### FHW deadlines | winter term 23/24

**FHW deadlines for registration of study and performance certificates winter term 23_24** (exams included)

<table>
<thead>
<tr>
<th>start</th>
<th>Online exam registration and sport practical courses (tests)</th>
<th>Online registration for study and performance records (including colloquia, which are attended prior to the submission of the final thesis except exams, oral exams)</th>
<th>Paper registration^ for study and performance records, if the online registration is not working (Bridge courses, optional area, exchange programs, HISQIS lists)</th>
<th>Online registration for Oral exams</th>
<th>Defense / Colloquium (after the submission of the final thesis)</th>
</tr>
</thead>
<tbody>
<tr>
<td>15rones of November 23</td>
<td>15rones of November 23</td>
<td>15rones of November 23</td>
<td>15rones of November 23</td>
<td>15rones of November 23</td>
<td>Registration at least 14 days before the exam date</td>
</tr>
<tr>
<td>end</td>
<td>30rones of November 23</td>
<td>30rones of November 23</td>
<td>30rones of November 23</td>
<td>30rones of November 23</td>
<td>withdrawal no later than on the 3rd day before the exam date via collected e-mail from the student mail address to the examiner and the examiner</td>
</tr>
<tr>
<td>cut-off time for justified late registrations</td>
<td>14rones of December 23</td>
<td>14rones of December 23</td>
<td>14rones of December 23</td>
<td>14rones of December 23</td>
<td>withdrawal no later than on the 3rd day before the exam date via collected e-mail from the student mail address to the examination office and the examiner</td>
</tr>
<tr>
<td>withdrawal conditions</td>
<td>withdrawal via LSF no later than on the 3rd day before test date^</td>
<td>withdrawal no later than on the 3rd day before the examination date via e-mail from the student mail address to the examiner^</td>
<td>*see here for the registration of exams and sport practical courses (tests) **see here for registration for study and performance records (except exams, oral exams, internships)</td>
<td>withdrawal no later than on the 3rd day before the examination date via collected e-mail from the student mail address to the examination office and the examiner</td>
<td>withdrawal no later than on the 3rd day before the examination date via collected e-mail from the student mail address to the examination office and the examiner</td>
</tr>
</tbody>
</table>

---

1 For further information, see under official announcements [https://www.bekanntmachungen.ovgu.de/Amtliche+Bekanntmachungen.html](https://www.bekanntmachungen.ovgu.de/Amtliche+Bekanntmachungen.html)
2 Both graded and ungraded evidence is to be registered
3 Registration forms can be found at [https://www.hw.ovgu.de/Studium/Prufungsamt.html](https://www.hw.ovgu.de/Studium/Prufungsamt.html)

### Notes:

- **Interims are not** registered via LSF, but are coordinated individually with your internship supervisor and reported by submitting the internship form. Attention: Internships in the Master Sports Science (modul 9, 10) have to be registered via LSF from the 15th to the 30th of November 23.
- **Events for the Optional Area** (for more details see LSF) are registered using the paper registration^.

- In case of (technical) problems with the registration, an e-mail should be sent immediately to the responsible staff member at the FHW examination office.
- **Form** when needing to withdraw in the event of incapacity for examination | For further information, see here.
- Registration and withdrawal regulations for FHW students for course certificates and examinations at external faculties see here. The registration and withdrawal regulations of the respective other faculty apply.

---

**For further information, see under official announcements** [https://www.bekanntmachungen.ovgu.de/Amtliche+Bekanntmachungen.html](https://www.bekanntmachungen.ovgu.de/Amtliche+Bekanntmachungen.html)

---

**Notes:**

- In case of (technical) problems with the registration, an e-mail should be sent immediately to the responsible staff member at the FHW examination office.
- **Form** when needing to withdraw in the event of incapacity for examination | For further information, see here.
- Registration and withdrawal regulations for FHW students for course certificates and examinations at external faculties see here. The registration and withdrawal regulations of the respective other faculty apply.