

# Ever heard of “the AStA”?

University of Lüneburg

# Legal stuff

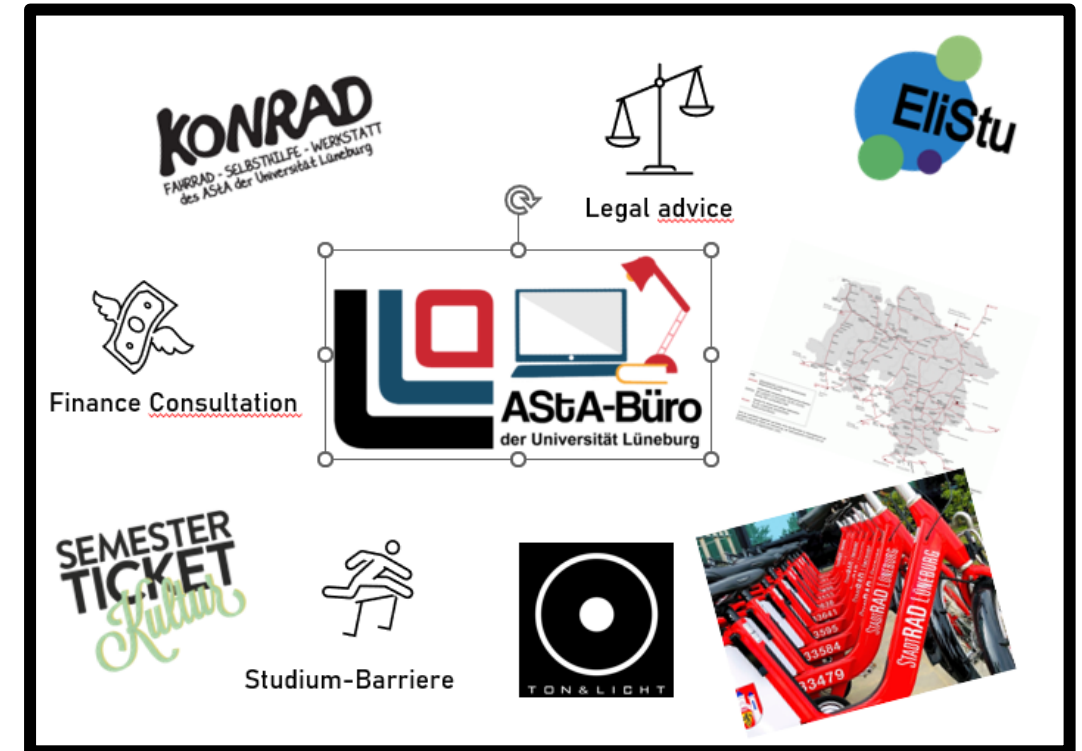
- AStA = Allgemeiner Student\*innenausschuss = General Students' Committee
- According to the Lower Saxony University Act, we are there to represent students' cultural, social, and (university) political interests

... but what exactly are we doing?

# That's what we do



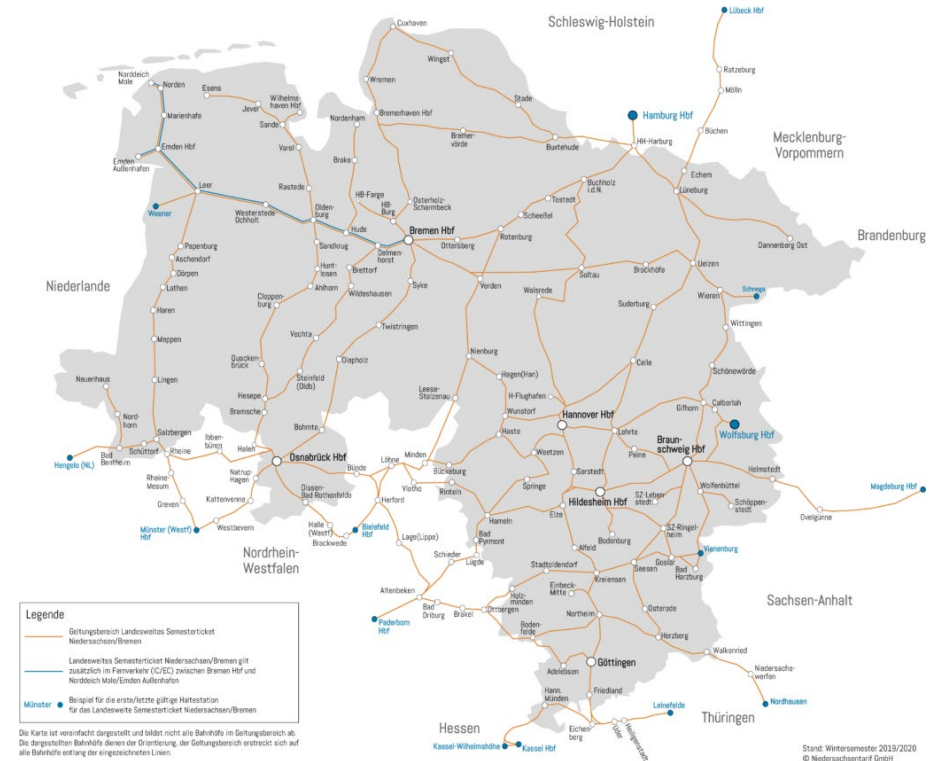
...our departments

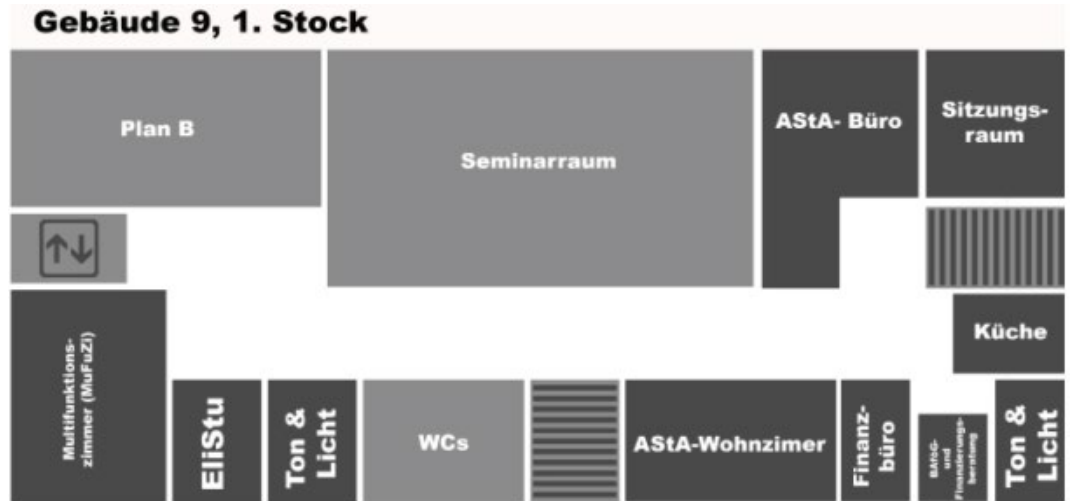


...our services

# SemesterTicket & StadtRad (bicycles)

- You can use your SemesterTicket in Lower Saxony in trains, in Lüneburg in all busses and RE3, RB31 to and from Hamburg
- Code for students account StadtRad: AStA\_Lueneburg
- Upgrade your SemesterTicket to 49€-Ticket (infos on our website)





Where can you find us?

C 9.103

[www.asta-lueneburg.de](http://www.asta-lueneburg.de)

When?

Tuesday: 10:00 – 14:00

Thursday: 10:00 – 14:00



# That's us

...



# Stay up to date or get in contact to participate!

Website: [asta-lueneburg.de](http://asta-lueneburg.de)  
Instagram: [@astaunilueneburg](https://www.instagram.com/astaunilueneburg)  
Telegram: [@astanews](https://www.telegram.com/@astanews) or [@astanewsEN](https://www.telegram.com/@astanewsEN)

You have any questions?

E-Mail: [buero@asta-lueneburg](mailto:buero@asta-lueneburg)  
Phone: +4941316771510

**Thank you so much  
and have fun!**





**LEUPHANA**

myStudy

# **INTRODUCTION FOR NEW STUDENTS**

**What is myStudy?**

# **The central system for classroom teaching!**

- Official course catalogue of Leuphana
- Information on all courses: Registration, dates, rooms, material...
- News about everything going on at Leuphana

**How do I create a myStudy account?**

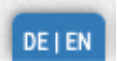
# Leuphana account ready to go?

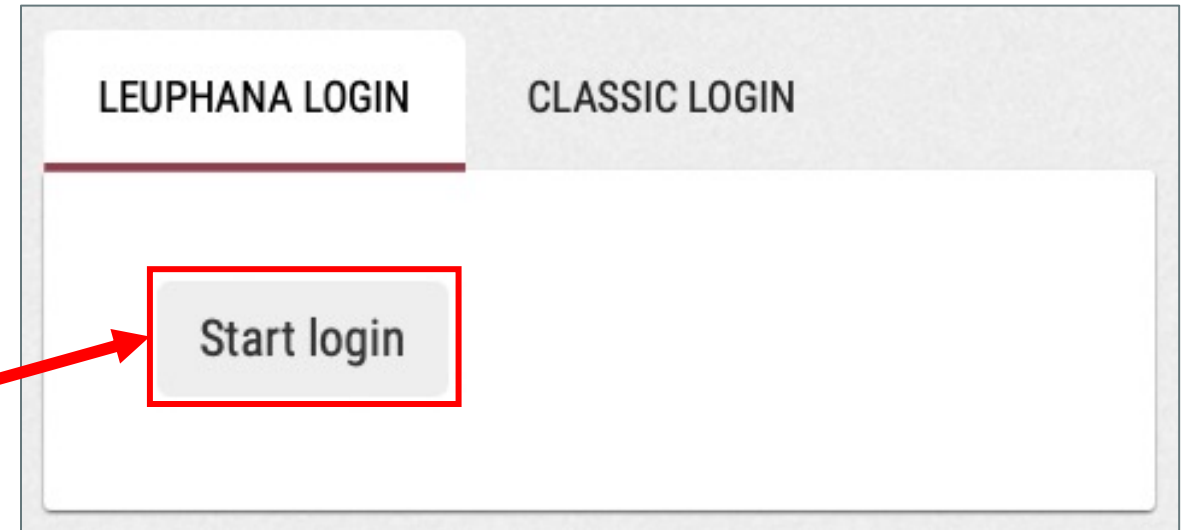
- Your **Leuphana account** also serves for creating and logging in to your **myStudy account**!
  - Username (e.g., AB1-2CD or lg012345)
  - Password (if you have set a separate cloud password, this needs to be used)
- You have to **activate** your Leuphana account before you can use it!
  - More information later from the IT Tutors

# Create your myStudy account

mystudy.leuphana.de



- If needed, set interface language to English 
- **PhD students** with both lecturer and student Leuphana accounts: Please use your **lecturer account** for linking!





# Check personal data and accept release of information

You are about to access the service:  
**mystudy.leuphana.de**

Information to be Provided to Service	
Principal name	lg089441@leuphana.de
Affiliation	student@leuphana.de member@leuphana.de
Given name	Hansdampf
IDMGlobalID	G0000021959
Affiliation	student@000.950.leuphana student@leuphana student@950.leuphana student@40.000.950.leuphana student@W.leuphana member@leuphana
E-mail	Hansdampf.Gassen@stud.leuphana.de
Home organization (Schac)	leuphana.de
Surname	Gassen
User Name	lg089441

The information above would be shared with the service if you proceed. Do you agree to release this information to the service every time you access it?

Select an information release consent duration:

☐ Ask me again at next login  
I agree to send my information this time.

☒ Ask me again if information to be provided to this service changes  
I agree that the same information will be sent automatically to this service in the future.

This setting can be revoked at any time with the checkbox on the login page.

Wrong or missing name? Typo?

– **Student** Leuphana account (Master students):

**studierendenservice@leuphana.de**

– **Lecturer** Leuphana account (PhD students):

Your contact person at Personnel Services

# Choose “You do not have a myStudy account yet”

## Using your Leuphana account for myStudy

You already have a myStudy account

---

You do not have a myStudy account yet

### Create account

- A myStudy account must be created once from your Leuphana account (lg089441).
  - The following data has been submitted with your Leuphana account:
    - First name: Hansdampf
    - Last name: Gassen
    - Email address: Hansdampf.Gassen@stud.leuphana.de
    - Roles / Status: Studierende/r
  - Please check whether the information is correct. If the information is incorrect, please cancel the process and have the information corrected.
- 

**Nutzungsordnung \***



Please confirm that you have read and agree to the [Terms of Use](#) of myStudy.

