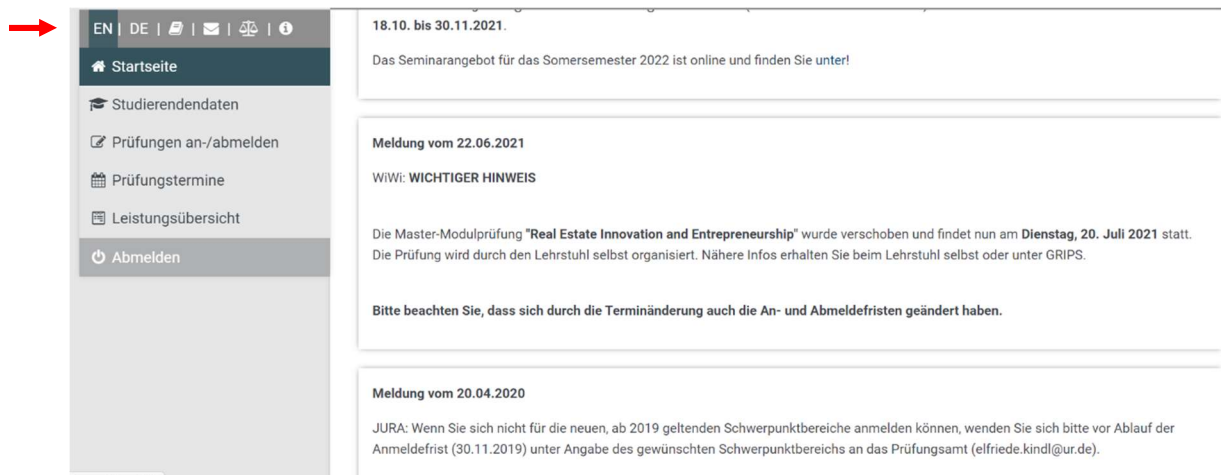


HOW TO REGISTER FOR AN EXAM IN FLEXNOW

1. Go to the FlexNow website: <https://fn2.uni-regensburg.de/FN2AUTH/login.jsp>

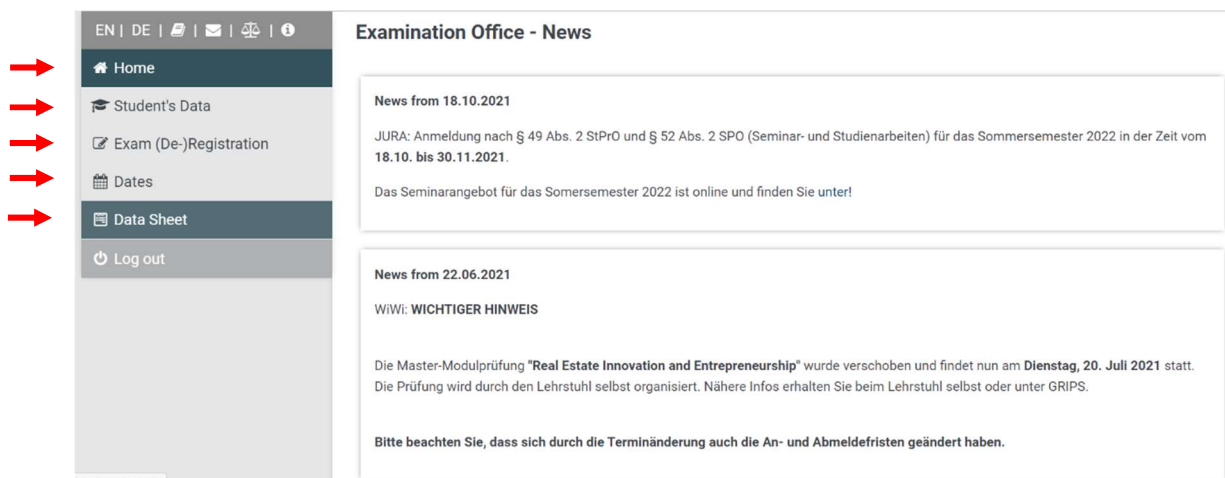
You can change the language to English by selecting “EN” in the top left corner.



