


Info event exam registration

C | A | U
Christian-Albrechts-Universität zu Kiel

Maren Wixforth - Examination Office and Study Coordination

For organization:




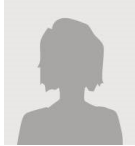
The presentation will be made available to you.



Examination Office
<https://www.agrar.uni-kiel.de/de/studium/pruefungsausschuesse-1>

C | A | U
Christian-Albrechts-Universität zu Kiel

Prüfungsamt der Agrar- und Ernährungswissenschaftlichen Fakultät
Hermann-Rodewald-Str. 4
24118 Kiel

			
Maren Wixforth Study Coordination & Head	Susanne Ruhberg Clerking	Nicole Dodt Clerking	Birgit Klar Clerking

Examination Office



Christian-Albrechts-Universität zu Kiel

- Opening hours: Monday through Thursday from 9-11 a.m.
- Complex questions are better clarified in a personal conversation or on the phone.
- Please use your **stu mail address** and always include your matriculation number (on your student ID card on the page with your photo). Due to the European Data Protection Regulation, the Examination Office may only correspond with stu e-mail address.
- All important messages will always be sent to your stu mail address. Please check any incoming mail regularly.

Regulations and statutes



Christian-Albrechts-Universität zu Kiel

Please refer to the subject examination regulations for the structure of your studies and special regulations for your subject (FPO):

<https://www.studium.uni-kiel.de/de/pruefungen/ba-ma/ordnungen-ba-ma>

General regulations on examination matters, valid for all Bachelor's and Master's degree programs at the University can be found in the Examination Procedure Regulations (PVO):

<https://www.studium.uni-kiel.de/de/textbausteine/pruefungsordnungen/pruefungsverfahrensordnung-satzung-der-cau-fuer-ba-und-ma>

All legislation for your studies can also be found through Campus Management <https://www.studium.uni-kiel.de/de/rechtsvorschriften> and on the Faculty website.

Compulsory attendance of courses Admission requirements for module examinations



Christian-Albrechts-Universität zu Kiel

Internships, practical exercises or excursions are prerequisites for admission to the examination. Max. 1 date may be missed without excuse.

If further dates ($\leq 20\%$) are missed, the person responsible for the module may, on application, in justified (§ 52 paragraph 4 HSG) exceptional cases, determine substitute performances for the missed dates.

The following can be defined as admission requirements:

- regular attendance of the courses
- passed presentation (details in the respective courses)

If regular attendance of courses is required for admission to the examination you find that in the appendix of the FPO (subject examination regulations).

Prerequisites are shown in the module descriptions and the FPO.

Repetition, final failure and joker regulation



Christian-Albrechts-Universität zu Kiel

(1) Failed exams can be repeated 2 times (3 attempts). Passed exams cannot be repeated.

(2) Joker: Students are granted a 3rd retest (4th attempt) for up to two exams each upon written application. Jokers you have already made in a previous study program at CAU will be credited.

https://www.studium.uni-kiel.de/en/examinations/examination-procedure/joker?set_language=en


(3) Deadline for the Joker:

https://www.studium.uni-kiel.de/en/examinations/timetables/examination-periods-winter-semester-2021-22-1?set_language=en

(Overview of the most important semester dates)

(5) A module examination is definitively failed if one of the required examinations has been assessed or is deemed to have been assessed as "insufficient" (from 5.0) or "failed" even in the last retest." This means the loss of the right to study and take examinations.


Import modules from other faculties


Christian-Albrechts-Universität zu Kiel

Import modules from other faculties: subject regulation programme

Please contact the responsible persons of the other faculty directly for subject-specific questions in these modules.

Examination periods


Christian-Albrechts-Universität zu Kiel

2 Examination periods: Registration and withdrawal

1st examination period at the end of the semester
 2nd examination period at the beginning of the following semester
 3rd examination period (= 1st examination period), only modules of AEF

By registering, you decide in which examination period you would like to take oral examinations and written examinations; you must also register for catch-up examinations and repeat examinations.
 There is no automatic registration.
 All other examinations must be registered in the 1st examination period.