Cancel

create myStudy account

# Subscribe to newsletters and create account

Subscribe to newsletter

The following newsletters are currently available in myStudy. Please select the newsletters you would like to receive from the list:

**Newsletter**

- ☐ **ASTA:** Aktuelle Informationen des Allgemeinen Student\*innenausschusses
- ☐ **Bibliothek:** Newsletter der Universitätsbibliothek
- ☐ **Die Fachschaft Business, Economics & Management:** Newsletter der Fachschaft Business, Economics & Management, aktuelles über Sitzungen, Events und Gremien
- ☐ **Eltern im Studium:** Aktuelle Informationen rund ums Studieren mit Kind(ern)
- ☐ **Fachschaft Bildung:** Neue Informationen aus der Fachschaft
- ☐ **Fachschaft Master Kulturwissenschaften:** Newsletter mit allen aktuellen Informationen der Fachgruppenvertretung M.A. Kulturwissenschaften
- ☐ **Fachschaft Nachhaltigkeit:** Aktuelle Informationen von der Fachschaft Nachhaltigkeit
- ☐ **FGV Politikwissenschaft:** Newsletter der Fachgruppenvertretung Politikwissenschaft.
- ☐ **FGV Promotion:** Newsletter der Fachgruppenvertretung Promotion für Promovierende und promotionsinteressierte Studierende
- ☐ **FGV Sustainability Science:** Newsletter der Fachgruppenvertretung Sustainability Science
- ☐ **International Office:** Newsletter des International Office für Outgoings, Incomings und Interessierte
- ☐ **Mental Health:** Der regelmäßige Newsletter behandelt eine Bandbreite an Themen rund um Mentale Gesundheit.
- ☐ **myStudy-News:** Zentraler Newsletter von myStudy: Aktuelle Informationen für alle myStudy-Nutzer!
- ☐ **Präsidium:** Newsletter der Hochschulleitung mit aktuellen Informationen zur Entwicklung der Hochschule
- ☐ **Schreibzentrum/Writing Center:** Informationen und Angebote zum Leuphana Schreibzentrum/Writing Center
- ☐ **Sprachenzentrum:** Informationen und Angebote des Sprachenzentrums
- ☐ **Studentische Initiativen:** Aktivitäten und Veranstaltungen der studentischen Initiativen
- ☐ **Uni Leben:** Ankündigungen von Veranstaltungen und Terminen mit Campus-Bezug
- ☐ **Wettbewerbe und Preise:** Der Newsletter informiert über Wettbewerbe und Preise für Studierende.

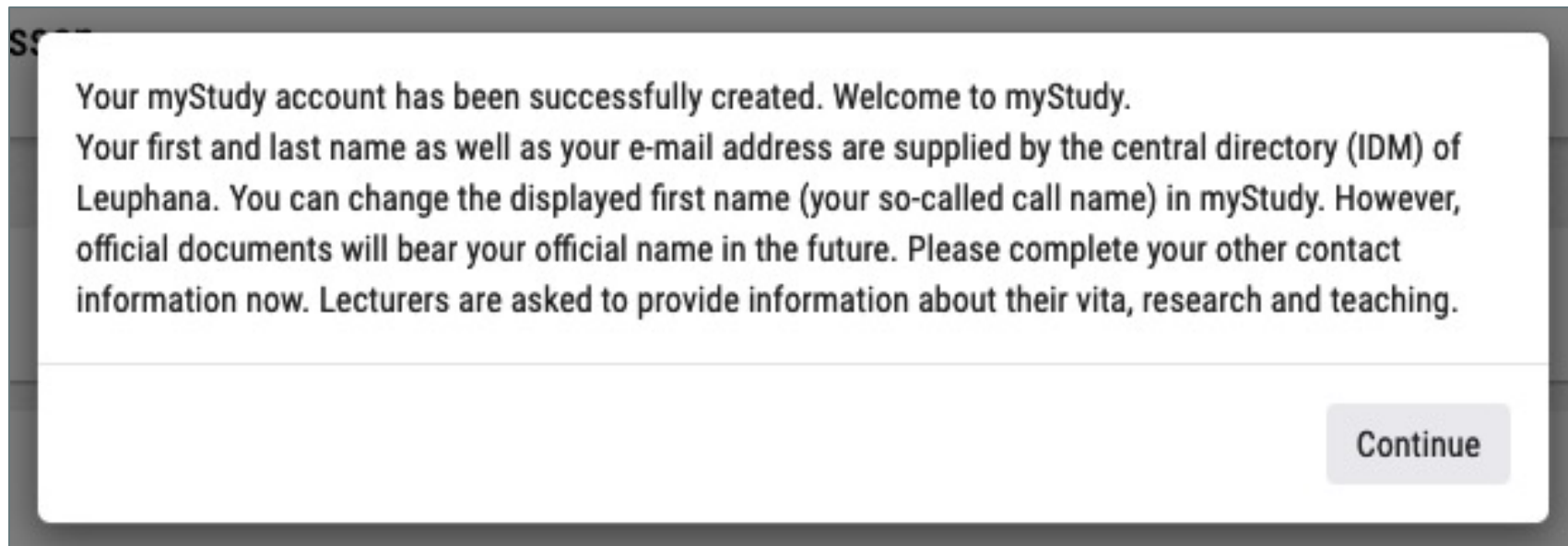


Cancel create myStudy account and log in

– Click “create myStudy account and log in” even if you do not want to subscribe to any newsletter

# Congratulations!

## Your myStudy account is ready to use.



# Important for Master students

- By default, your profile contains your **official name** according to your passport or – if you have such an ID – your name according to your dgti supplemental ID (dgti-Ergänzungsausweis)
- If you use a **different first name** in everyday life, you can enter it in your profile (see myStudy user guide)

# Important for PhD students

- By default, your profile contains your **official name** according to your passport or – if you have such an ID – your name according to your dgti supplemental ID (dgti-Ergänzungsausweis)
- If you use a **different name** in everyday life, please inform your contact person at Personnel Services



# Important for PhD students

- You can use **both** your lecturer and your student Leuphana account for logging in to myStudy
- The Leuphana account you have last used for login determines whether your lecturer or your student **email address** is displayed in your profile
- Our recommendation:** Use your lecturer Leuphana account at all times **except** for when you want to perform student tasks in myStudy (e.g., course registration)

# **Using myStudy – the most important functions**

# It's best experienced live... 😊



myStudy-Portal > Homepage / Login

## CURRENT NEWS

### > Ordner:innen gesucht

*Studentische Initiativen - 11/09/23:* Am 15.09. findet der nächste Globale Klimastreik statt und auch in Lüneburg gehen wir [More >>](#)

### > Sprach-Intensivkurse - noch Plätze frei!

*Uni Leben - 11/09/23:* Für die Intensivkurse des Sprachenzentrums sind noch ein paar Plätze frei! Angeboten werden Kurse [More >>](#)

### > Musikzentrum – Anmeldung Instrumentalunterricht

*Uni Leben - 08/09/23:* Liebe Musizierende! Vielen Dank an allen die die Instrumentalunterricht Anfrage beantwortet haben – hier kommt [More >>](#)

### > Ausschreibung lunatic Festival Orga-Team

LEUPHANA LOGIN

CLASSIC LOGIN

Start login

## INFORMATION & LINKS

### myStudy video tutorials

on starting your studies (DE & EN).  
[To the videos](#)

### Instructions

[Instructions for students \(German\)](#)  
[Instructions for students \(English\)](#)  
[Instructions for guest students \(German\)](#)  
[myStudy information for lecturers \(German\)](#)

- myStudy-Portal
- Homepage / Login
- Login for guests
- Information & contact

# Questions? Problems?

## User guide and video tutorials

- Step-by-step guides on how to create an account, register for courses, and use the most important functions
- [mystudy.leuphana.de/portal/resources](https://mystudy.leuphana.de/portal/resources)



# Questions? Problems?

Check out the **myStudy FAQ**

- Answers to the most common questions on how to use myStudy
- Contact details of persons who can help you further
- After login, go to “Support” > “Contacts and FAQ”

# Questions? Problems?

**myStudy Support** can only help with  
technical problems occurring in myStudy  
–[mystudy@leuphana.de](mailto:mystudy@leuphana.de)