The screenshot shows the FlexNow website interface. At the top left, there is a language selection menu with 'EN' highlighted, indicated by a red arrow. Below it is a sidebar with navigation options: Startseite, Studierendendaten, Prüfungen an-/abmelden, Prüfungstermine, Leistungsübersicht, and Abmelden. The main content area displays news items, including a notice for the 2022 seminar offer and a 'WICHTIGER HINWEIS' regarding the postponement of the 'Real Estate Innovation and Entrepreneurship' exam to July 20, 2021.

2. On this website you can:

- Read the latest news published by the Central Examination Office (“**Home**” → “**Examination Office – News**”),
- Have a look at your **Student’s Data**,
- Register for and deregister from exams (“**Exam (De-)Registration**”),
- Get information on the deadlines for exam registration in FlexNow (“**Dates**”),
- Have a look at your study history (“**Student’s Data**” and/or “**Data Sheet**”),
- Print a transcript of the courses you have done so far (“**Data Sheet**”).



The screenshot shows the 'Examination Office - News' page. The sidebar on the left has several options: Home, Student's Data, Exam (De-)Registration, Dates, Data Sheet, and Log out. Red arrows point to each of these options. The main content area displays news items, including a notice for the 2022 seminar offer and a 'WICHTIGER HINWEIS' regarding the postponement of the 'Real Estate Innovation and Entrepreneurship' exam to July 20, 2021.

3. To register for exams, please click on **“Exam (De-)Registration”**.

EN | DE | 📄 | ✉️ | ⚖️ | ⓘ

Home

Student's Data

Exam (De-)Registration

Dates

Data Sheet

Log out

javascriptvoid(0)

Examination Office - News

News from 18.10.2021

JURA: Anmeldung nach § 49 Abs. 2 StPro und § 52 Abs. 2 SPO (Seminar- und Studienarbeiten) für das Sommersemester 2022 in der Zeit vom **18.10. bis 30.11.2021**.

Das Seminarangebot für das Sommersemester 2022 ist online und finden Sie unter!

News from 22.06.2021

WiWi: **WICHTIGER HINWEIS**

Die Master-Modulprüfung **"Real Estate Innovation and Entrepreneurship"** wurde verschoben und findet nun am **Dienstag, 20. Juli 2021** statt. Die Prüfung wird durch den Lehrstuhl selbst organisiert. Nähere Infos erhalten Sie beim Lehrstuhl selbst oder unter GRIPS.

Bitte beachten Sie, dass sich durch die Terminänderung auch die An- und Abmeldefristen geändert haben.

4. On the following page, you will find your study program and all of the classes that are available for you to register for in the respective semester.

Click on:

- **“studienbegleitende Leistungsnachweise”** for obligatory courses in your study program
- **“freie Leistungspunkte/Wahlbereich”** for extracurricular courses that are not part of your study program.

EN | DE | 📄 | ✉️ | ⚖️ | ⓘ

Home

Student's Data

Exam (De-)Registration

Dates

Data Sheet

Log out

javascriptvoid(0)

Search for abbreviation or name of modules:

Search X

Degree program Britische Literatur- und Kulturwissenschaft (M.A.)

- studienbegleitende Leistungsnachweise - PO 2019 (PO 2019)
- Masterarbeit - PO 2019 (PO 2019)

Degree program Studienbegleitende IT-Ausbildung (Zusatzausbildung)

- studienbegleitende IT-Ausbildung - gemäß Ordnung vom 30.04.2015 (gemäß Ordnung vom 24. Juli 2009, SA v. 30.04.2015)
- zusätzliche Prüfungsleistungen - Standard (gemäß Ordnung vom 24. Juli 2009, SA v. 30.04.2015)

Exams

Step 2 of 4: in order to move the chose examination subject into the basket, select a date. The actual registration takes place in the next step.

