



Welcome at the Faculty of Business Administration and Economics

Course Selection Exchange Students

Fall Term 2020

Departmental Coordinator Torsten Glase

EUROPA-UNIVERSITÄT VIADRINA FRANKFURT (ODER)





Faculty of Business Administration

Study Programms

Bachelor programs

[International Business Administration](#) (mostly taught in english)

[Internationale Betriebswirtschaftslehre](#)

[Recht und Wirtschaft | Wirtschaft und Recht](#)

Master programs

[International Business Administration](#) (mostly taught in english)

[European Studies](#)



Semester Dates

Summer 2020

Period of scheduled classes

1st block: 02.11.20 - 18.12.20

2nd block: 11.01.21 - 19.02.21

Examination periods

1st block: 04.01.21 - 08.01.21

2nd block: 22.02.21 - 26.02.21

Retake: 15.03.21 - 31.03.21




Course Selection

- The courses can be found here:

<https://www.wiwi.europa-uni.de/en/studium/modulangebot/index.html>

Course schedule

- Please be aware that the Faculty divides the semester into two periods of scheduled classes including examinations at the end of each period.
- Interdisziplinäre course offers for Cultural Science and Law students and pupils. [Further information ...](#)
- It is necessary to register in [Moodle](#) for all courses offered by the Faculty. In order to login to the respective courses, you need an *enrolment key* which, generally, will be provided to you by the professor in the first lecture. Further information can be found on the web pages of the respective lecturers.
- **Course offers** of the Faculty
 - in the **current semester** (in viaCampus) 
 - our [course offers in previous semester \(archive\) ...](#)
- **Course offers (planned)** at the Faculty
 - in [winter semester](#)
 - in [summer semester](#)
- Current course offers
 - of the [Language Centre](#)
 - of the [Faculty of Social and Cultural Sciences](#)
 - of the [Faculty of Law](#)
 - with [gender and/or diversity contents](#)



Course Selection

Vorlesungsverzeichnis Sommersemester 2020		
+ Juristische Fakultät (Änderungen vorbehalten!)		
+ Kulturwissenschaftliche Fakultät (Änderungen vorbehalten!)		
- Wirtschaftswissenschaftliche Fakultät (Änderungen vorbehalten!)		
- International Business Administration (Bachelor)		☰
- International Business Administration (SSO 2017)		☰
- Wirtschaftswissenschaftliche Grundlagenausbildung		☰
• Business Informatics		🔗
• Business Taxation		🔗
• Finance & Investments		🔗
• Financial Accounting		🔗
• International Management		🔗
• Macroeconomics		🔗
+ Management Accounting		🔗 ☰
• Marketing		🔗
• Mathematics		🔗
+ Microeconomics		🔗 ☰
+ Production & Logistics		🔗 ☰
+ Statistics		🔗 ☰
+ Schwerpunktbildung		🔗 ☰
+ Außerfachliche und überfachliche Qualifikationen		🔗 ☰