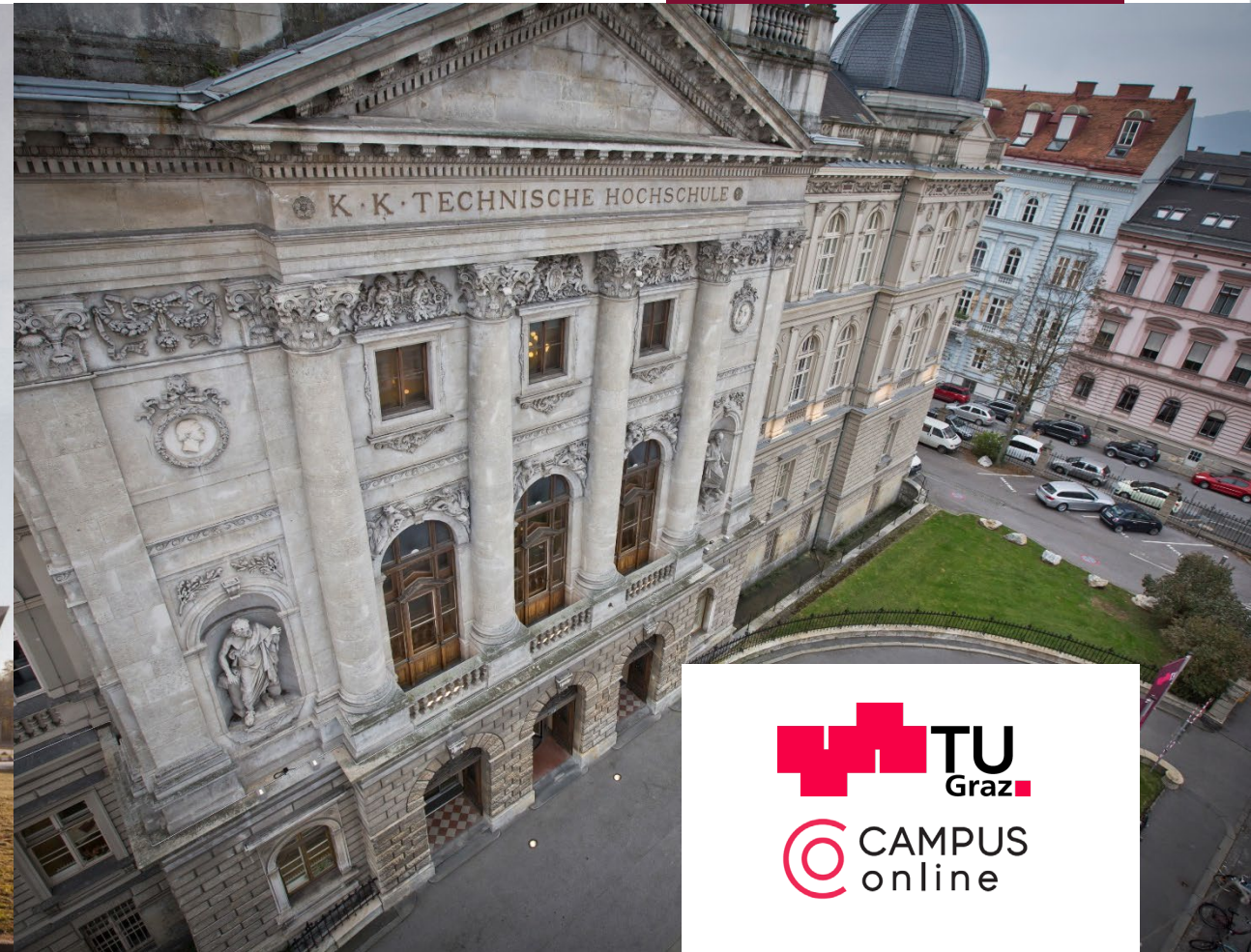




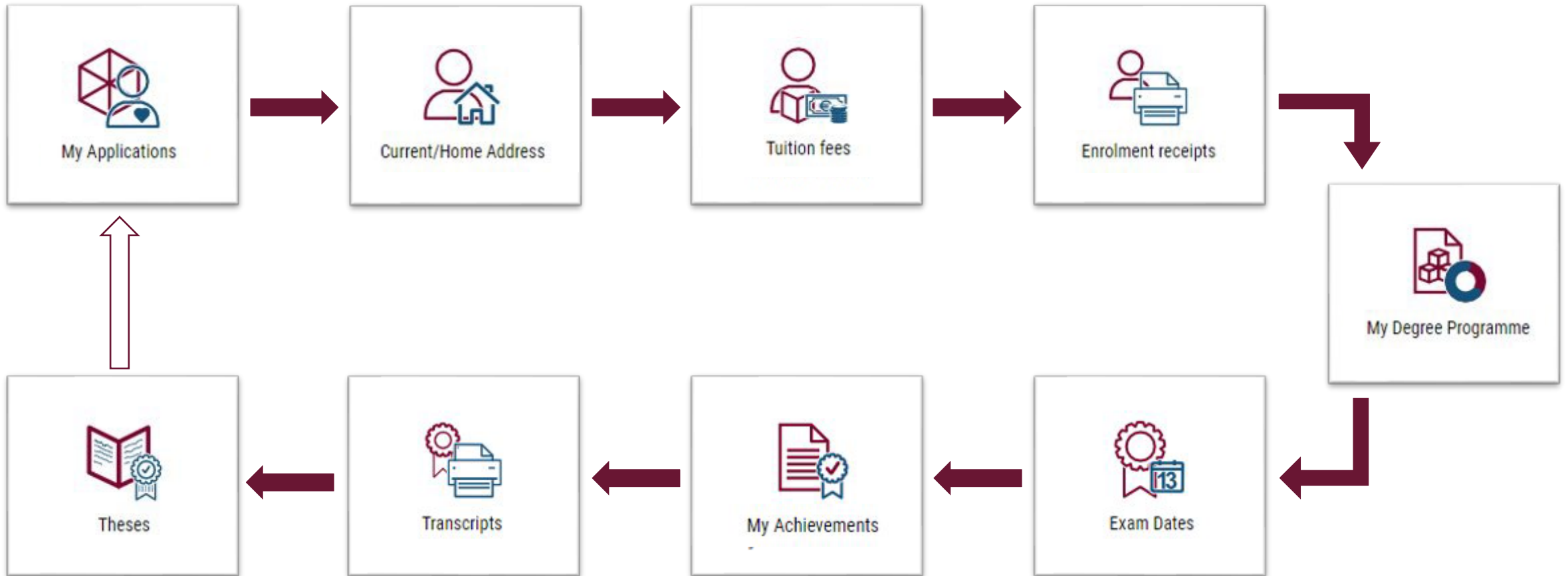
**THANK YOU FOR YOUR ATTENTION!**  
**ENJOY YOUR STUDIES AT LEUPHANA UNIVERSITY LÜNEBURG!**

# MYCAMPUS FOR STUDENTS

29.09.2023 - MYCAMPUS.LEUPHANA.DE



# LEUPHANA'S NEW CAMPUS MANAGEMENT SYSTEM FOR THE ACADEMIC LIFE CYCLE





# LOGIN WITH LEUPHANA-ACCOUNT

## WELCOME TO MYCAMPUS, THE CAMPUS MANAGEMENT SYSTEM OF LEUPHANA UNIVERSITY LÜNEBURG

### REGISTRATION FOR STUDENTS AND EMPLOYEES

Use your Leuphana account and password (cloud password) to log in.

→ [Forgot your password? Please go to myAccount](#)

### REGISTRATION AND LOGIN FOR STUDENT APPLICANTS

Applicants for studies (bachelor, master, doctorate, continuing education, etc.) who are not studying or employed at Leuphana University Lüneburg must first register.

→ [Start registration!](#)

Once you have completed the registration process, use the login for applicants and guests with your email address and your set password to log in.

→ [Forgot your password? Reset your password here](#)

### MORE INFORMATION

Here you can find instructions and support options for using myCampus:

→ [for applicants](#)

→ [for students](#)

→ [for examiners](#)

→ [Support and contacts](#)



Login with Leuphana account

To Login

✓ Login for applicants and guests

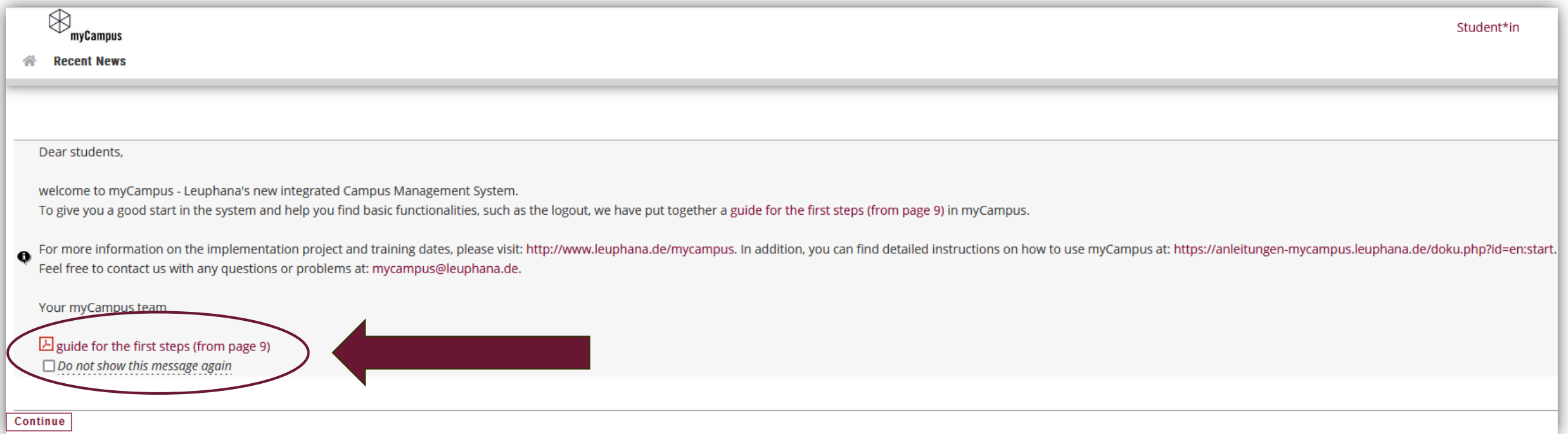
Username

Password



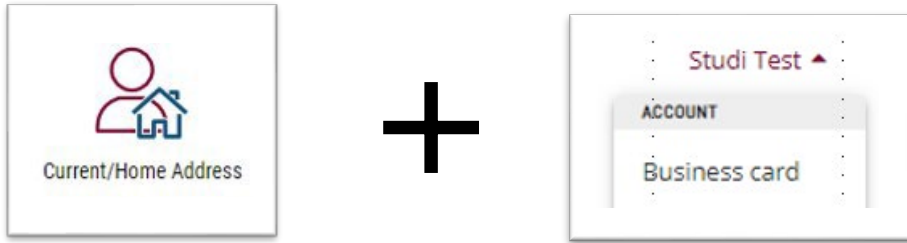
Log in

# FIRST STEPS WITH MYCAMPUS



# CHECKLIST FOR THE START OF THE SEMESTER

1. Update your contact and address details



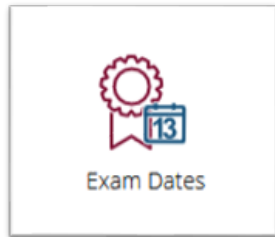
2. Transfer your semester fee and check if the payment has been received



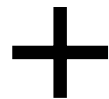
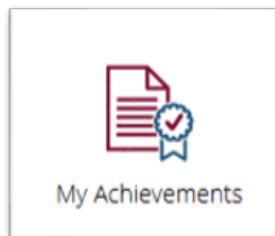


# DURING THE SEMESTER

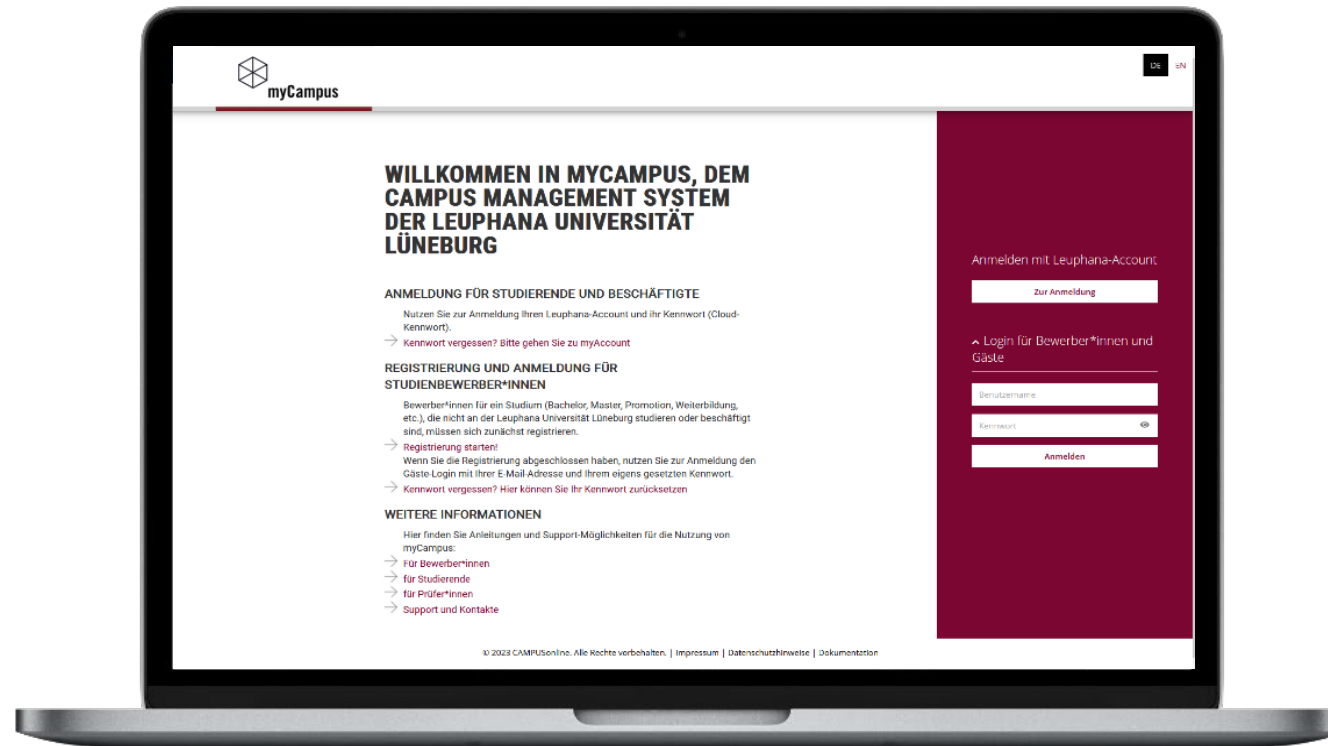
1. Registration for assessments and deregistration from assessments