5. Now you can see the remaining modules that are yet to be completed (**printed in bold**). Check the module number of the course/course category that you want to register for by opening the module catalog of your study program in another tab. Then click on the module number on the FlexNow page.

The screenshot shows the FlexNow registration interface. On the left is a navigation menu with options: Home, Student's Data, Exam (De-)Registration (highlighted), Dates, Data Sheet, and Log out. The main content area has a search bar with the text "Search for abbreviation or name of modules:" and a search button. Below the search bar is a list of modules under the heading "Degree program Britische Literatur- und Kulturwissenschaft (M.A.)". The list includes: "studienbegleitende Leistungsnachweise - PO 2019 (PO 2019)", "BLK-M3: Cultural Studies", "BLK-M3: Cultural Studies - ab WS 19/20" (highlighted with a red arrow), "Wahlpflichtmodul II", "BLK-M5c: 20th Century Studies II - ab WS 19/20" (highlighted with a red arrow), "BLK-M6: Praxismodul (0 from 1 selected)", "BLK-M6: Praxismodul - ab WS 19/20", and "Masterarbeit - PO 2019 (PO 2019)". Below this is another heading "Degree program Studienbegleitende IT-Ausbildung (Zusatzausbildung)" with the entry "studienbegleitende IT-Ausbildung - gemäß Ordnung vom 30.04.2015 (gemäß Ordnung vom 24. Juli 2009, SA v. 30.04.2015)".

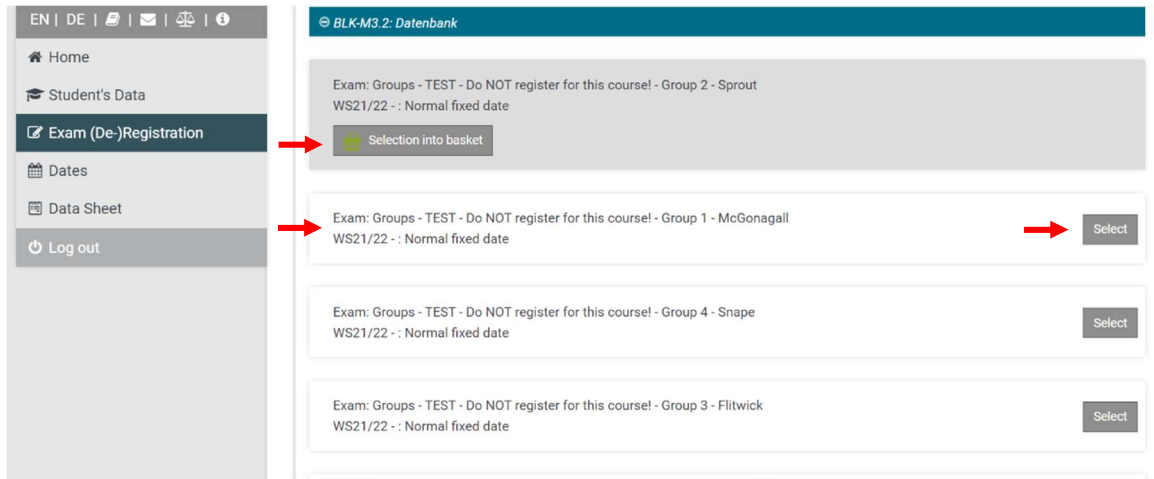
6. Next to the module number, you will find a little box with a plus sign in it.