Each exam period has its own registration period.

Examination periods WiSe 2023/24



Christian-Albrechts-Universität zu Kiel

Christian-Albrechts-Universität zu Kiel
Stabsstelle Präsidialbereich

Sie sind hier: Stabsstelle Präsidialbereich > Termine > Semester- und Vorlesungszeiten

Stabsstelle Präsidialbereich

- Gremien
- Rechtsangelegenheiten
- Wahlangelegenheiten
- Innerer Dienstbetrieb
- Stiftungen an der CAU
- Deutschlandstipendium
- Zentrales Alumni-Management
- Ehrungen
- Ethikkommission der CAU
- Studentische Vereinigungen
- Förderverein Alumni und Freunde der CAU e.V.
- Termine**
- Semester- und Vorlesungszeiten
- Semesterübersichten / Zentrale Veranstaltungen
- Sitzungen des Senats
- Sitzungen des Erweiterten Senats

Semester- und Vorlesungszeiten

	SoSe 2023	WiSe 2023/24	SoSe 2024	WiSe 2024/25	SoSe 2025
Semesterbeginn	01.04.2023	01.10.2023	01.04.2024	01.10.2024	01.04.2025
Semesterende	30.09.2023	31.03.2024	30.09.2024	31.03.2025	30.09.2025
Vorlesungsbeginn *)	03.04.2023	16.10.2023	08.04.2024	14.10.2024	07.04.2025
Vorlesungsende *)	14.07.2023	16.02.2024	19.07.2024	14.02.2025	18.07.2025
unterrichtsfrei	-	27.12.2023- 05.01.2024	-	23.12.2024- 04.01.2025	-
2. Prüfungszeitraum des Vorsemesters (für Bachelor- und Masterstudiengänge)	27.03.- 08.04.2023	09.10.- 21.10.2023	02.04.- 13.04.2024	07.10.- 19.10.2024	
1. Prüfungszeitraum des aktuellen Semesters (für Bachelor- und Masterstudiengänge)	10.07.- 22.07.2023	12.02.- 24.02.2024	15.07.- 27.07.2024		

*) Gemäß Prüfungsverfahrensordnung der CAU finden in Bachelor- und Masterstudiengängen während der Prüfungszeiträume keine Lehrveranstaltungen statt.

Weitere Hinweise auf der [CAU Corona-Wahnsite](#) sowie auf den [Zentralen Informationssseiten der CAU](#)

Important dates of the semester

https://www.studium.uni-kiel.de/en/examinations/timetable?ext_language=en


Christian-Albrechts-Universität zu Kiel

Examination Schedule Winter Semester 2023/2024

Please note: The regulations for the examinations of the Institute of Electrical and Information Engineering and the Institute for Materials Science as well as the Master School Management are slightly different. Please find more information on page 2.