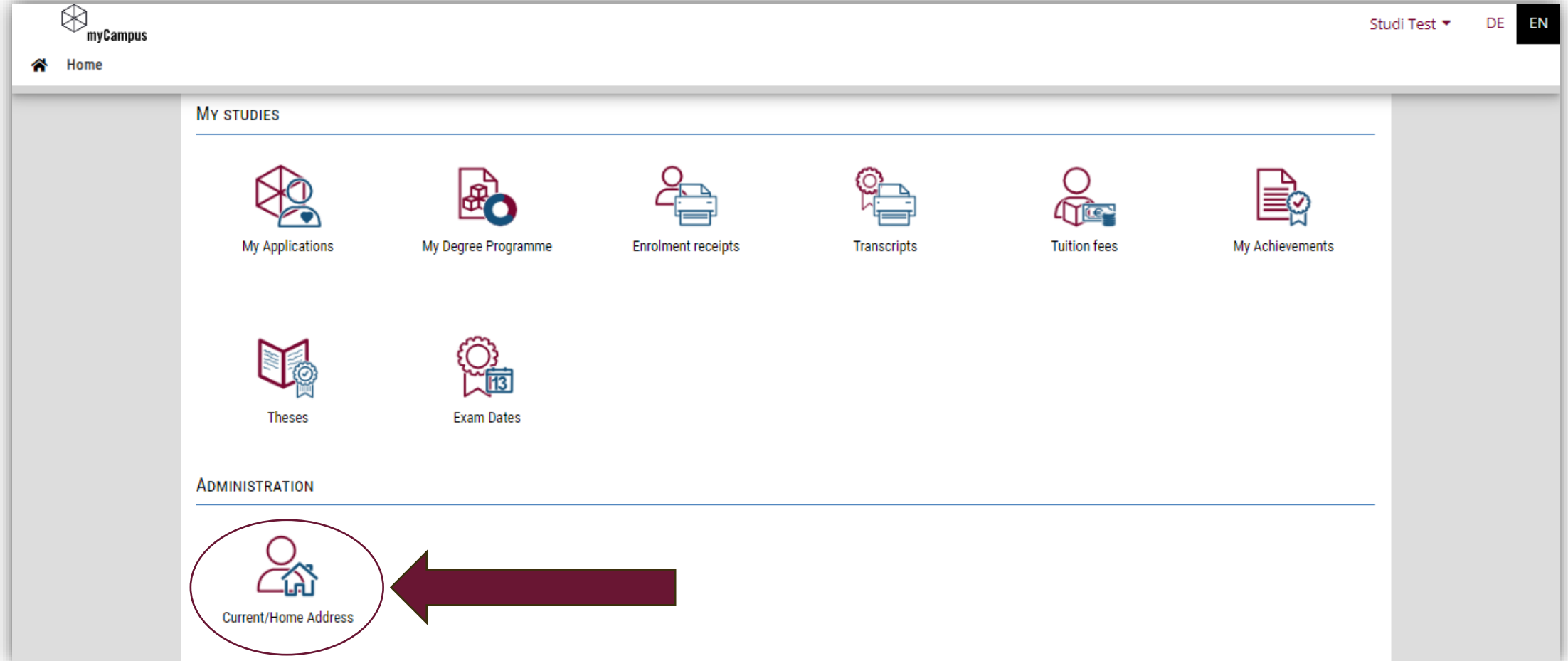
2. View your grades




# LIVE DEMONSTRATION




# CHANGE YOUR ADDRESS AND PHONE NUMBER



# CHANGE YOUR ADDRESS AND PHONE NUMBER



 myCampus

Studi Test ▾ DE EN

 Current/Home Address / Test, Studi

Leuphana University of Lüneburg (especially the ) needs these address details to send you important information. Please make sure that your address details are complete and up to date.

Correspondence address (semester address)	Home address
Mail delivery c/o -	Mail delivery c/o -
Street and number Universitätsallee 1	Street and number Universitätsallee 1
Postal Code/City 21335 Lüneburg (Lüneburg)	Postal Code/City 21335 Lüneburg (Lüneburg)
Country/State Germany	Country/State Germany
federal state Niedersachsen	federal state Niedersachsen
Mobile phone number, e.g. +4911122333444 -	Mobile phone number, e.g. +4911122333444 -
Email address studi.test@stud.leuphana.de	
Confirmed email address -	
Temporary email studi.test@stud.leuphana.de	



# CHANGE YOUR ADDRESS AND PHONE NUMBER

Here you can update your correspondence and home address. The addresses can be identical or different.

If you would like to add or edit your phone number for your Leuphana-Account reactivation or password reset, please make sure it is entered according to the given format +[country code][your phone number].

Click on „Save and Close“ to finish.

Edit address

Correspondence address (semester address)

Mail delivery c/o

Street and number

Universitätsallee 1

Postal Code/City

21335 Lüneburg

Country/State

Germany

federal state

Niedersachsen

Mobile phone number, e.g. +4911122333444

Email address

studi.test@stud.leuphana.de

Confirmed email address

-

Temporary email

studi.test@stud.leuphana.de

Home address

Mail delivery c/o

Street and number

Universitätsallee 1

Postal Code/City

21335 Lüneburg

Country/State

Germany

federal state

Niedersachsen

Mobile phone number, e.g. +4911122333444

Save and Close

Cancel/Close

# CHANGE YOUR PRIVATE EMAIL ADDRESS

The screenshot shows the myCampus interface for a student named 'Studi Test'. The page title is 'Business card/Workplace'. In the top left, there is a dropdown menu labeled 'Operation' with an 'Edit' button highlighted by a red circle and a red arrow pointing to it. The text '2. Edit your business card' is next to this arrow. In the top right, the user's name 'Studi Test' is shown with a red circle around it and a red arrow pointing to a dropdown menu. This menu has an 'ACCOUNT' section with 'Business card' highlighted by a red circle. The text '1. Open your business card' is next to this arrow. The main content area shows the user's email as 'studi.test@stud.leuphana.de' and a placeholder for a picture with the text 'Your picture could be displayed here' and '(Anzeige unterdrückt)'.

myCampus

Business card/Workplace

Operation ▴

Select ( Detail view ) ▾

Edit

Studi Test ▴ DE EN

ACCOUNT

Business card

Personal settings

Logout

Test, Studi

Email studi.test@stud.leuphana.de

Homepage -

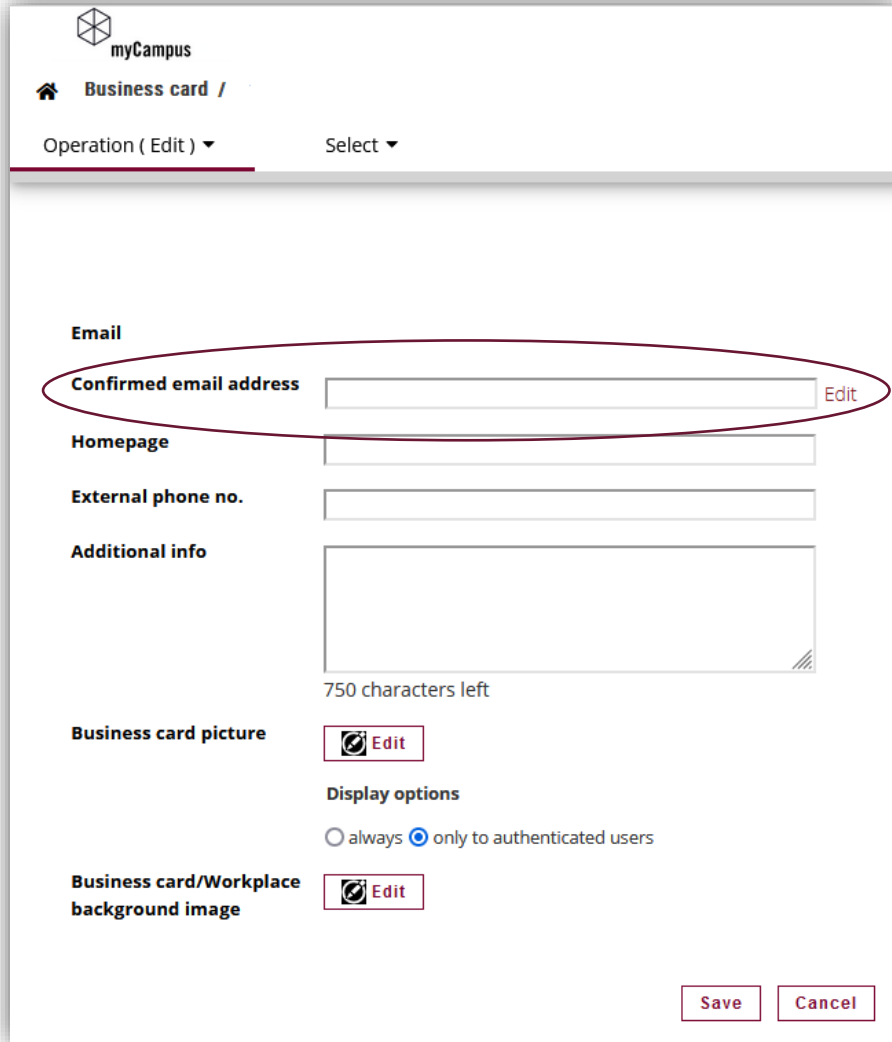
Your picture could be displayed here

( Anzeige unterdrückt )

1. Open your business card

2. Edit your business card

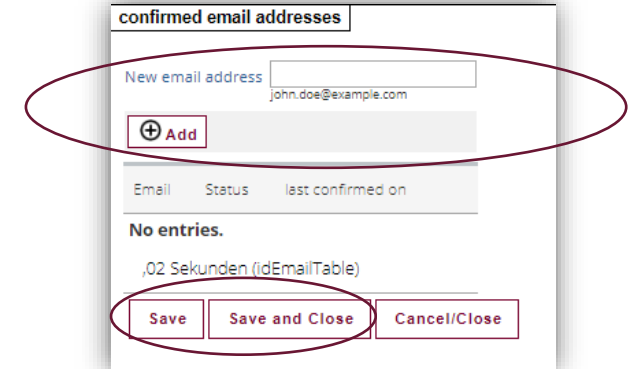
# CHANGE YOUR PRIVATE EMAIL ADDRESS



The screenshot shows the 'myCampus' interface for editing a business card. The 'Email' section is highlighted with a red oval, showing the 'Confirmed email address' field with an 'Edit' button next to it. Other fields include 'Homepage', 'External phone no.', and 'Additional info' (with a 750 character limit). At the bottom, there are 'Business card picture' and 'Business card/Workplace background image' sections, each with an 'Edit' button. 'Save' and 'Cancel' buttons are at the bottom right.

3. Edit your confirmed email address

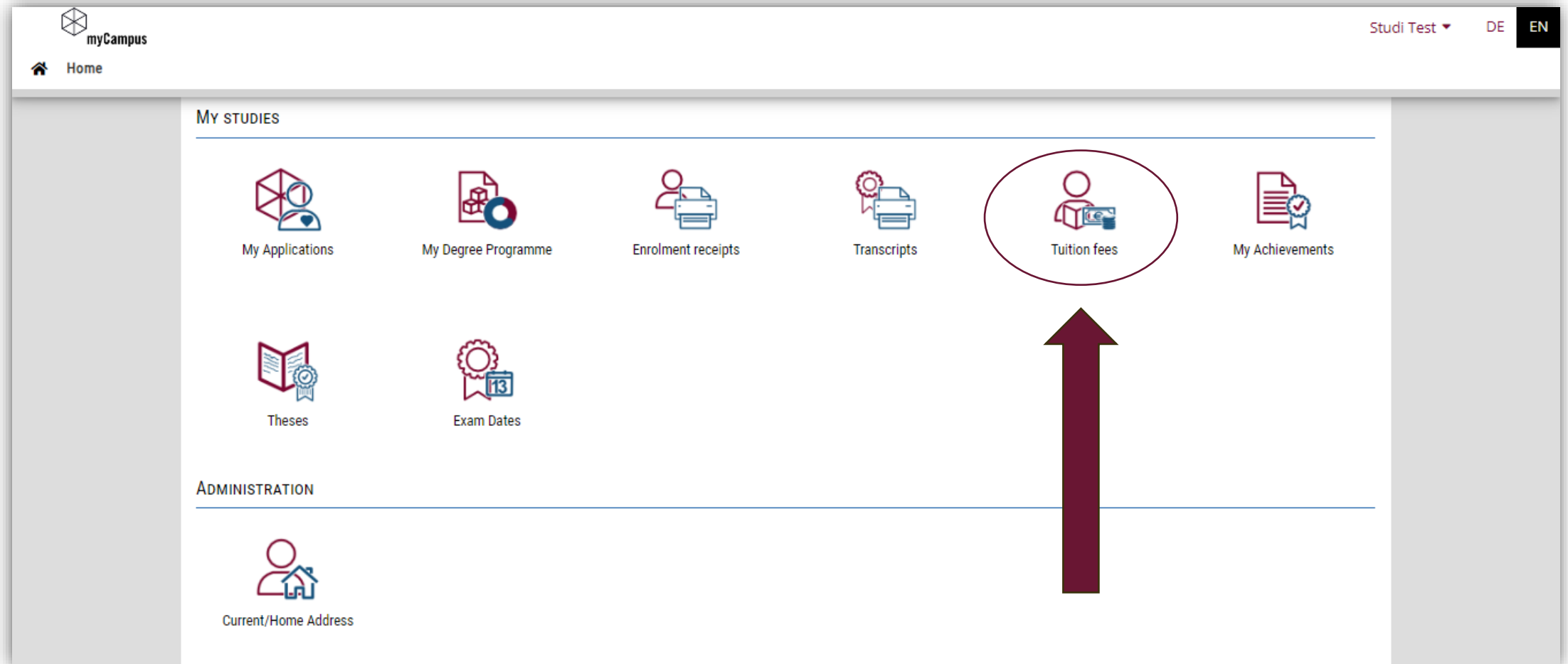
4. Add your new email address and confirm with „Save and Close“



The screenshot shows a 'confirmed email addresses' dialog box. It has a 'New email address' field with the example 'john.doe@example.com' and an 'Add' button. Below is a table with columns 'Email', 'Status', and 'last confirmed on', which is currently empty. At the bottom, there are 'Save', 'Save and Close', and 'Cancel/Close' buttons. The 'Save and Close' button is highlighted with a red oval.

