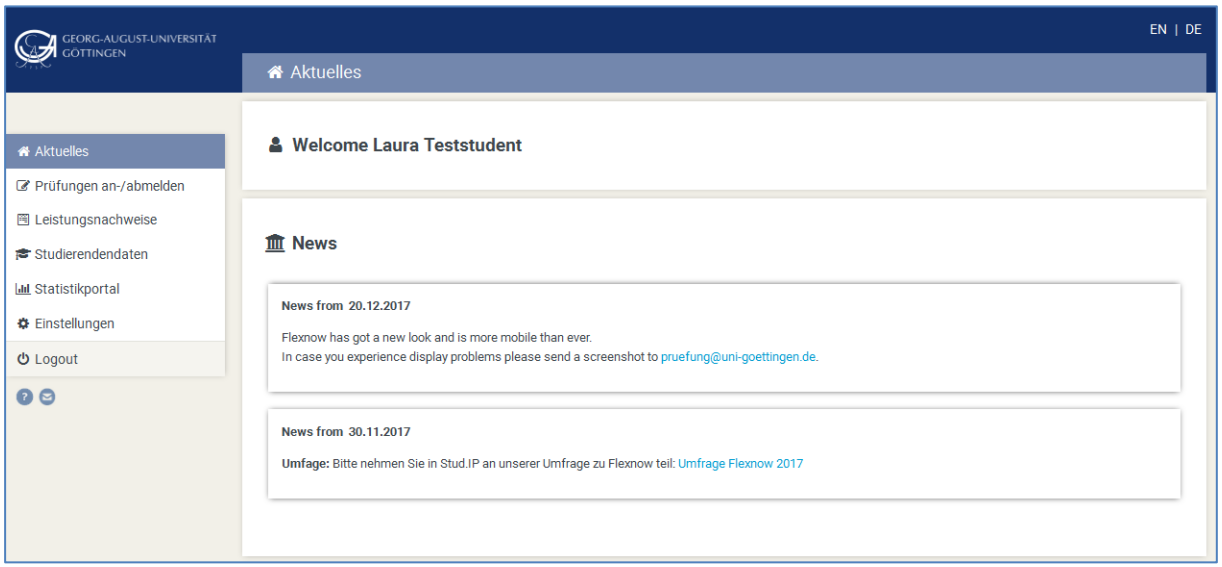
1 Electronical Exam Administration FlexNow – Information for Students

FlexNow: Online …

- **Register** for examinations „Register for exams/cancel registration“
- **Cancel** exam registrations „News“ or „Register for exams/cancel registration“
- **View** exam results „News“ or „Exam results“
- **Create** summary of academic attainments „Summary of achievement“

You can reach FlexNow through the eCampus-Portal:
https://ecampus.uni-goettingen.de/



What do you need?

- Student identification (z.B. Max.Mustermann)
- Password
- Internet access

2 Register / Cancel Registration for Exams

A detailed manual for registering and canceling the registration for exams can be found on the following websites:

- PDF (German): http://www.uni-goettingen.de/de/436352.html
- PDF (English): http://www.uni-goettingen.de/de/438960.html

- Video (German): http://medien.e-learning.uni-goettingen.de/daten/-2/20092/7963/16-mp4v/FLexNow2Anmeldung.mp4

Please note:

- A confirmation of the (de-)registration for exams will be sent to your university e-mail account.
- The e-mail account is available at the eCampus portal by clicking at “E-Mail”.
- Answers to frequently asked questions can be found here:
  - http://www.uni-goettingen.de/en/52935.html
- In case you cannot find the exam that you want to register for, please make sure to ask your fellow students before contacting the examination office.

Important:

You can only participate in an examination if you registered for the course at FlexNow during the respective registration period!

Absence does also require a deregistration!

Standard deadlines for registration and cancellation:

Please check if the exam regulations provide individual rules for the registration and cancellation of exams. For most courses, the following rules apply:

Written exams
Registration up to 7 days before the examination, cancellation until 24 hours before the examination date

Oral examination
Registration and cancellation up to 7 days before the examination date (exam date defined by examiner)

Practical examinations
Registration for the coming semester is possible until two weeks after the end of the course in the preceding seminar, cancellation until two weeks before course start

Presentation, paper, records
Registration and cancellation up to 0 days before exam date (exam date defined by examiner)