Winter Semester 2023/2024 – Time Schedule for the First Examination Period (EP 1)		
	Examiners	Students
Monday 01.01.2024		Beginning of registrations for exams of EP 1
Sunday 28.01.2024		End of registrations for exams of EP 1
Monday 29.01.2024	Beginning of verification of registrations / binding admission	Withdrawal from written exams up to 8 days before date of exam
Monday 05.02.2024	End of verification of registrations / binding admission	
Thursday 08.02.2024		Beginning of students' review of admissions (mandatory)
Friday 09.02.2024		End of students' review of admissions (mandatory)
Monday 12.02.2024	Beginning of examination period	
Monday 12.02.2024	Beginning of examination marking / entry of results of EP 1	
Friday 16.02.2024	End of lecturing period Winter Semester (exams during the last week)	
Saturday 24.02.2024	end of examination period	
Wednesday 13.03.2024	End of examination marking / entry of results of EP 1	
Monday 18.03.2024		Beginning of students' review of results of EP 1 (mandatory)
Friday 22.03.2024		End of students' review of results of EP 1 (mandatory)
Tuesday 23.04.2024		Application deadline for 'examination joker card'
Winter Semester 2023/2024 – Time Schedule for the Second Examination Period (EP 2)		
	Examiners	Students
Monday 19.02.2024		Beginning of registrations for exams of EP 2
Sunday 17.03.2024		End of registrations for exams of EP 2
Monday 18.03.2024	Beginning of verification of registrations / binding admission	Withdrawal from written exams up to 8 days before date of exam
Monday 25.03.2024	End of verification of registrations / binding admission	
Wednesday 27.03.2024		Beginning of students' review of admissions (mandatory)
Thursday 28.03.2024		End of students' review of admissions (mandatory)
Tuesday 02.04.2024	Beginning of examination marking / entry of results of EP 2	Beginning of examination period
Monday 08.04.2024	Begin of lecturing period Summer Semester (exams during the first week)	
Saturday 13.04.2024	End of examination period	
Friday 31.05.2024	End of examination marking / entry of results of EP 2	
Monday 10.06.2024		Beginning of students' review of results of EP 2 (mandatory)
Friday 14.06.2024		End of students' review of results of EP 2 (mandatory)
Monday 15.07.2024		End of objection period
Monday 15.07.2024		Application deadline for 'examination joker card'
02.04.2024 - 19.04.2024	School holidays	

Organization of the AEF examination dates by the examination office



Written Exams, Oral Exams:

Overview list of written exams and possible dates for oral exams:

<https://www.agrar.uni-kiel.de/de/studium/studierende/pruefungen>

The dates and rooms are published in UnivIS (Course Catalogue).

Organisation oral exams:

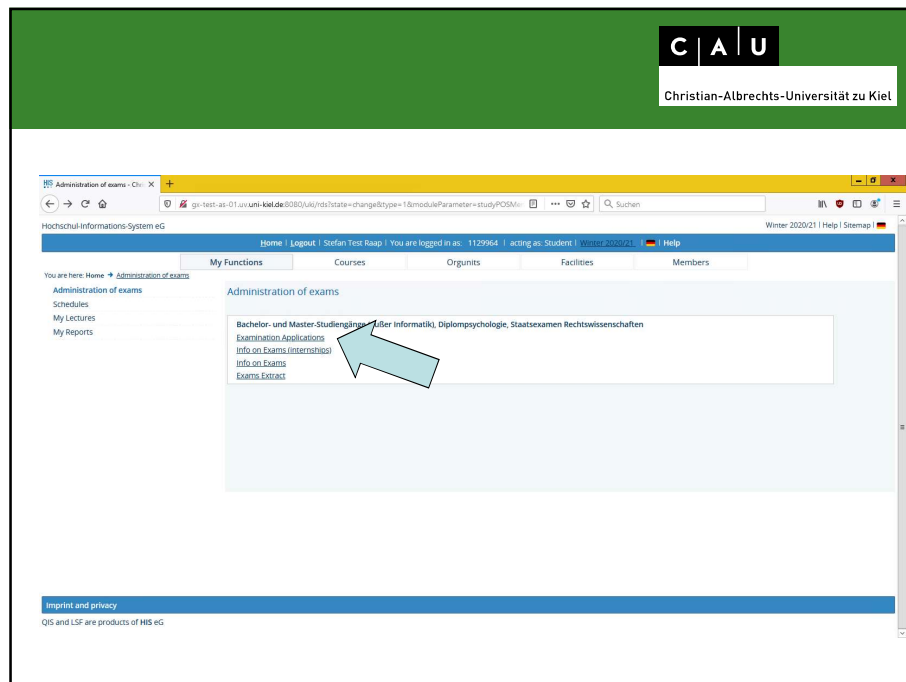
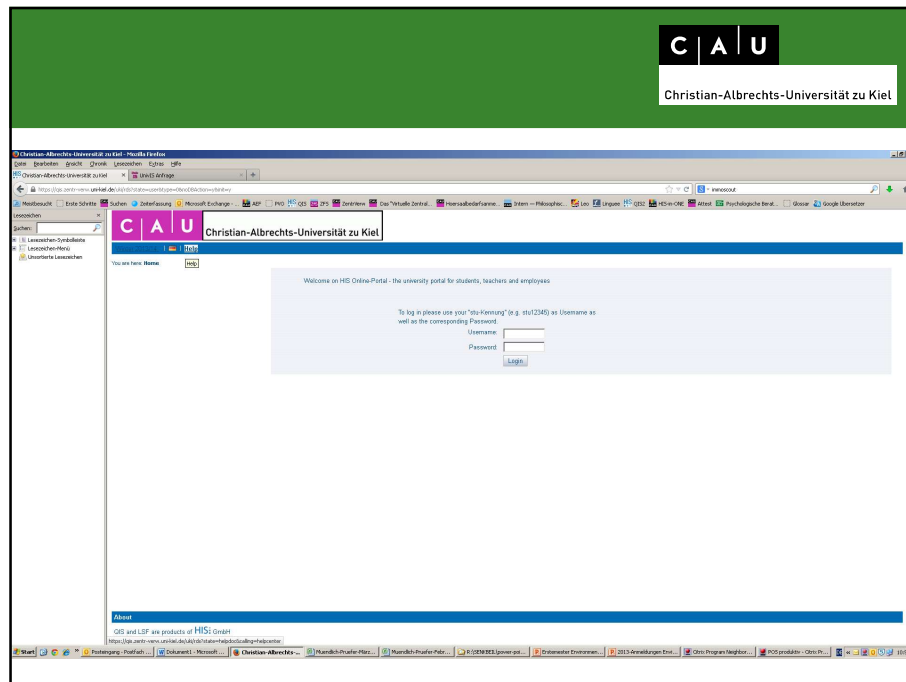
Please let us know within the registration period (by Fri, 26th January 2024, 12pm or Fri, 15th March 2024, 12pm) if you are not available on certain days during the examination period.