5. You will get an email to verify your new email address. Your confirmed email address is used for your Leuphana-Account reactivation or password reset.

# CONTROL YOUR SEMESTER FEE PAYMENTS





# CONTROL YOUR SEMESTER FEE PAYMENTS

1. Choose a semester

3. Check if your payment has been received

**Tuition Fee Status**  
Wintersemester 2023/24

Account information for: Wintersemester 2023/24

**Invoice**

	Amount within admission deadline (€)
Student union fee	112.00
Contribution to administrative costs	75.00
Long-term tuition fees	0.00
Guest student fee	0.00
Semester ticket	101.67
Student Union Fee	28.88
Late fee	0.00
<b>Total</b>	<b>317.55</b>
Payment deadline	19.07.2023

**Bank details**

Please transfer the outstanding amount to:

Leuphana University Lüneburg

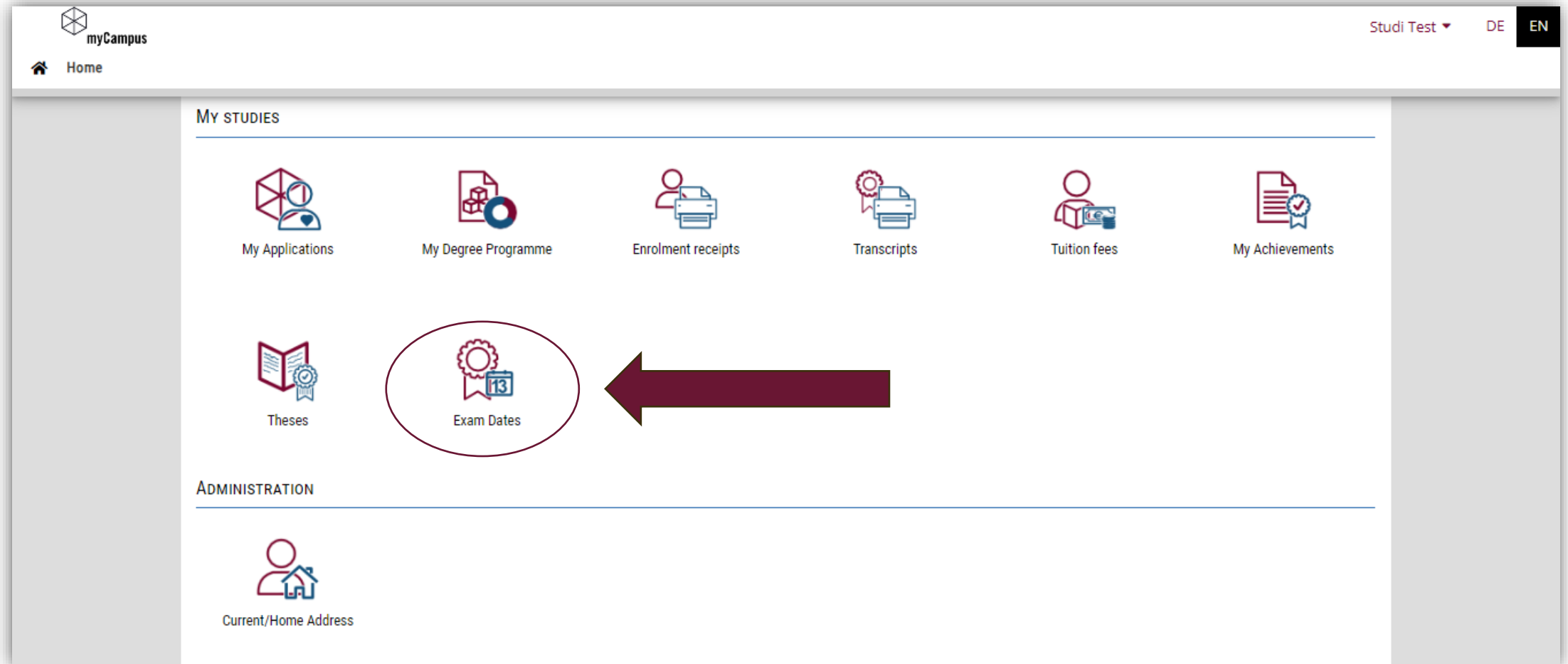
Account number 0199916917  
Bank code 25050000  
IBAN DE26250500000199916917  
BIC NOLADE2HXXX  
Purpose 0000015, Test, Studi

**Payments**

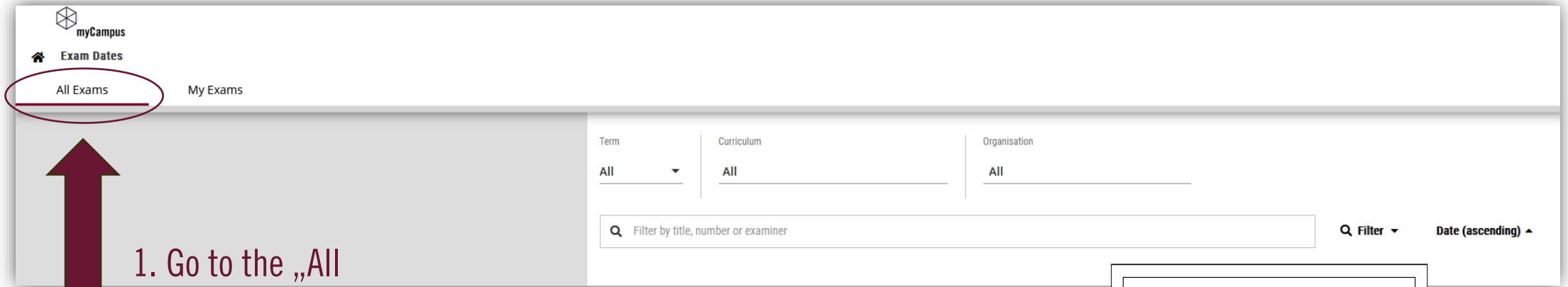
Booking date	Type of payment	Amount (€)
	<b>outstanding</b>	<b>317.55</b>

2. Transfer the total within the payment deadline to the indicated bank account by using the given purpose

# REGISTER FOR ASSESSMENTS



# REGISTER FOR ASSESSMENTS



myCampus

Exam Dates

All Exams My Exams

Term Curriculum Organisation

All All All

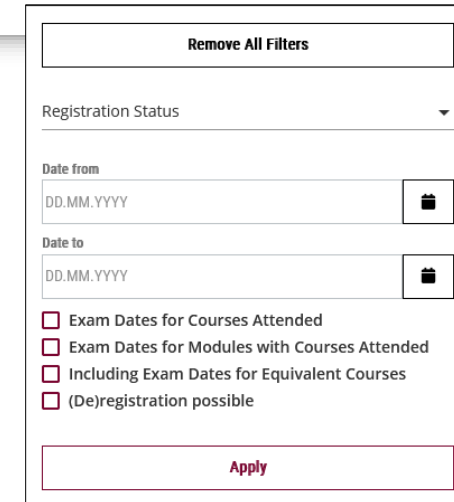
Filter by title, number or examiner

Filter Date (ascending)

1. Go to the „All Exams“ view

2. Use the filters to find the assessments you would like to register for:

- Choose the current term and your curriculum
- In case of Complementary Studies modules, choose the organisation „KSGS“
- Moreover you can filter by title, examiner, date, etc.



Remove All Filters

Registration Status

Date from

DD.MM.YYYY

Date to

DD.MM.YYYY

☐ Exam Dates for Courses Attended

☐ Exam Dates for Modules with Courses Attended

☐ Including Exam Dates for Equivalent Courses

☐ (De)registration possible

Apply

# REGISTER FOR ASSESSMENTS

Term: 2023 S | Curriculum: All | Organisation: All

Search: method-oriented approaches to inter- and transdisciplinary science

Filter (1) | Date (ascending)

Selected Filters: (De)registration possible

exams with 1 exam dates (filtered by "method-oriented approaches to inter- and transdisciplinary science")

**MODULE EXAMINATION**

R5649574 **Method-oriented approaches to inter- and transdisciplinary science** - Schulung Test 2023 S

**29 SEP 2023** 00:00 Details see note(s)

**Registration period** 01.04.2023, 00:00 - 28.09.2023, 23:55

**Deregistration until** 28.09.2023, 23:55

**Currently registered** 1 (max. 9999)

**Examiner:** Test, Prüfer\*in

Dies ist ein Test für Schulungszwecke

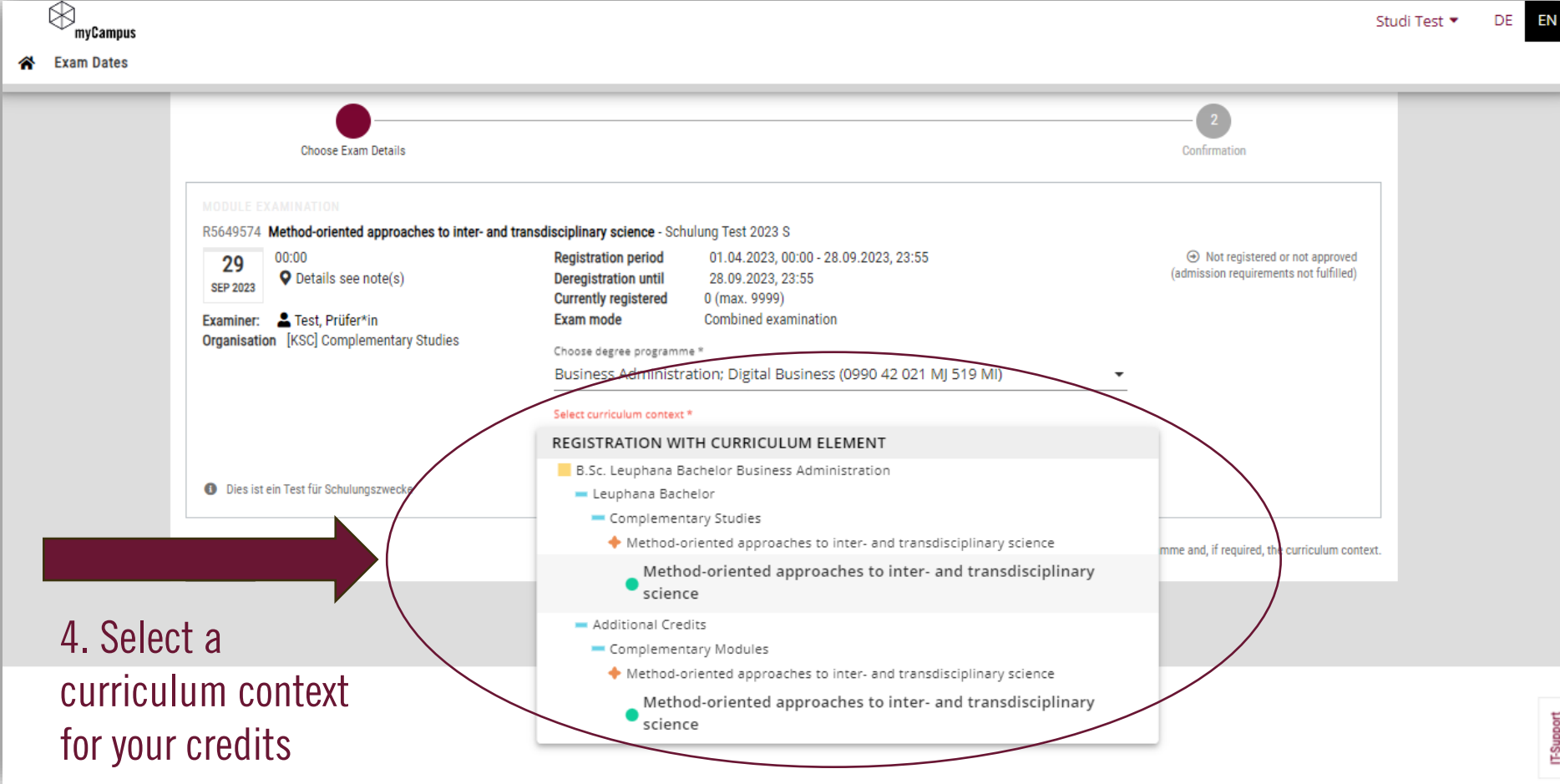
3. Register within the registration period

ⓘ Not registered or not approved (admission requirements not fulfilled)

**Go to exam registration**

Entries per page: 20 | 1 - 1 from 1

# REGISTER FOR ASSESSMENTS



myCampus

Exam Dates

Studi Test ▾ DE EN

Choose Exam Details

2 Confirmation

MODULE EXAMINATION

R5649574 Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S

29 SEP 2023 00:00 Details see note(s)

Registration period 01.04.2023, 00:00 - 28.09.2023, 23:55

Deregistration until 28.09.2023, 23:55

Currently registered 0 (max. 9999)

Exam mode Combined examination

Examiner: Test, Prüfer\*in

Organisation [KSC] Complementary Studies

Choose degree programme \*

Business Administration; Digital Business (0990 42 021 MJ 519 MI)

Select curriculum context \*

REGISTRATION WITH CURRICULUM ELEMENT

- ☐ B.Sc. Leuphana Bachelor Business Administration
  - ☐ Leuphana Bachelor
    - ☐ Complementary Studies
      - ☒ Method-oriented approaches to inter- and transdisciplinary science
- ☐ Additional Credits
  - ☐ Complementary Modules
    - ☒ Method-oriented approaches to inter- and transdisciplinary science

Not registered or not approved (admission requirements not fulfilled)

Dies ist ein Test für Schulungszwecke

mmme and, if required, the curriculum context.