The screenshot shows the "Exams" section of the FlexNow registration interface. The navigation menu is the same as in the previous screenshot. The main content area has the heading "Exams" and instructions: "Step 2 of 4: in order to move the chose examination subject into the basket, select a date. The actual registration takes place in the next step." Below this is the text "Examination subject BLK-M3: Cultural Studies - BLK-M3: Cultural Studies - ab WS 19/20". A red arrow points to a blue box containing a plus sign and the text "BLK-M3.2: Datenbank". Below this is the "Basket" section with instructions: "Step 3 of 4: Check your selection. By clicking 'remove from basket', you can undo your choice. CAUTION: Your registration or cancellation only takes effect after clicking 'send! CAUTION: Your (un)subscription is only definitive after clicking 'send!'". Below the instructions is a box that says "No entries in the basket." and "Step 4 of 4: Click 'send' to definitively register or cancel your registration to your chosen examination subjects. TAN numbers are no longer needed."

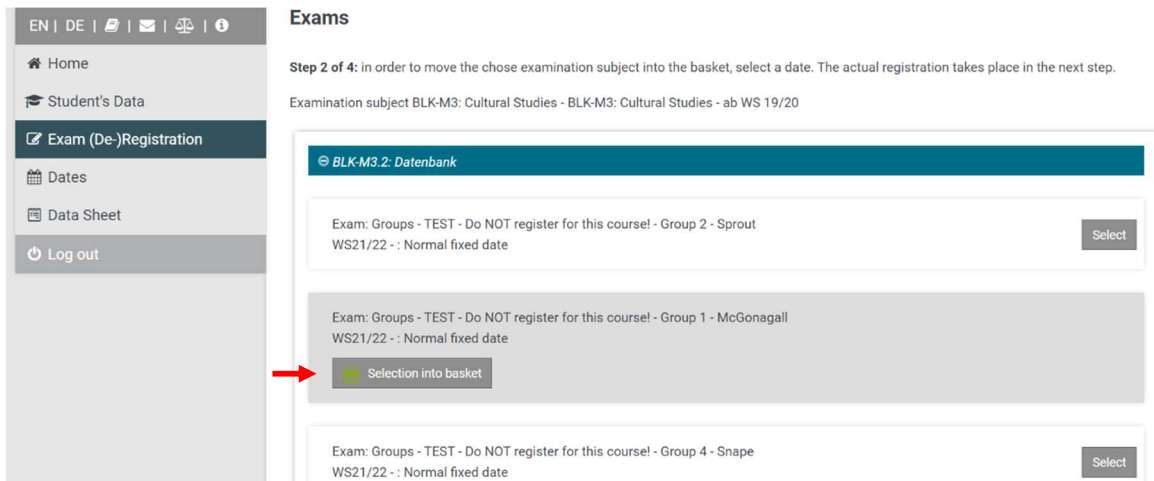
Click on this box and it will open to show you the courses you can register for within this category of the module.

The screenshot shows the "Exams" section of the FlexNow registration interface, with the "BLK-M3.2: Datenbank" box expanded. The navigation menu is the same as in the previous screenshot. The main content area has the heading "Exams" and instructions: "Step 2 of 4: in order to move the chose examination subject into the basket, select a date. The actual registration takes place in the next step." Below this is the text "Examination subject BLK-M3: Cultural Studies - BLK-M3: Cultural Studies - ab WS 19/20". A red arrow points to the expanded box for "BLK-M3.2: Datenbank", which contains a list of exam groups: "Exam: Groups - TEST - Do NOT register for this course! - Group 2 - Sprout WS21/22 - : Normal fixed date" with a "Selection into basket" button; "Exam: Groups - TEST - Do NOT register for this course! - Group 1 - McGonagall WS21/22 - : Normal fixed date" with a "Select" button; and "Exam: Groups - TEST - Do NOT register for this course! - Group 4 - Snape WS21/22 - : Normal fixed date" with a "Select" button.

