## my.h-da – My University Portal Students: exams extracts / register for exams / info on exams

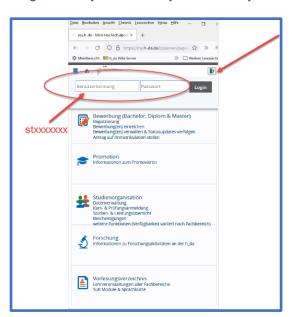
Version: July 2022

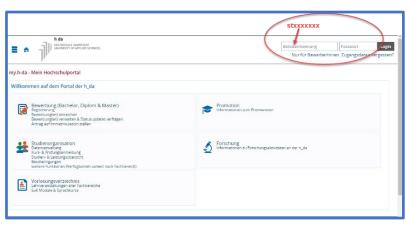
Version 1.1 Stand: 28.06.2022

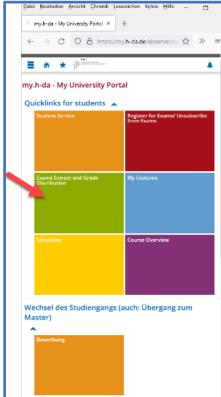


UNIVERSITY OF APPLIED SCIENCES my.h-da: Exams Extracts and Register for Exams / Unsubscribe from Exams / Info on Exams IT-DIENSTE UND -ANWENDUNGEN

1. Login at my.h-da - My University Portal







Start your Browser and enter <u>my.h-da.de</u> for starting my.h-da Portal. Login with your userid: (stxxxxxxx) and your password.

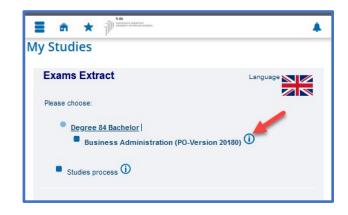
Use the quicklink Exams Extracts and Grade Distribution

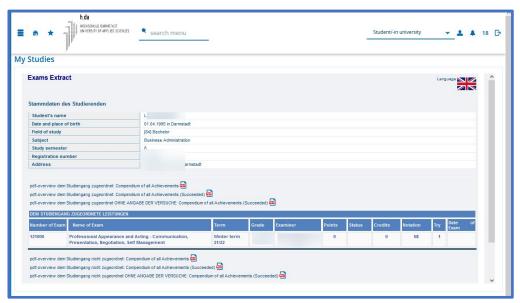


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## 2. Grade Distribution







Click on your Degree-Description and at the next step on the  $% \left( 1\right) =\left( 1\right) \left( 1\right)$ 

shown at the end of the description of your degree.

Now your exams are shown at the Exam Extract. Please pay attention to the different chapters of the extracts!

Please contact your faculty office for more information regarding your grades or exams.



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## 3. Register for exams and unsubscribe from exams:





**Inform yourself!** It's important to know the deadlines for registration or unsubscribing from exams or for application for the courses!

To register for an exam, select the quicklink – Register for Exams/Unsubscribe from Exam – then read the information, click the accept box and press the Next button.

At the next screen, click at the description of your degree and continue until you find the Exam you want to register for or to unsubscribe from.

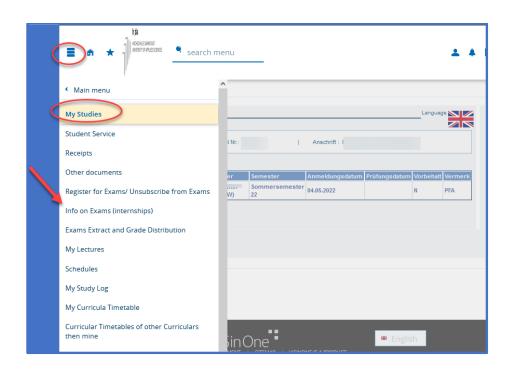
If your action was successful (registration or unsubscribing), a confirmation email will be sent in proof.

If the planned action is not possible, please contact the support-team in your faculty-department.



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## 4. Info on Exams



The exams you are registered for can be found at Info on Exams (internships)

For this click at the Sandwich-menu at the top left, then select

- My Studies
- Info on Exams (internships)

If there are any questions concerning the exams, please contact your faculty.