IT-Support

4. Select a curriculum context for your credits

# REGISTER FOR ASSESSMENTS

myCampus

Exam Dates

Studi Test ▾ DE EN

1 Choose Exam Details 2 Confirmation

MODULE EXAMINATION

R5649574 **Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S**

**29** 00:00  
SEP 2023 Details see note(s)

**Registration period** 01.04.2023, 00:00 - 28.09.2023, 23:55  
**Deregistration until** 28.09.2023, 23:55  
**Currently registered** 0 (max. 9999)  
**Exam mode** Combined examination

⊕ Not registered or not approved (admission requirements not fulfilled)

**Examiner:** Test, Prüfer\*in  
**Organisation** [KSC] Complementary Studies

Choose degree programme \*  
Business Administration; Digital Business (0990 42 021 MJ 519 MI) ▾

Select curriculum context \*  
Method-oriented approaches to inter- and transdisciplinary science ▾

ⓘ Dies ist ein Test für Schulungszwecke

Back Register

5. Confirm your  
registration

# REGISTER FOR ASSESSMENTS

The screenshot shows the myCampus interface for exam registration. At the top, there's a progress bar with two steps: 'Choose Exam Details' (active) and 'Confirmation'. A green checkmark message states: 'You have been successfully registered! You are admitted to the exam.' Below this, the 'MODULE EXAMINATION' section displays details for 'R5649574 Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S'. The exam is scheduled for 29 SEP 2023 at 00:00. The registration period is from 01.04.2023 to 28.09.2023. The exam mode is 'Combined examination'. The curriculum context shows a path from 'B.Sc. Leuphana Bachelor Business Administration' to 'Method-oriented approaches to inter- and transdisciplinary science'. A large red arrow points from the exam details to the 'Go to My Exams' button, which is circled in red. The text '6. Check your registrations in the „My Exams“ view' is written next to the arrow.

myCampus

Exam Dates

Studi Test ▾ DE EN

Choose Exam Details Confirmation

✓ You have been successfully registered! You are admitted to the exam.

MODULE EXAMINATION

R5649574 Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S

29 SEP 2023 00:00 Details see note(s)

Examiner: Test, Prüfer\*in

Organisation [KSC] Complementary Studies

Registration period 01.04.2023, 00:00 - 28.09.2023, 23:55

Deregistration until 28.09.2023, 23:55

Currently registered 1 (max. 9999)

Exam mode Combined examination

Degree programme Business Administration; Digital Business (0990 42 021 MJ 519 MI)

Curriculum Context

✓ B.Sc. Leuphana Bachelor Business Administration / [...] /

Method-oriented approaches to inter- and transdisciplinary science

/

Method-oriented approaches to inter- and transdisciplinary science

Approved

Dies ist ein Test für Schulungszwecke

Go to My Exams Go to All Exams

6. Check your registrations in the „My Exams“ view

# DEREGISTER FROM ASSESSMENTS

1. Go to the „My Exams“ view

The screenshot shows the myCampus interface. In the top navigation bar, the 'My Exams' link is circled in red, with a red arrow pointing to it from the text '1. Go to the „My Exams“ view'. Below the navigation bar, the 'My Exams' section is visible. It contains a table of exams. The first exam is 'R5649574 Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S'. The exam details are shown in a grid. The 'Deregistration until' date is circled in red. The 'Go to exam deregistration' button is circled in red, with a red arrow pointing to it from the text '2. Deregister before the deregistration deadline'.

MODULE EXAMINATION	
R5649574	Method-oriented approaches to inter- and transdisciplinary science - Schulung Test 2023 S
29 SEP 2023	00:00 Details see note(s)
Examiner: Test, Prüfer*in	Registration period 01.04.2023, 00:00 - 28.09.2023, 23:55
Organisation [KSC] Complementary Studies	Deregistration until 28.09.2023, 23:55
	Currently registered 1 (max. 9999)
	Exam mode Combined examination
	Degree programme Business Administration; Digital Business (0990 42 021 MJ 519 MI)
	Curriculum Context B.Sc. Leuphana Bachelor Business Administration / [...] /
	Method-oriented approaches to inter- and transdisciplinary science
	Method-oriented approaches to inter- and transdisciplinary science

Dies ist ein Test für Schulungszwecke

2. Deregister before the deregistration deadline



# DEREGISTER FROM ASSESSMENTS

myCampus

Studi Test ▾ DE EN

Exam Dates

Confirm Deregistration

2 Confirmation

MODULPRÜFUNG

R5649574 **Methodenorientierte Zugänge zu inter- und transdisziplinären Wissenschaften** - Schulung Test 2023 S

**30**  
SEP 2023

00:00  
Details see note(s)

**Prüfer\*in:** Test, Prüfer\*in  
**Organisation** [KSC] Komplementärstudium

**Registration period** 01.04.2023, 00:00 - 29.09.2023, 23:55  
**Deregistration until** 29.09.2023, 23:55  
**Currently registered** 1 (max. 9999)  
**Exam mode** Kombinierte wissenschaftliche Arbeit  
**Degree programme** Betriebswirtschaftslehre; Digital Business (0990 42 021 MJ 519 MI)  
**Curriculum Context** **✓** B.Sc. Leuphana Bachelor Business Administration / [...] /  
Method-oriented approaches to inter- and transdisciplinary science  
Method-oriented approaches to inter- and transdisciplinary science

Approved

Dies ist ein Test für Schulungszwecke


Back


**✕ Deregister**

5. Confirm your deregistration

IT-Support


# MY DEGREE PROGRAMME


 myCampus


 Home


Studi Test ▾ DE EN


MY STUDIES


  
My Applications


  
My Degree Programme

  
Enrolment receipts


  
Transcripts


  
Tuition fees

  
My Achievements

  
Theses

ADMINISTRATION

  
Current/Home Address



# MY DEGREE PROGRAMME

myCampus

Studi Test DE EN

My degree programme / B.Sc. Leuphana Bachelor Business Administration [BS Leu BWL], Bachelor of Science

B.Sc. Leuphana Bachelor Business Administration

My progress of studies

MY CURRENT STATUS

0/180 ECTS achieved

Registration possible 2023 S

Tuition fee 2023 S 321,30 €

ECTS in academic year 0

Temporary average grade

SCHEDULE

Semester plan

Modules

Exams

ACTIVITY

Course Registrations 2023 S 0

Exam Registrations 1

Filter

The following elements can be shown via the Einstellungen settings: Inactive or not selected elements

Elements currently not valid

Elements from the extended curriculum

Leuphana Bachelor BS Leu BWLE

Grade

0/75 ECTS

Additional Credits 70#ZL\_LP/LA

0 ECTS

ITS Support

Navigate through your curriculum

Overview  
about your  
study status

# MY DEGREE PROGRAMME

myCampus

Studi Test DE EN

My degree programme / Major Business Administration [021/2019], Bachelor of Science

B.Sc. Leuphana Bachelor Business Administration [BS Leu BWL], Bachelor of Science

Major Business Administration [021/2019], Bachelor of Science

Minor Digital Business [519/2018], Abschluss unbekannt

Major Business Administration

Mandatory Modules Major Business Administration

Focus Studies Major Business Administration

Ancillary Studies Major Business Administration

Registration possible 2023 S

Tuition fee 2023 S 321,30 €

ECTS achieved 0/75

ECTS in academic year 0

Temporary average grade

SCHEDULE

Semester plan

Modules

Exams

ACTIVITY

Course Registrations 2023 S 0

Exam Registrations 0

The following elements can be shown via the Einstellungen settings: Inactive or not selected elements

Elements currently not valid Elements from the extended curriculum

Filter

Mandatory Modules Major Business Administration PF Ma BWL

Grade 0/40 ECTS

Focus Studies Major Business Administration VS Ma BWL

Grade 0/25 ECTS





Ancillary Studies Major Business Administration EB Ma BWL

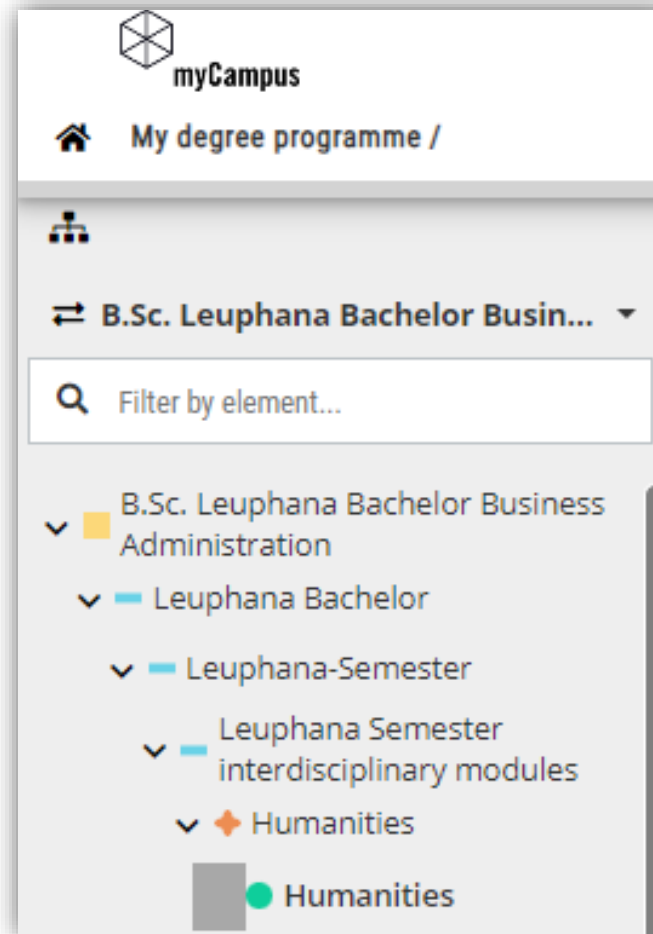
Grade 0/10 ECTS

1. Choose a study plan, if applicable

# MY DEGREE PROGRAMME

Your curriculum has four different levels:

-  **Degree programme**  
All parts of a degree programme are grouped under this element.
-  **Module**  
A self-contained subject area coordinated thematically and time-wise.
-  **Grouping element**  
Combines parts of a degree programme to a unit.
-  **Exam**  
(Courses) that require taking exams.



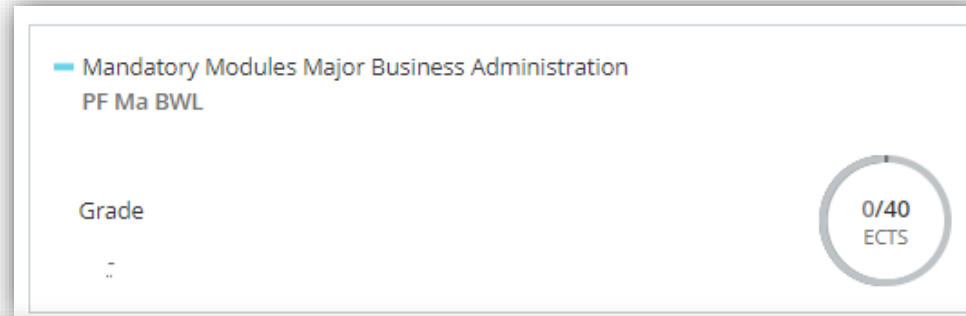
Filter by name or number of a module or use the arrows to expand and collapse the content.