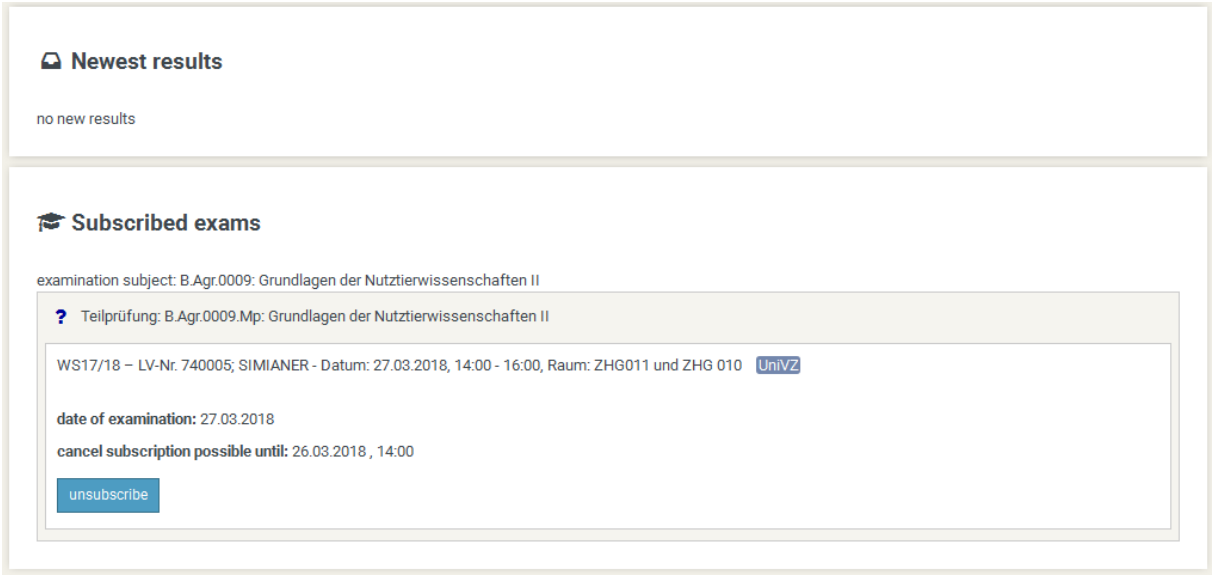
Hybrid of exams, oral exams, presentation, paper, records
Registration and cancellation up to 7 days before exam date (exam date defined by examiner)

Statistics Portal:

Statistics concerning matriculation, exams, rankings etc. may be accessed at the statistics portal: https://pruefungsverwaltung.uni-goettingen.de/statistikportal

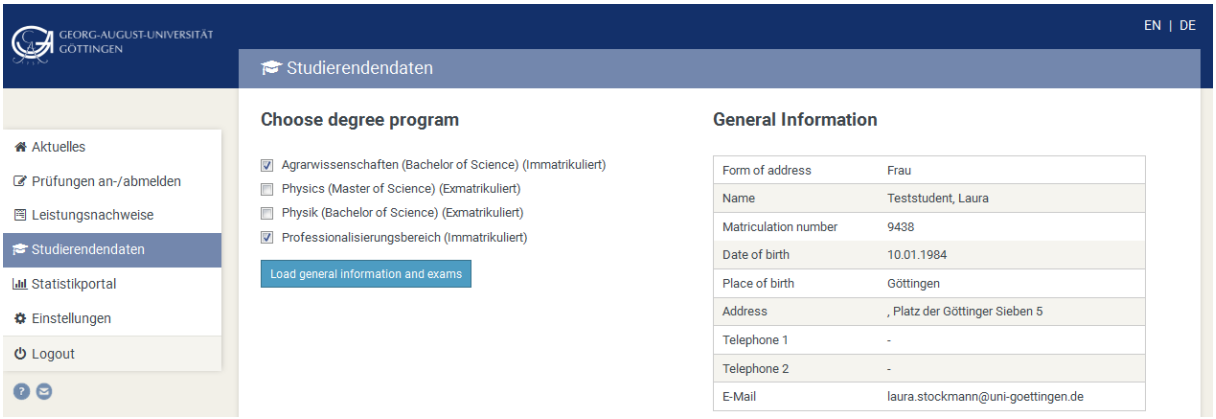
3 Current Issues

To see which examinations you are currently registered for, please click on "**Current Issues**" in the menu on the left. Also you get information about the date of an examination, the standard deadlines for cancellation, the examination room and the latest results. Furthermore, you have the possibility to cancel exam registrations



4 Student Records

To access your student records please select „Studierendendaten" in the menu on the left and then chose your degree course.

