Registration for exchange students

Log in to the student portal and choose Course/programme registration.

Choose semester and click Continue.

Here you can see your admissions to programmes, courses and/or exchange studies. In the right hand column you get a message if you for some reason cannot register through the student portal. If you study on a programme with registration on programme semesters this must be done first! If it is not possible via the student portal your department must register you for the semester. Then you can register for your exchange studies.

LUNDS UNIVERSITET

START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES

SUPPORT	MY SETTINGS	PHD STUDENT

COURSE/PROGRAMME REGISTRATION   ← Return to dashboard

Select semester ⟩ Choose program/courses autumn 2015 ⟩ Inspect ⟩ Confirmation

Choose the program and courses you wish to register on. If you are admitted with requirements you must contact your department to be registered.

Choose program and courses   ✓ = Already made registrations

Program

	Program semester	Title	Specialization	Registration period	Message
✓	5	Bachelor of Science Programme in Service Management	Retail Management	-	

Exchange studies

	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
☐		30.0	China	Tsinghua University	External relations	-	2015-08-10 - 2015-12-20	

Choose courses

Courses
There are no courses available for selection

← Abort   ← Back   Continue →

Tick the alternative/-s that you wish to register for and click Continue.

LUNDS UNIVERSITET

START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES

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Exchange studies

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Choose courses

Courses
There are no courses available for selection

← Abort   ← Back   Continue →

Inspect and approve your registrations by clicking on Register.

You get a confirmation that the registration has been made. Click on "Show registrations" to view your confirmed registrations (the little arrow) to verify that your registration was finalized.

If all went well you should be able to see completed registrations:

START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES
SUPPORT	MY SETTINGS	PHD STUDENT			

COURSE/PROGRAMME REGISTRATION ← Return to dashboard

Select semester ⟩ Choose program/courses autumn 2015 ⟩ Inspect ⟩ **Confirmation**

Your registration is accepted. Click on "Show registrations" to view your confirmed registrations.

✅ **Registrations received**
We have received registrations for ▬▬▬▬▬▬▬ for semester autumn 2015 and have fulfilled them.

▼ **Hide registrations**

Registrations autumn 2015   ✅ = Made registrations

Exchange student registration

	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
✅		30.0	China	Tsinghua University	External relations	-	-	Registration is not allowed. You are already registered for exchange studies this term.

If you would like to try to register again you can _Start over_.

You can also see your registrations under Information about studies > Results and registrations.

START ✕	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES
SUPPORT	MY SETTINGS	PHD STUD	**Results and registrations**
			Certificates and transcripts

Click on the Registrations tab:

Results | **Registrations** | Admissions

Program registrations

Semester	Program	Specialization	Program semester	Title	Credits	Registration type
H15	SGSMA	RETA	5	Bachelor of Science Programme in Service Management	180	FFG
V15	SGSMA	RETA	4	Bachelor of Science Programme in Service Management	180	FFG
H14	SGSMA	RETA	3	Bachelor of Science Programme in Service Management	180	FFG
V14	SGSMA	RETA	2	Bachelor of Science Programme in Service Management	180	FFG
H13	SGSMA	RETA	1	Bachelor of Science Programme in Service Management	180	FFG

Course registrations

Semester	Course code	Title	Program	Start week	End week	Credits	Registration type	Non-completion date
V15	KSMB41	Methods and Analytical Skills	SGSMA	201504	201523	15.0	FFG	
V15	KSMA44	Retail Management - Place Development and Business Relations	SGSMA	201504	201523	15.0	FFG	
H14	KSMA32	Service Management: Financial Accounting and Management Accounting in the Service Sector	SGSMA	201436	201503	15.0	FFG	
H14	KSMA31	Service Management: Managing, Organizing and Marketing in Service Organizations	SGSMA	201436	201503	15.0	FFG	
V14	KSMA23	Retail Management - the Store	SGSMA	201404	201423	15.0	FFG	
V14	KSMA25	Service Management: Consumption, Identity and Communication	SGSMA	201404	201423	15.0	FFG	
H13	KSMA12	Service Management: Development of the Service Sector: Economics and Economic Geography Perspectives	SGSMA	201336	201403	15.0	FFG	
H13	KSMA11	Service Management: Introduction to Service Management and Service Studies	SGSMA	201336	201403	15.0	FFG	

Exchange studies

Semester	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week
20152	Bilateralt avtal	30.0	China	Tsinghua University	External relations	-

Approved study break

There are no Student breaks