Courses marked with (+) will be offered in spring term

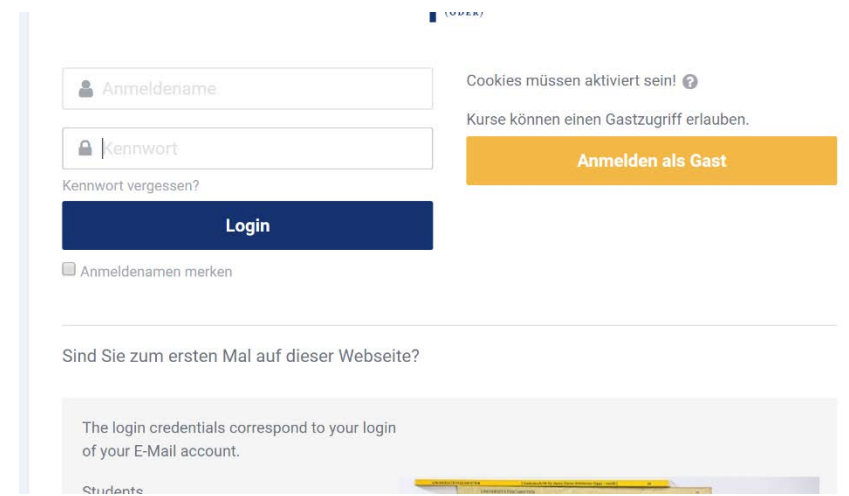
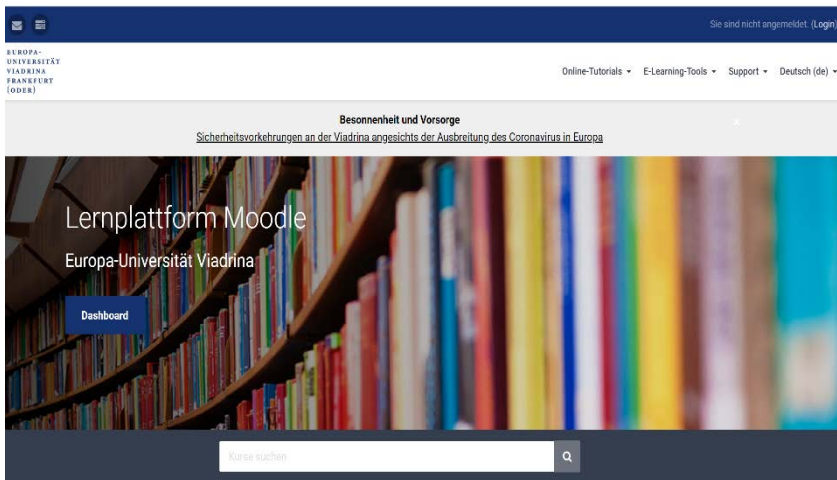
Course Registration

MOODLE

- You can get information for available courses here:

<https://moodle.europa-uni.de/>

- You need to log in with your username and password (you will get this information with your enrollment)





Course Registration

Search courses

Online-Kurse

- Juristische Fakultät**
Faculty of Law
- Kulturwissenschaftliche Fakultät**
Faculty of Social and Cultural Science
- Wirtschaftswissenschaftliche Fakultät**
Faculty of Business Administration and Economics
- Sprachenzentrum**
Language Centre
- Zentrum für Schlüsselkompetenzen**
Competence Centre
- Internationale Angelegenheiten**
International Affairs
- Universitätsbibliothek**
University Library
- Gremien und Initiativen**
Committees and Initiatives

Evaluation: Die Wirtschaftswissenschaftliche Fakultät führt die Evaluation ihrer aktuell angebotenen Module onlinebasiert durch. Um an der onlinebasierten Evaluation der von Ihnen besuchten Module teilnehmen zu können, ist es unabdingbar, dass Sie sich bei den von Ihnen belegten Kursen in Moodle eintragen. [Weitere Informationen](#)

Are you looking for a specific course? Then simply enter the name of the course or the examination number of the course in the field 'Search courses'.

All students who wish to participate at **exams** will have to **register in time!** Students without any prior registration will be exempted from exams! No exceptions are made! [Further information](#)

Evaluation: The Faculty of Business Administration and Economics conducts an online evaluation of the current modules. To participate in the online-based evaluation of your attended modules, it is essential that you have registered for those modules on Moodle. [Further information](#)

