

Schedule for courses accompanying practical training from summer semester 2021

Note: The new routing slips will be available from winter semester 2020/21

The students shall be informed accordingly.

Schedule for courses accompanying practical training (PBV) for the practical study phase / practical semester / semester abroad

1. The registration for the practical phase of studies / for the semester abroad is no longer done in the department secretariat, but the advice and registration is done by the responsible person at the examination office. In this way it is checked whether the students have given correct information:
Registration of the semester in which the students want to go
Cross for study programme and PO version
And then there are the remaining points to be filled in by the students
Foreign countries yes/no
2. The PBVs are no longer organized and carried out by UCB Contact.
The organisation is the responsibility of the department and the implementation is carried out by the teachers, in parts still by UCB Contact and possibly external parties.
Each supervising professor receives a data set in the examination schedule with a fictitious examination date of 31.03. for the submission of the written paper. For this purpose, the Examinations Office records the examination data in QIS and the students must register for this in QIS in accordance with the applicable regulations. Attention: Observance of the 4-week deadline for the announcement of the date.
3. Students will be informed by the department that they must already select and request a supervising professor
4. The course is registered in Stud.IP by the department at the end of the winter semester / four weeks before the start of PBV. Students will be informed about the registration period in StudIP by the faculty via e-mail. This registration period will be determined and announced in StudIP by the department; it is expected to be 2 weeks. From these registrations the concrete planning for the PBV is made and from these the examiners and the exam dates with date 31.03. are reported to the examination schedule by the faculty, which are then recorded in the QIS by the examination office, so that the students can register for them in the QIS. The PBV always take place in connection with a summer semester.
5. before the start of the PBV, each examiner must export the list of participants and check their attendance during the event before the performance assignment is made or the grade is entered after the event.
6. For WUR no grading = be/nb! (passed/failed)
7. For UBW and NRW PO 2013 no grading =be/nb (passed/failed)
8. For UBW and NRW PO 2018 the PBV are graded, the basis for the grade is the scientific paper.
9. examiners enter the grade or passed and failed after completion of the PBV in QIS.

Note for early PBV

The PBV can be completed earlier, but then the students have to look for a supervisor already now, who must then also supervise the practical study phase / practical semester / semester abroad