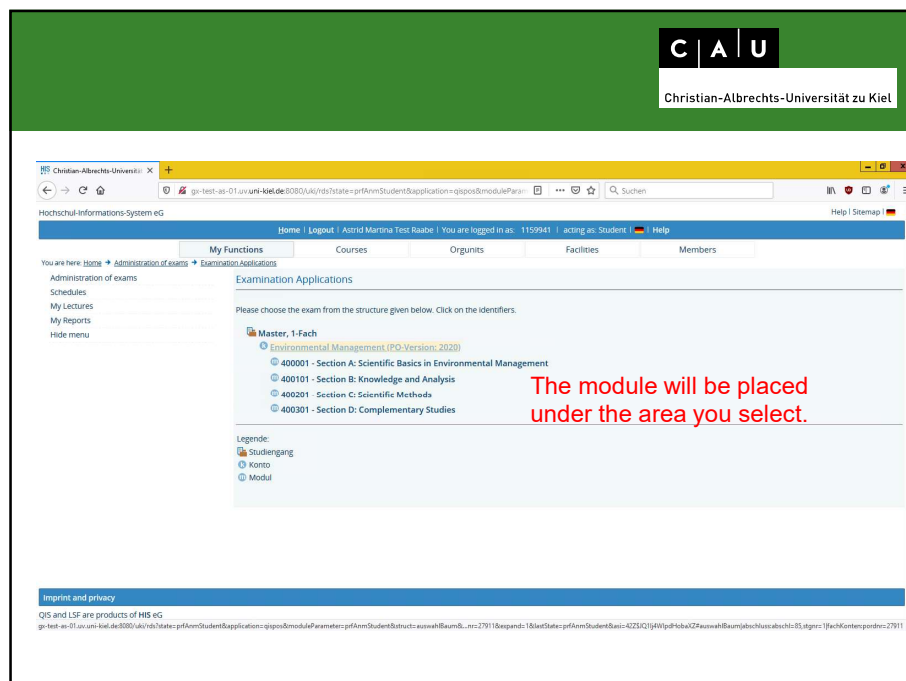
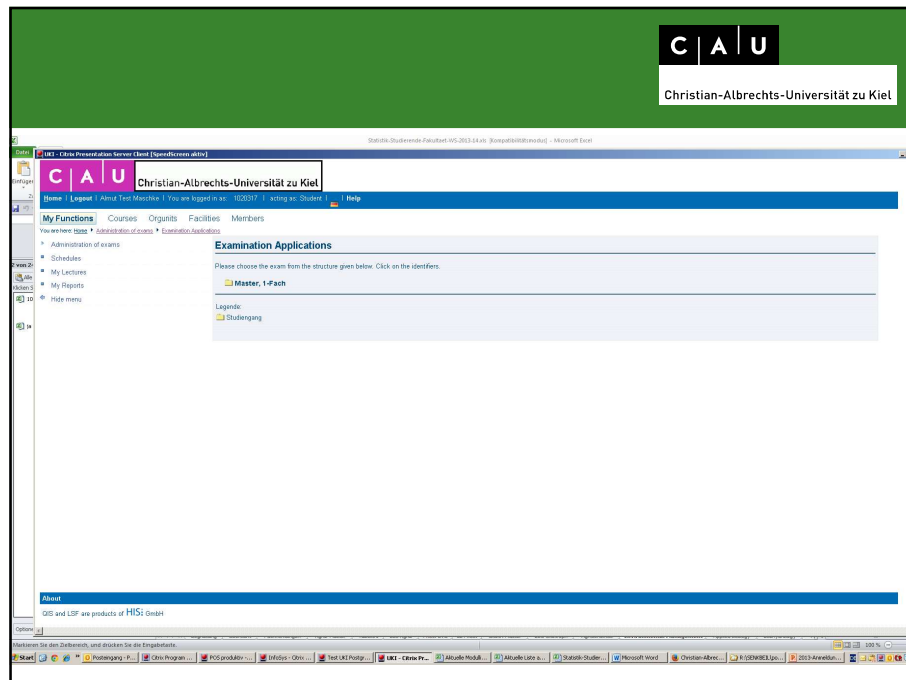
We will try to take your wishes into account. There is no guarantee.