Search courses

Click here

Go



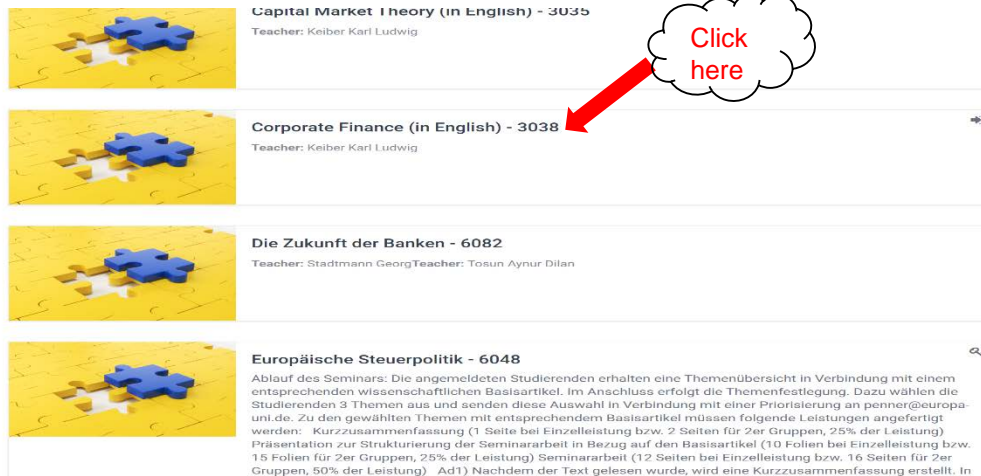
- ▶ Wintersemester 2020/2021
- ▶ Sommersemester 2020
- ▶ vorangegangene Semester / previous semester

▶ Expand all



Course Registration

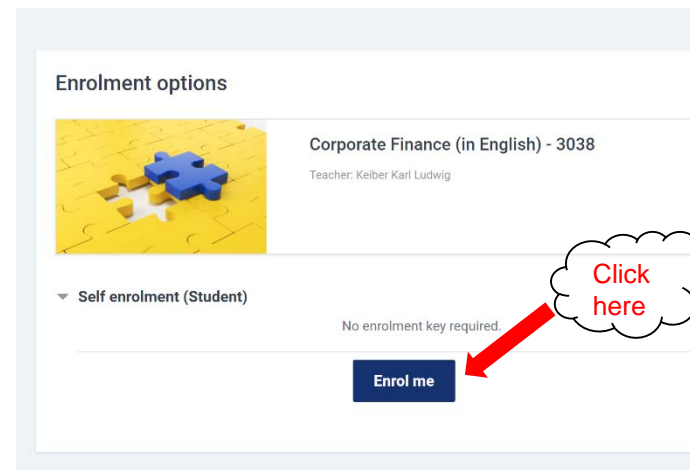
Example



A screenshot of a Moodle course list. The list contains four entries, each with a yellow puzzle piece icon. The first entry is 'Capital Market Theory (in English) - 3035' by Keiber Karl Ludwig. The second entry is 'Corporate Finance (in English) - 3038' by Keiber Karl Ludwig, which is highlighted with a red arrow pointing to it from a cloud-shaped callout box containing the text 'Click here'. The third entry is 'Die Zukunft der Banken - 6082' by Stadtmann Georg and Tosun Aynur Dilan. The fourth entry is 'Europäische Steuerpolitik - 6048' with a detailed description of the seminar's structure and requirements.

If you can't find the course in moodle right now!!
A reason for it could be that the course will be offered in the second block and will appear later

If you enrol for a course and then decide not to take it.
You can always unenrol from the course



A screenshot of the Moodle enrolment options for the course 'Corporate Finance (in English) - 3038' by Keiber Karl Ludwig. The page shows a yellow puzzle piece icon and a dropdown menu for 'Self enrolment (Student)'. Below the dropdown, it states 'No enrolment key required.' and there is a blue 'Enrol me' button. A red arrow points from a cloud-shaped callout box containing the text 'Click here' to the 'Enrol me' button.



Exam Registration

- **The exam registration information can be found here:**

<https://www.wiwi.europa-uni.de/en/studium/pruefungen/index.html>

- **The exam registration needs to be done in viaCampus:**

https://viacampus.europa-uni.de/qisserver/pages/cm/exa/coursecatalog/showCourseCatalog.xhtml?_flowId=showCourseCatalog-flow&_flowExecutionKey=e1s1



Exam Registration

Don't forget the deadline for the exam registration
(It is different to the moodle registration)

Students
Study programs
Course schedule
Examinations
Registration/Deregistration
Non-participation at exams due to sickness
Examinations abroad
Academic Dishonesty
Passing, failing, retaking
Thesis
Advisory service
Examination boards
PhD admission board
FAQ

Application for supervision of the thesis
You need to hand in an application form for supervision of the thesis to the Examination Board. Please consider deadlines! Further information ...

