Instructions for the allocation of language courses

Please note the conditions for a language course placement in advance:

This allocation ensures a fair distribution, as all language courses are limited in number of participants.

1. The application **must be** for **two** language courses (or two different groups of the same language course), otherwise it is invalid.
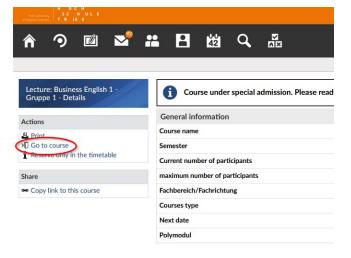2. In principle, each student receives only **one** language course allocation.

Step 1

- Go to Stud.IP and select "Search".

- Enter e.g. "Business English" as search term and **select any group of the current language courses** (your individual choice within the list will be made later).

Step 2

- Now select "Go to course":

Step 3

- Now select **exactly two language** courses one after the other from the list of **language courses** (on the left) and drag them with the mouse ("drag and drop") into the right area under "Selected courses". Applications for more or less than two language courses are invalid!
- **Check if the prioritization order is as desired**, otherwise change the order (this can be adjusted until the application deadline!).
- Click on "Save" and then "Close"!

Step 4

- Check under "Courses" that exactly two language courses are listed under "Entries on registration and waiting list ".

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