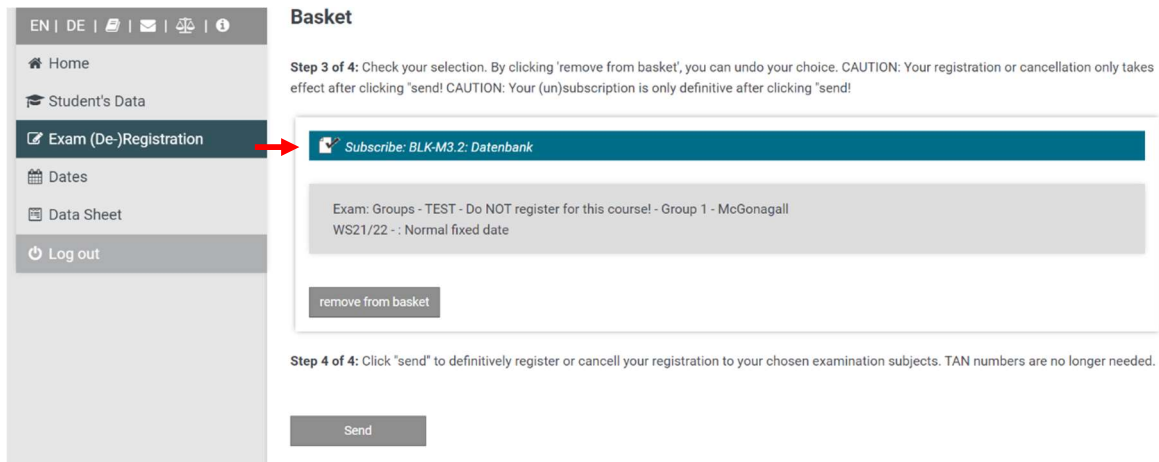
- Beneath the respective course, you will find a box with the words **“Selection into basket”**. Before selecting that, however, please scroll down to see if there are **different groups** taught by different instructors for this particular course. You will find a list of the available groups. Please double-check your group and the name of your instructor in SPUR or GRIPS. You can select your group via the **“Select”** button on the right.



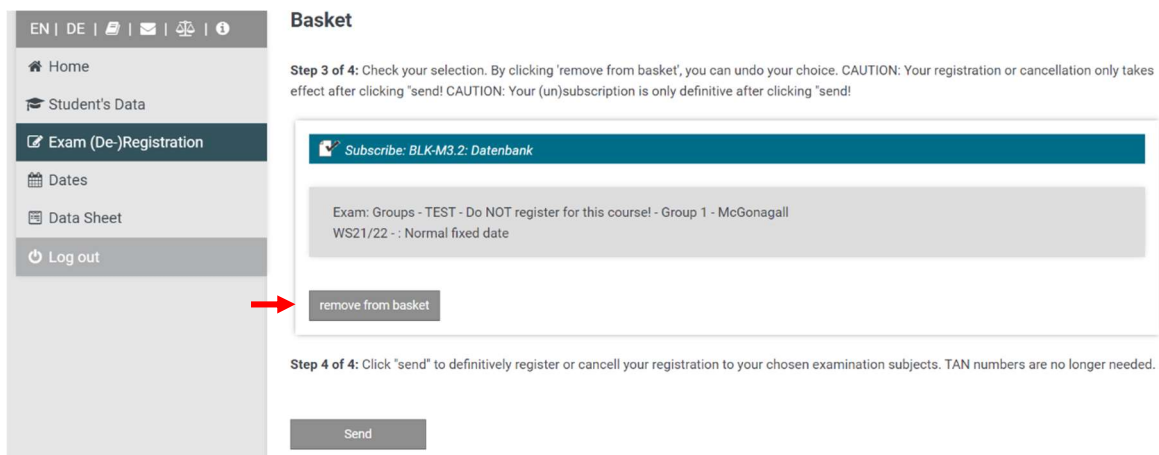
- Once you have selected your group, you may register for the exam via **“Selection into basket”**.



9. A field will pop up that reads: “**Subscribe: [Name of the Module] – [Course Title]**”, listing your course and selected group beneath it. Here you are asked to double-check your selection.