Click on an element of your curriculum to open it and see your grades and credit points, if completed.

On the level of an exam / assessment, you can see the available assessment dates for (de-)registration.

# MY DEGREE PROGRAMME

CP and average grade of the cluster “Mandatory modules Major Business Administration”



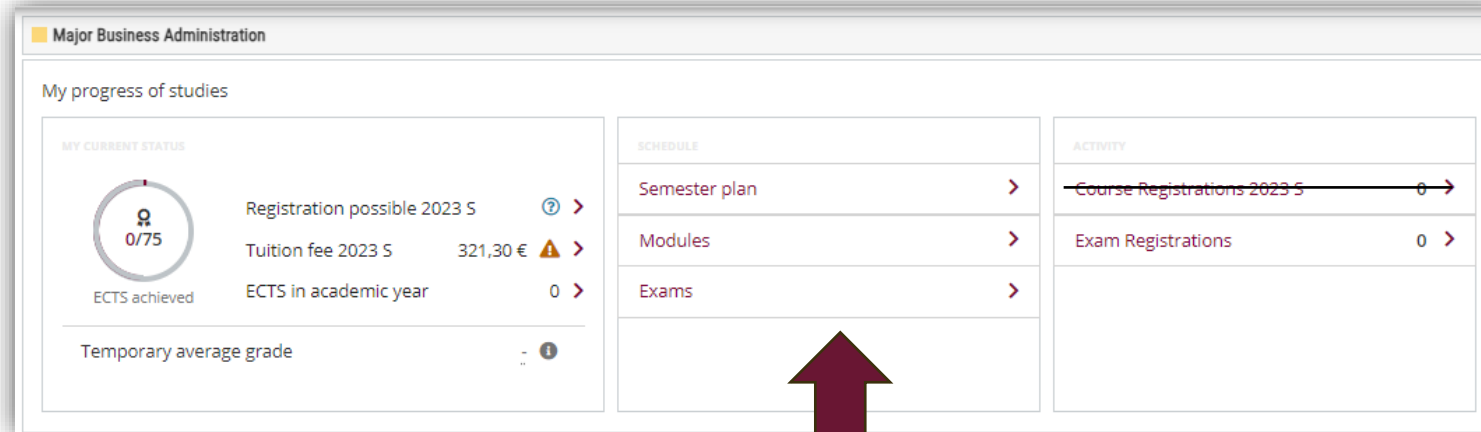
<p>[...] / [PF Ma BWL] Mandatory Modules Major Business Administration (...)</p> <p>◆ Finance 36114000_LP</p> <p>Grade ..</p> <p>0/5 ECTS</p>	<p>[...] / [PF Ma BWL] Mandatory Modules Major Business Administration (...)</p> <p>◆ Finance I 33209000_LP</p> <p>Grade ..</p> <p>0/5 ECTS</p>
<p>[...] / [PF Ma BWL] Mandatory Modules Major Business Administration (...)</p> <p>◆ Financial Accounting 33150000_LP</p> <p>Grade ..</p> <p>0/5 ECTS</p>	<p>[...] / [PF Ma BWL] Mandatory Modules Major Business Administration (...)</p> <p>◆ Financial Accounting I 33144000_LP</p> <p>Grade ..</p> <p>0/5 ECTS</p>



CP and average grade for each module of the cluster “Mandatory modules Major Business Administration”

# MY DEGREE PROGRAMME

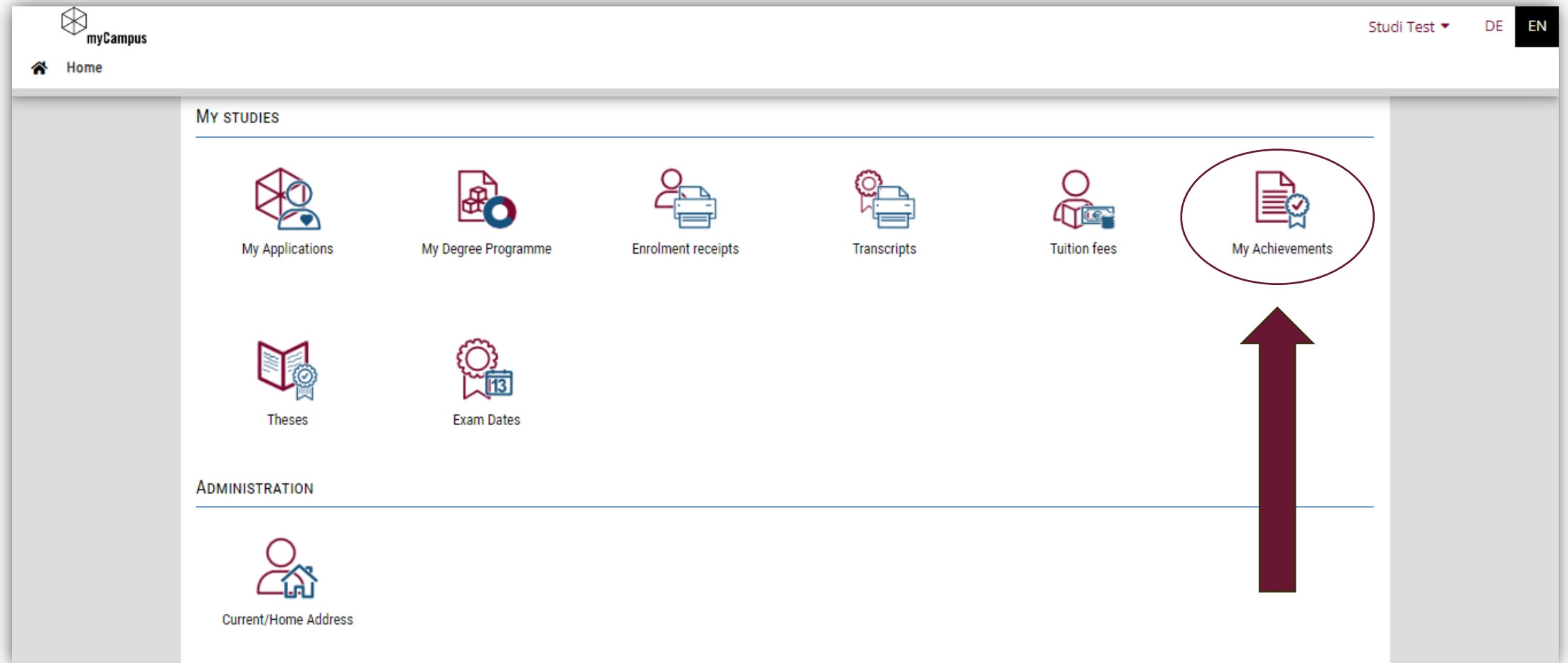
CP and average grade of the chosen study plan & link to the application “Tuition Fees”



Link to the application “Exam Dates” and number of current assessment registrations


For the organisation of your studies

# VIEW YOUR GRADES






# VIEW YOUR GRADES

 myCampus



Studi Test ▾ DE EN

 My achievements

Your thesis appears here when you are registered

Filter (2) ▾ Date (descending) ▾

Selected Filters: Valid Achievement ✕ In Progress ✕

Grade -	<div>FINAL THESIS</div> <div><b>My Bachelor's Thesis</b></div> <div>12 ECTS Credits  </div> <div>Business Administration; Digital Business</div>	 In Progress	>
Grade <b>2,0</b>	<div>EXAM</div> <div><b>A00001149 Business Administration: Introduction to the Subject Area</b></div> <div>5 ECTS Credits   24.08.2023</div> <div>Business Administration; Digital Business</div>	 Valid Achievement	>

Click on the arrows for more details

# DOWNLOAD DOCUMENTS

The screenshot displays the myCampus student portal. At the top left is the myCampus logo and a 'Home' link. At the top right are links for 'Studi Test', 'DE', and 'EN'. The main content area is divided into two sections: 'MY STUDIES' and 'ADMINISTRATION'. The 'MY STUDIES' section contains six icons: 'My Applications', 'My Degree Programme', 'Enrolment receipts', 'Transcripts', 'Tuition fees', and 'My Achievements'. The 'Enrolment receipts' and 'Transcripts' icons are circled in red. A large red arrow points from the text 'Download Transcripts and enrolment certificates' to this red circle. The 'ADMINISTRATION' section contains one icon: 'Current/Home Address'.

myCampus

Home

Studi Test ▾ DE EN

MY STUDIES

My Applications My Degree Programme Enrolment receipts Transcripts Tuition fees My Achievements

Theses

ADMINISTRATION

Current/Home Address

Download Transcripts and enrolment certificates

# DOWNLOAD ENROLMENT RECEIPTS

myCampus

Documents / Leuphana University of Lüneburg

Studi Test ▾ DE EN

Name	Semester	Language	Operation
Certificate of Enrolment	1. Wintersemester 2023/24 ▾	2. English ▾	3. <a href="#">Print</a>
Certificate of Progress of Studies			<a href="#">Print</a>


Subject Preparation date First printed by the student on Study ID Created by Operat

No entries.

,01 Sekunden (coTable73526596)

Choose a semester and language before  
you print your enrolment certificate  
(maybe deactivate your pop-up blocker)

# DOWNLOAD TRANSCRIPTS

 myCampus

Studi Test ▾ DE EN

Transcripts / Test, Studi

Cancel/Close

**Transcript / Certificate**

Study ID	Study programme	ToR BE and NB (transcript)	ToR only BE (certificate)	ToR with BE, NB and AN (performance record)
0990 42 021 MJ	021/2019 Betriebswirtschaftslehre			
0990 42 021 MJ 519 MI	BS Leu BWL Betriebswirtschaftslehre; Digital Business			
0990 42 519 MI	519/2018 Digital Business			

Choose a study plan and transcript for printout

←


**all exams**


No.	Sem.	ID of Programme	Type	Title	Topic	Topic (English)	Grade	Hrs.	ECTS credits	Date	Ident. code	Examiner	Recognised	Latest valid	Exam type	Exam mode	Attempt (course)	Valid attempts (acc. to SPO)	Valid + in-progress Attempts (acc. to SPO)	Note	Minus points
A00001149	23S	0990 42 021 MJ 519 MI	FA	Business Administration: Introduction to the Subject Area			2,0	0,00	5,00	24.08.2023	88053	P. Test (P)	N	J	AN		1	0	0		
R5649574	23S	0990 42 021 MJ 519 MI	FA	Method-oriented approaches to inter- and transdisciplinary science				1,00	5,00	30.09.2023	88788	P. Test (P)	N		M KA		1		1		X

IT-Support

Black colour = completed, orange colour = registered/assessment taken, but grade not published, yet


# DOWNLOAD DOCUMENTS


 myCampus


 Home


Studi Test ▾ DE **EN**


MY STUDIES


 My Applications


 My Degree Programme

 Enrolment receipts

 Transcripts


 Tuition fees

 My Achievements

 Theses

Hand in your thesis digitally by following the guideline in the application under "Title" > "Operations" > "Edit"

ADMINISTRATION

 Current/Home Address

# QUESTIONS OR PROBLEMS?

- Instructions and FAQ
  - <https://anleitungen-mycampus.leuphana.de>
- Support
  - [mycampus@leuphana.de](mailto:mycampus@leuphana.de)

## Instructions and FAQ

The MIZ places instructions and answers to frequently asked questions online at your disposal. We have also compiled a list of contact persons for you.



## Technical support

Is technical support needed? Just send an email to [mycampus@leuphana.de](mailto:mycampus@leuphana.de). Please describe the problem in detail, attach screenshots and indicate the browser and end device used in order to make it easier for us to help. As students, please also state your first and last name, your matriculation number and your degree programme.