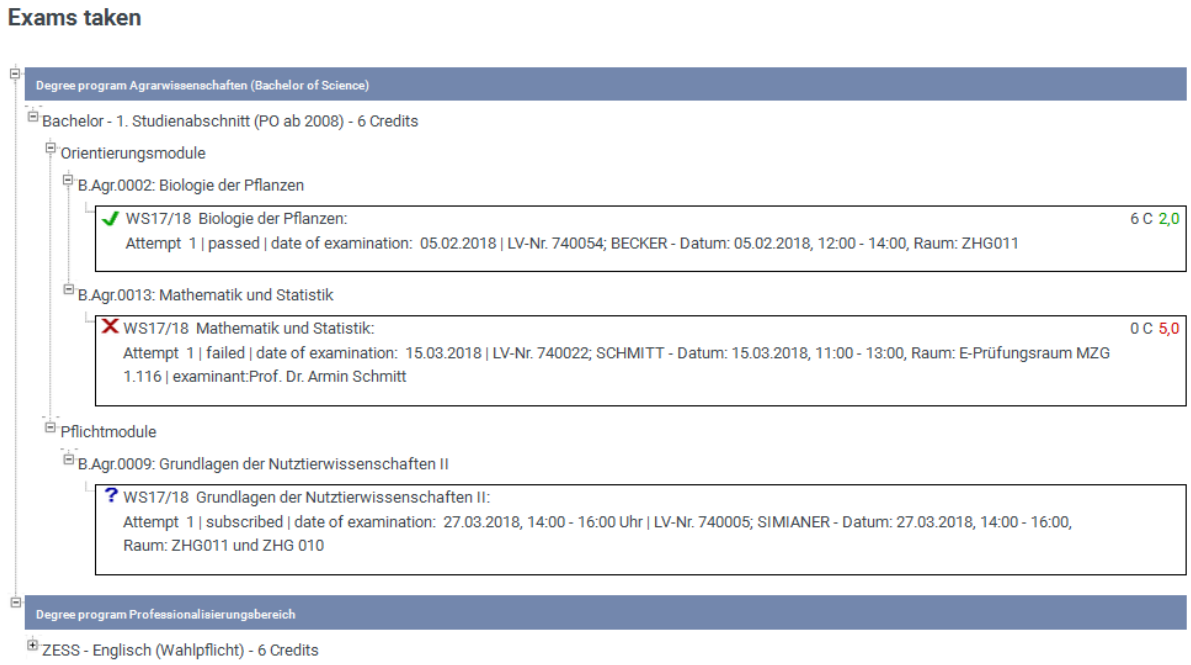


Here you can view your complete records. The symbols are defined as follows:

✓ Exam passed

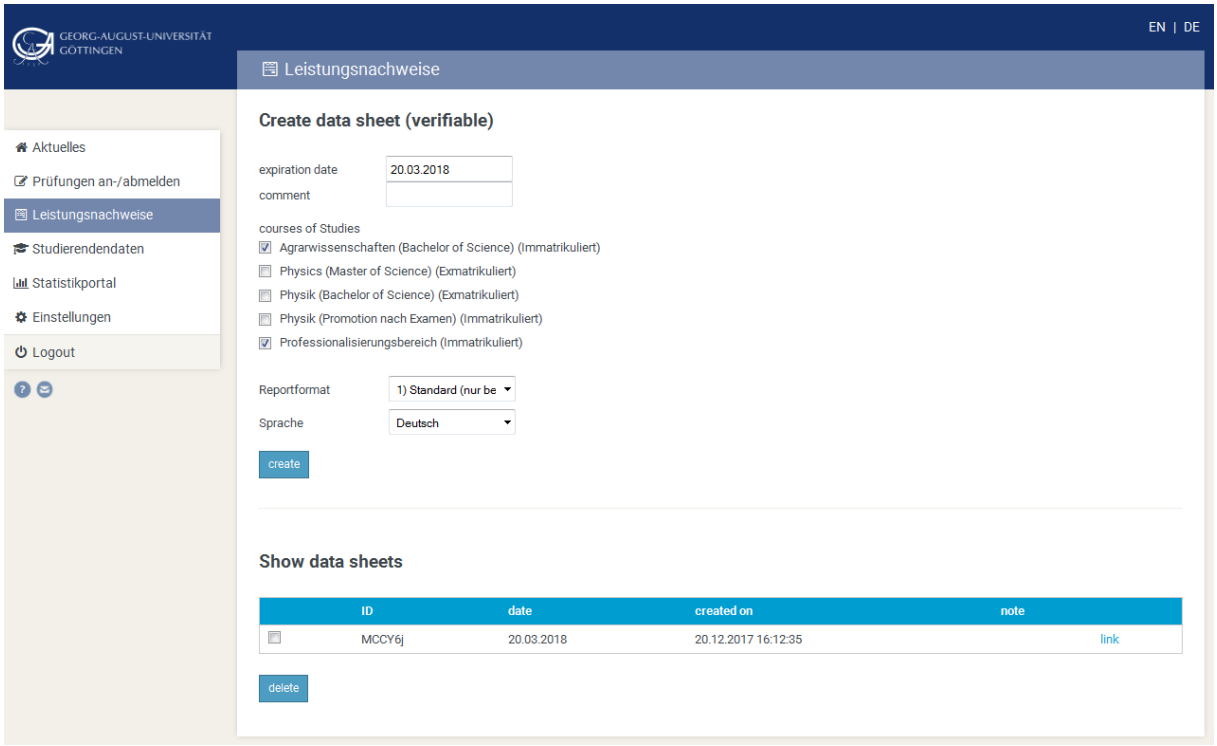
✗ Exam not passed

? Waiting for result



5 Performance Record

FlexNow offers the possibility to create a performance record for the university achievements.



There are different variations of performance records:

- **Create data sheet (verifiable):**
  Here you can create performance records for various purposes. Select the desired format in “Reportformat” and the language. Also you have the possibility to create performance records for “Bafög” or “Deutschlandstipendium“, “Unbedenklichkeitsbescheinigungen” or “Selbstständigkeitserklärungen” for homework.
- **Show data sheets:**
  Performance records that have been created in the past can be accessed or deleted here.