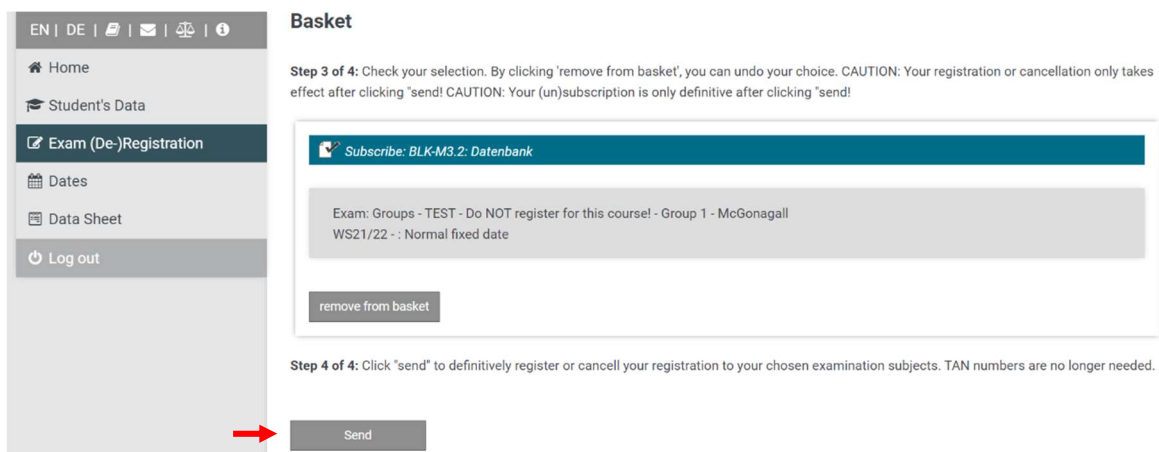


If it is incorrect, you can cancel it via selecting “**remove from basket**”.

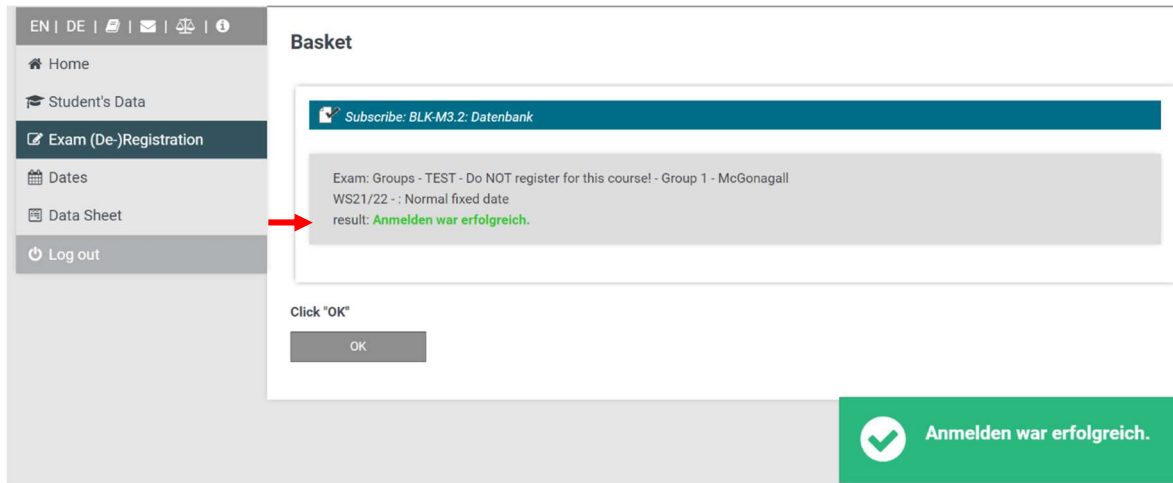


If it is correct, you can proceed to the field below that reads “Step 4 of 4” and finalize your registration by selecting “**Send**”.

