

Important information regarding examination regulations for students of the master degree program Electrical Engineering in the summer term 2025



Dates and deadlines

Registration for **written examinations** should be done in unisono from **June, 6th 2025** up to 14 days before the date of the relative written examination (unisono system calculates the exact time depending on the beginning time of the examination!).

Registration for **oral examinations** (online registration in unisono and subsequent agreement on the date with the examiner) should be done seven days before the date of the oral examination at the latest.

The above-mentioned deadlines are hard; registration after the deadline is only possible in justified cases of hardship. The application should be submitted in written form to the examination board via the examination office. The examination board must approve the application.

Please be aware of different deadlines for the registration of the examinations organized by other departments or faculties. Please contact the responsible examination office of the organizing department/faculty for more information.

Registration for academic achievements (coursework and examinations)

With the exception of the final thesis, free attempts and third attempts students have to register for all academic achievements online via unisono. A coursework (Studienleistung) has an ending "-S" (e.g. "4ETMA104-S1"). Exact requirements regarding admission to examinations and completion of modules can be found in the examination regulations and module handbook descriptions.

All academic achievements (courseworks, examinations etc.) must be registered in due time. Academic achievements shall not be booked/graded in unisono without a registration.

Information regarding the content and the requirements can be found in the module descriptions. Registration for coursework (e.g. compulsory submission of exercises, practical assignments, homework, seminars, project work, possibly also as preliminary examination work) must be done through unisono before the first (partial) assignment is submitted. Registration is possible **from April, 1st 2025 up to September, 22nd 2025**.

If your registration is successful, you will automatically receive a notification via unisono. Should you have problems or doubts, please contact the examination office.

Registration for academic achievements is **not** linked to the registration for the corresponding lecture, laboratory or exercises. Students have to register for lectures, laboratories, exercises and the respective academic achievements separately via unisono. Modules are depicted in unisono as follows (you can see all the parts: lecture, exercise, coursework and examination):

▼	🌱	Signals and Systems Module	4ETMA200
▼	📖	Signals and Systems I (Vorlesung)	Lecture Group 4ETMA200-VG1
●	📖	Signals and Systems I	Lecture 43NTS1000V
▼	📖	Signals and Systems I (Übung)	Lecture Group 4ETMA200-VG2
●	📖	Signals and Systems I	Lecture 43NTS1100V
●	🌟	Signals and Systems I	examination 4ETMA200-P
●	🌟	Studienleistung Signals and Systems I	Course Achievement 4ETMA200-S

Registration for written examinations

Registration for written examinations is possible through unisono from **June, 2nd 2025** until **14 days before the date of the respective written examination** (unisono system calculates the time exactly according to the beginning time of the examination!). If a registration via unisono is not possible due to technical reasons, please contact the examination office immediately. It is helpful to make a screenshot of a failure message.

Registration for oral examinations

Registration for oral examinations should be done through unisono in good time, nevertheless, at least **7 days before** the examination date. Once a registration in unisono is done, students must arrange an examination date with the responsible examiner. If the examination can't take place in the current semester, please deregister from it in due time.

Free attempts

Free attempts can't be registered via unisono. They must be registered through to the examination office. Please use the form "[Registration for examinations that can't be registered in unisono](#)".

According to the examination regulations as of 2023 (FPO 2023) a maximum of 3 examinations which have not yet been repeated in accordance with § 12 Paragraph 5 RPO-M and which have been taken within the standard period of study can be evaluated and repeated as a free attempt upon application by the student to the Electrical Engineering examination board. **This means that a free attempt can only be done after the first attempt!**

An oral examination must be repeated within six months, written examinations at the next possible date; otherwise, the right for a free attempt is forfeited. A second free attempt in the same examination is excluded.

Regular withdrawal from examinations / withdrawal due to a sick note

A regular withdrawal from examinations is possible in unisono **up to 7 days** before the examination date. Please note that unisono system calculates this deadline based on the beginning time of the exam.

In case of an illness please provide the examination office with the medical certificate together with the [“withdrawal form”](#) by e-mail as a PDF or by the regular mail **within three working days** after the relevant examination date. If submitted by regular mail, the date of the postmark is valid.

Deregistration from examinations and all other academic achievements at the end of the semester

Registered oral examinations or courseworks which can't be conducted in the current semester must be deregistered no later **than 8 days before the end of the semester**. These registrations shall not be transferred to the following semester and thus it shall no longer be possible to deregister or re-register in the following semester. **In this case you shall automatically be given a “not appeared”=“failed” (for graded performances this means a grade of 5.0 = “failed”)**.

Theses

A master's thesis can only be registered if all the compulsory modules have been successfully completed, at least 60 credit points have been achieved and there is no third attempt in any examination.

Please contact the examination office regarding the procedure well in advance.

Application form can be found on the homepage of the examination office.

Third attempts

Third examination attempts are usually conducted orally. Upon request they might be conducted in a written form.

Third attempts have to be registered through the examination office. Please submit the application form "[Registration for examinations that cannot be registered via unisono](#)" to the examination office. The responsible chair should be informed about the last attempt particularly. Please contact the examination office regarding the procedure in due time.