

## General notice on registration and withdrawal deadlines for module examinations in summer semester 2025

Last revised on 05 March 2025

### General notes and information

- You must **generally register** for all exams you intend to sit in a given semester during the exam registration period. You will not be allowed to sit an exam without a prior, valid exam registration.
- You can only register for exams or withdraw the registrations (i.e. cancel them without justification) by the deadlines announced below. After these deadlines, you will no longer be able to register for exams; after the withdrawal deadline you will not be able to withdraw the registration.
- Exam registration and withdrawal for the end-of-semester exams must be done in the [Campus Portal](#).
- [Applications for mark improvement](#) (resitting exams you have passed) are only accepted if your degree programme allows for this. These must be submitted to the Examinations Office during the regular exam registration periods; you cannot register for mark improvement directly in the Campus Portal. Please refer to the [information sheet on mark improvement](#).
- Information on compensation for disadvantages can be found on our [homepage](#). Please note the deadlines and information given there.
- Notes on resits during a semester on leave:
  - When you are on a semester on leave (*Urlaubssemester* in German), you can only resit examinations that you previously failed.
  - You cannot resit passed exams for mark improvement during a leave semester.
- If any exam or registration modalities other than the standard modalities apply to your exams, these will be announced in the relevant courses, on the chairs' websites or in Stud.IP.
- Information on viewing of exam scripts for the centrally organised exams can be found on the [semester-related information page of the Examinations Office website](#).

### Tip:

**After completing your registrations, check the “Registered examinations” section in the Campus Portal to see whether your registrations have gone through.**

### Problems with registration? Please note the following:

- In the Campus Portal, exam registrations and withdrawals are processed through the 'EXA' module. Helpful guides and videos on exam registration and withdrawal are available on the [EXA management page](#).
- You can only register in the Campus Portal if your course/module is listed in Stud.IP under “Module assignments” in the course view. If the course/module is not correctly assigned to your degree programme, please contact the chair and ask them to make the necessary adjustments.
- Furthermore, you will not be able to register in this way if there is still an open registration from the previous semester. If that is the case, please contact the respective chair directly so that the open registration can be booked.

**Do you have any other problems with exam registration or questions? Then please contact the person [responsible for your degree programme in the Examinations Office](#) within the deadlines. We're always happy to help!**

## Overview of registration and withdrawal periods for the end-of-semester examinations for all faculties in summer semester 2025

Below are the registration and withdrawal deadlines for all faculties of the University of Passau. At the Faculty of Law, these deadlines only apply to the examinations during the *Hauptstudium* phase.

Any faculty-specific deadlines (that may differ from those in this list) and further information can be found on page 3 of this notice. Please also enquire in good time whether there are any deviating examination and registration modalities for the courses in which you are enrolled. Information on this will be announced in the relevant courses, on Stud.IP and on the chairs' websites.

### Registration and withdrawal deadlines for examination date 1:

|  |                      |
|--|----------------------|
| Registration period for exam date 1:   | 19 May to 16 June    |
| Withdrawal deadline for exam date 1:   | 30 June              |
| Exam period for centrally organised examinations   | 28 July to 29 August |
| <u>Shortened</u> examination period for centrally organised FIM examinations, incl. teacher-education school subjects computer science/mathematics | 28 July to 14 August |
| Examination period for <u>decentralised</u> FIM examinations, incl. teacher-education school subjects computer science/mathematics                 | 28 July to 23 August |

### Registration and withdrawal deadlines for examination date 2 (if offered):

|   |                            |
|---|----------------------------|
| Registration period for exam date 2:                                      | 18 August to 12 September  |
| Withdrawal deadline for exam date 2:                                      | 12 September               |
| Examination period for decentrally organised examinations at exam date 2: | 22 September to 10 October |

### Additional information for students of the School of Business, Economics and Information Systems

Key information (e.g. on Studium Generale, ZKK, etc.) can be found in the [Information sheet from the Examinations Office for students of the School of Business, Economics and Information Systems](#)

### Information for (incoming) exchange students

On the website of the School of Business, Economics and Information Systems, you will find all the necessary [information for exchange students coming to Passau](#)

### Please note the following deviating, faculty-specific deadlines and information on page 3:

#### 1 – Faculty of Computer Science and Mathematics

- a) Portfolio exams

#### 2 – Faculty of Law

- a) Registration and withdrawal deadlines for the *Juristische Zwischenprüfung* (incl. individual bachelor's and master's degree programmes)
- b) Information on registering for the *Juristische Universitätsprüfung* (specialisation)

#### 3. Faculty of Social and Educational Sciences

- a) Deadlines for sports practical state examinations

#### 4 – School of Business, Economics and Information Systems

- a) Registration for seminars in winter semester 2025–26

## Faculty-specific deadlines and information in summer semester 2025

### 1 – Faculty of Computer Science and Mathematics

#### a) Portfolio exams

|  |                    |
|--|--------------------|
| Registration period for portfolio exams: | 28 April to 23 May |
| Withdrawal deadline for portfolio exams: | 23 May             |

### 2 – Faculty of Law

All important exam-related information and deadlines can be found on the [website of the Faculty of Law](#).

#### a) Registration and withdrawal deadlines for the *Juristische Zwischenprüfung* (incl. individual bachelor's and master's degree programmes)

|  |                    |
|--|--------------------|
| Registration period for <u>resit exams</u> from winter semester 2024–25: | 23 April to 2 May  |
| Withdrawal deadline for <u>resit exams</u> from winter semester 2024–25: | 2 May              |
| Registration period for regular exams:                                   | 22 April to 16 May |
| Withdrawal period for regular exams:                                     | 16 May             |

Further details on the deadlines for the *Juristische Zwischenprüfung* and the examination dates can be found on the [website of the Faculty of Law](#).

#### b) Information on registering for the *Juristische Universitätsprüfung* (specialisation)

Key deadlines and information on the *Juristische Universitätsprüfung* can be found on the [faculty website](#). Registration must be made using a form provided by the Examinations Office. The necessary application forms and certificates can be found on the [Examinations Office website](#).

### 3 – Faculty of Social and Educational Sciences

#### a) Deadlines for sports practical state examinations

|   |                   |
|---|-------------------|
| Registration period:                      | 1 April to 10 May |
| You may withdraw your registration until: | 30 June           |

### 4 – School of Business, Economics and Information Systems

#### a) Registration for seminars in winter semester 2025–26

|   |   |
|---|---|
| Registration period                       | 30 June to 7 July   |
| You may withdraw your registrations until | 28 July   |
| Registration/withdrawal:                  | To register for exams or withdraw your registrations, contact the relevant chairs directly. |

Further information on the seminars can be found on the [web page of the dean and the programme coordinator of the School of Business, Economics and Information Systems](#)