- Please consider that in case of [non-participation at exams due to sickness](#) students are obligated to hand in a medical certificate with the **examination board** (not the examination office) after the decision not to participate at exams.
- Please consider regulations for the [taking of examinations abroad](#).

Examination periods / schedule

- **First date** examinations are usually taking place directly the week a block had finished. The examinations of the **second date** are usually taking place during the last two weeks of a semester. (winter semester: the last two weeks of March; summer semester: the last two weeks of September)
- **exam schedule summer semester 2020** (Date: 10.09.2020)
- **exam schedule for re-scheduled retake exams winter semester 2019/2020** (Date: 24.06.2020)
Please consider: All written examinations at the Faculty of Business Administration and Economics scheduled for the period from 16 March to 27 March 2020 were cancelled! The cancelled written examinations offered in the 25th calendar week (15 June - 19 June 2020) and 27th calendar week (28 June - 3 July 2020).

Conducting presence examinations in the Corona period

In view of the restrictions on university operations due to the Corona crisis and in order to ensure that the applicable hygiene regulations and distance regulations are observed throughout, special organizational precautions will apply to participation in presence examinations, about which we would like to inform you in the following and for the implementation of which we are also dependent on your cooperation:

1. Persons who show symptoms of an infection with the Corona virus or who are in domestic quarantine due to an order of the responsible authority are not allowed to enter the Viadrina buildings. In such a case you will not be able to attend the examinations.
2. Access to Viadrina buildings is currently subject to strict restrictions and controls. In good time before the exam, the responsible professorship will send you further details by email in preparation for the examination. This letter is a confirmation of admission to the examination rooms. It will also provide you with detailed information on all organisational issues associated with taking the exam.
3. Admission to the testing room is expected to take place one hour before the start of the exam in groups of max. 10 students. You will be informed of the specific group allocation with the certificate of admission. It is imperative that you are punctual for the exam. If you arrive late after your admission date (even if only one minute late), regardless of whether with or without a valid reason, you will not be able to take the exam, as the planned schedule can then no longer be adhered to. Please also note that you will have to

day2020

Examination periods

Winter 2020/2021

1st block: 04.01.21 - 08.01.21
2nd block: 22.02.21 - 26.02.21
Retake: 15.03.21 - 31.03.21

Summer 2021

1st block: 31.05.21 - 04.06.21
2nd block: 26.07.21 - 30.07.21
Retake: 13.09.21 - 30.09.21

Periods of scheduled classes

Deadlines exam de-/registration

Summer 2020

1st block: 24.05.20, 11:59 pm
2nd block: 19.07.20, 11:59 pm
Retake: 06.09.20, 11:59 pm

For written exams at the end of the 2nd block and of the retake exams, partially different deadlines apply. (see examination schedule)

Examination schedule

Deadline will be updated soon





Learning Agreement

Signatures on Learning Agreements
(LA) within first weeks via email:

outgoing-wiwi@europa-uni.de



1. Please check with **home university**
2. Torsten Glase will sign LA via email
3. Then you send it to your home university



Grading Scale

German grade	German grade only LAW	ECTS grade
1,0	18 – 14	A
1,3	13	A
1,7	12 – 11	B
2,0	10	B
2,3	9	B
2,7	8	C
3,0	7	C
3,3	6	D
3,7	5	D
4,0	4	E
5,0	3 – 0	F

As soon as you have finished your courses, written all exams and papers the Professors have several weeks to grade your work. They report your grades to us.

We generate your Transcript of Records and send it to your home university.



Office Hours within the Introduction Week



Torsten Glase

**Wednesday 29th of October 10:00 –
12:00**

via phone: +4933555342592

or

email at: outgoing-wiwi@europa-uni.de