A subsequent postponement of the date is not possible.

Campusportal – Bereich Prüfungen
<https://www.studium.uni-kiel.de/de/studium-organisieren/studienangelegenheiten>

Christian-Albrechts-Universität zu Kiel





Withdrawal from an exam



Christian-Albrechts-Universität zu Kiel

- Cancellation during registration and deregistration period
 - only for written and oral exams: up to 8 days before the date of the exam
 - after that: valid reason
- https://www.studium.uni-kiel.de/en/examinations/examination-procedure/withdrawal?set_language=en
- Request for withdrawal for good cause according to Examination Procedure Regulations (PVO § 23 (2))
 - Reasons asserted for withdrawal must be notified in writing **without delay** and must be made credible. The withdrawal must be submitted to the responsible examination office **within 4 working days** (including the day of the examination). The postmark is valid. Saturdays, Sundays and public holidays are not counted.
 - Failure to appear or to perform in an examination will result in a failed attempt.
 - For the withdrawal you need a form : https://www.agrar.uni-kiel.de/en/studies/students/forms?set_language=en

Withdrawal in case of illness



Christian-Albrechts-Universität zu Kiel

- Withdrawal in case of illness
- Application form plus certificate of incapacity for examination:
- A "sick note" as presented to an employer, for example (certificate of incapacity for work), will not be accepted.
 - In the case of illness of a child to be cared for and actually cared for by the examination candidate, a certificate for the illness of the child must be submitted in addition to the withdrawal form.
 - Attention: A subsequent withdrawal for reasons that were already known at the time of the examination is not possible.

**We wish you much success in the exams!
Have a great holiday season and a healthy and happy new
year 2024.**