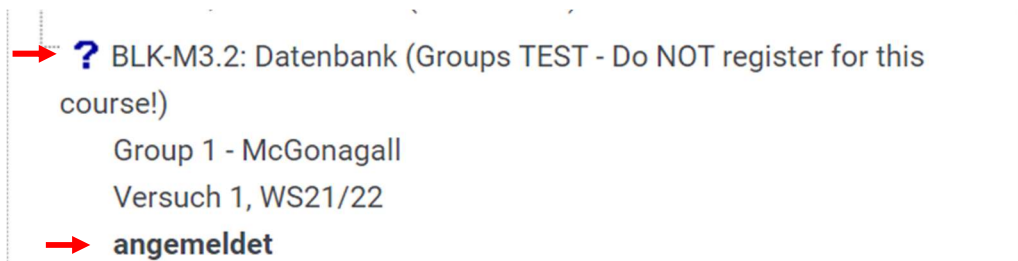
PLEASE NOTE: Only after you have clicked “Send”, you will be registered for or deregistered from the exam!



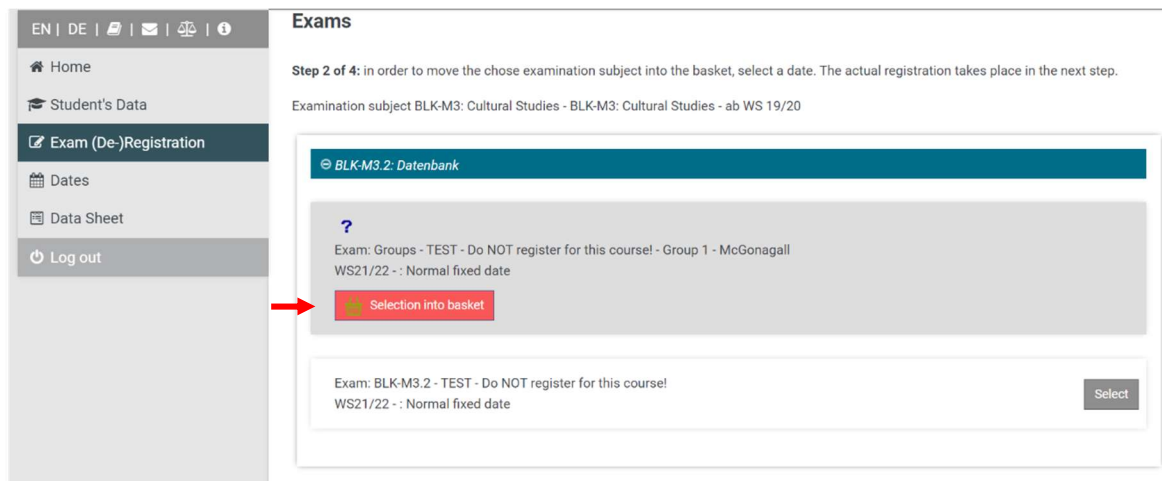
Another field will pop up which tells you that your registration was successful – “**Anmelden war erfolgreich**”. You will also receive an email confirming your registration. Do not delete this email until after the exam!



10. Afterwards, log in and go to “**Student’s Data**” to make sure the registration was successful. You should see a blue question mark next to the names of the courses you have registered for.



11. If you need to deregister from an exam, you can do so by simply following steps 2-5. Instead of the grey field "**Selection into Basket**" you will now see a red field with the same title. Please select this field and follow steps 8 and 9. **PLEASE NOTE** that your deregistration will only be completed after you have selected the "Send" button.



Please register as early as possible (at least one week before the end of the deadline). If you have any problems with FlexNow, contact the Degree Program Coordinators Ms Anna Kleist and Ms Gabriele Mödl (studienorg.iaa@ur.de) ***before the end of the registration deadline.***

There will be no late registrations!