IT-Support

# A WARM WELCOME ALSO FROM THE MEDIA AND INFORMATION CENTRE CHECK OUT THE FOLLOWING WEBSITES

- Support for Students
  - <https://www.leuphana.de/en/services/miz/service-and-support/tutors-room.html>
- The MIZ Services – Information for First-Semester Students
  - <https://www.leuphana.de/en/services/miz/information-for/first-semester-students.html>



# WELCOME AT LEUPHANA GRADUATE SCHOOL COMPLEMENTARY STUDIES | DOCTORAL TRACK

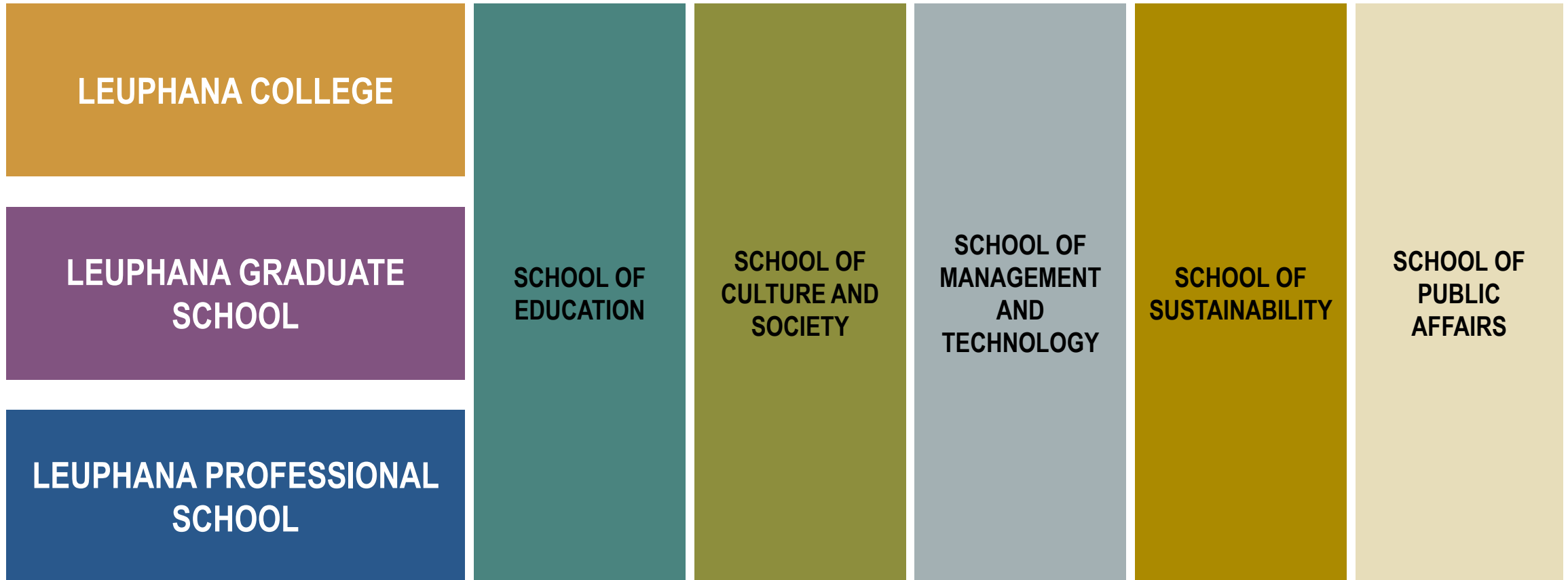
Graduate School Opening Days 2023

→ Prof. Dr. Markus Reihlen





# LEUPHANA UNIVERSITY – A UNIVERSITY FOR CIVIL SOCIETY



# LEUPHANA GRADUATE SCHOOL – BRINGING MASTER'S AND PHD TOGETHER

**LEUPHANA MASTER**

➤ **18 Programmes**

**Doctoral  
Track**

**LEUPHANA PHD**

➤ **22 Programmes**

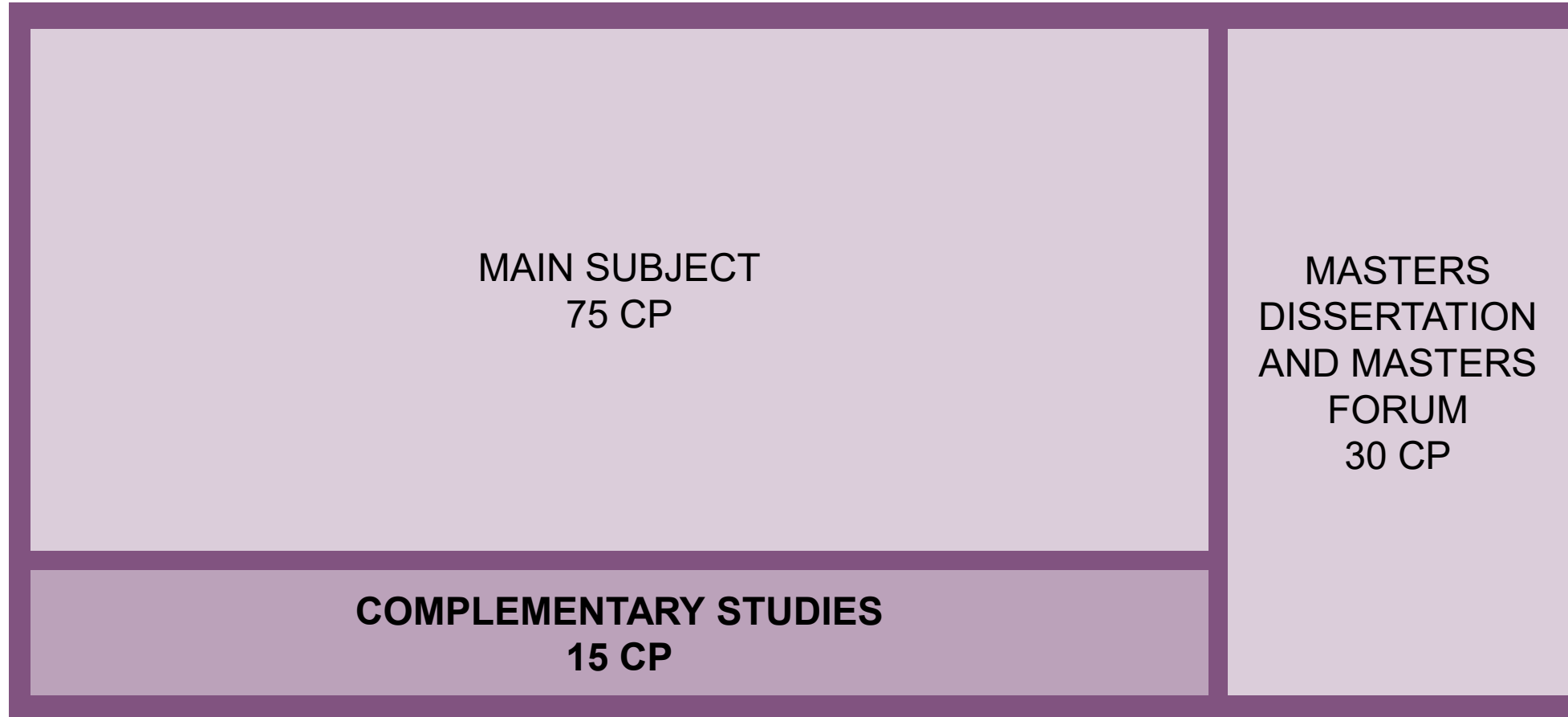
**IN 6 THEMATIC CLUSTERS:**

Cultural Studies  
Governance and Law  
Management  
Psychology  
Sustainability  
Teacher Education

**AT 5 RESEARCH SCHOOLS (FACULTIES)**



# STRUCTURE OF OUR MASTERS PROGRAMMES AT LEUPHANA GRADUATE SCHOOL



\*Joint and double degree programmes may have a different study structure.



# OUR MASTERS PROGRAMMES – YOUR POTENTIAL FELLOW STUDENTS

## GOVERNANCE AND LAW

- International Economic Law (LL.M.), Double Degree\*
- International Law of Global Security, Peace and Development (LL.M.), Joint Degree\*
- Rechtswissenschaft (LL.M. / Staatsexamen)
- Staatswissenschaften – PELP (M.A.)\*

## KULTURWISSENSCHAFTEN // CULTURAL STUDIES

- Culture and Organization (M.A.)\*
- Kritik der Gegenwart – Künste, Theorie, Geschichte (M.A.)
- Medien und Digitale Kulturen (M.A.)

## LEHRKRÄFTEBILDUNG // TEACHER EDUCATION

- Lehramt berufsb. Schulen – Sozialpädagogik (M.Ed.)
- Lehramt berufsb. Schulen – Wirtschaftswissensch. (M.Ed.)
- Lehramt an Grundschulen (M.Ed.)
- Lehramt an Haupt- und Realschulen (M.Ed.)

## MANAGEMENT

- Management & Data Science (M.Sc.)\*
- Management & Engineering (M.Sc.)
- Management & Entrepreneurship (M.Sc.)\*
- Management & Sustainable Accounting and Finance (M.Sc.)\*

## PSYCHOLOGY

- International Joint Master of Research in Work and Organizational Psychology (M.Sc.), Joint Degree\*
- Psychology & Sustainability (M.Sc.), Double Degree\*

## SUSTAINABILITY

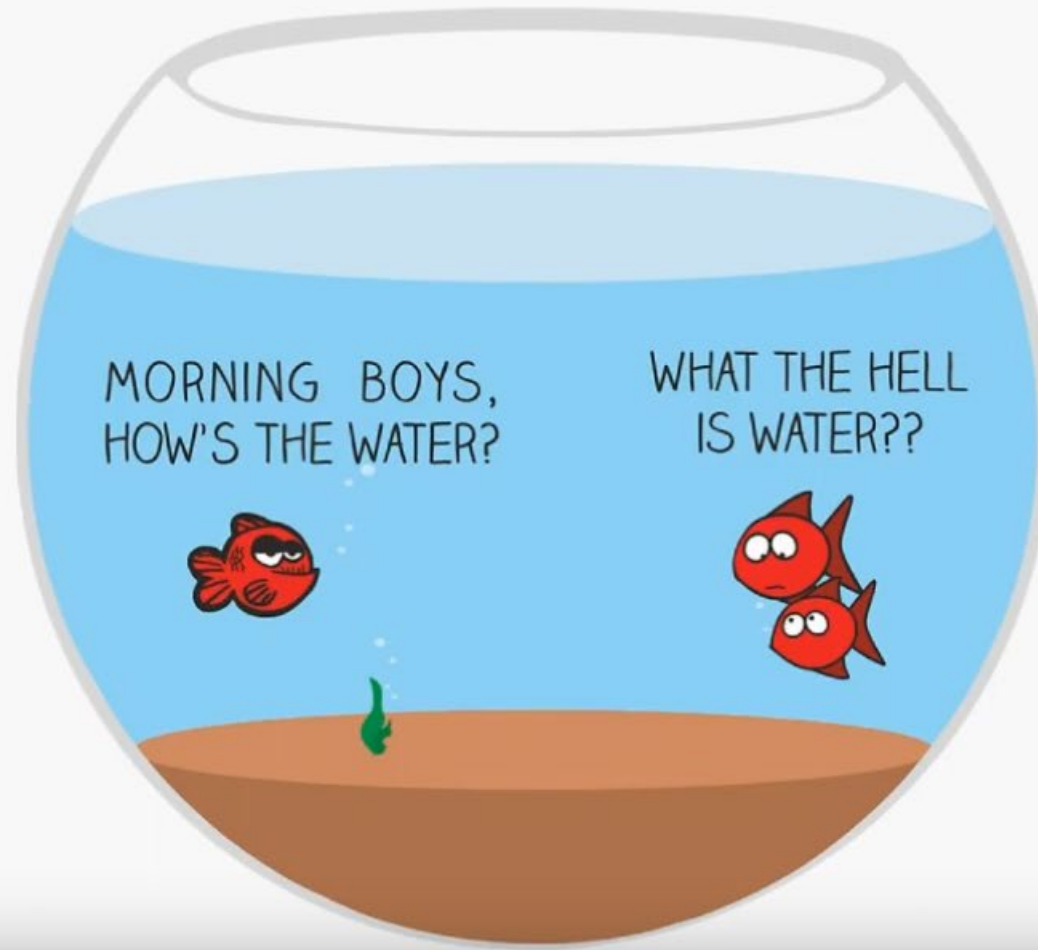
- Nachhaltigkeitswissenschaft – Sustainability Science (M.Sc.)\*

## MASTER COMPLEMENTARY STUDIES & DOCTORAL TRACK

\* Programme taught in English



# COMPLEMENTARY STUDIES – WHY COMPLEMENTARY STUDIES?



- Developing professional routines
- Developing creative concepts
- Experience collegiality and self-efficacy
- Recognising values and norms
- Try out new forms of work

Source: [https://youtu.be/vAYOI4G\\_Ts](https://youtu.be/vAYOI4G_Ts)



# COMPLEMENTARY STUDIES – WHY COMPLEMENTARY STUDIES?

Future skills you will need in your career by 2030!

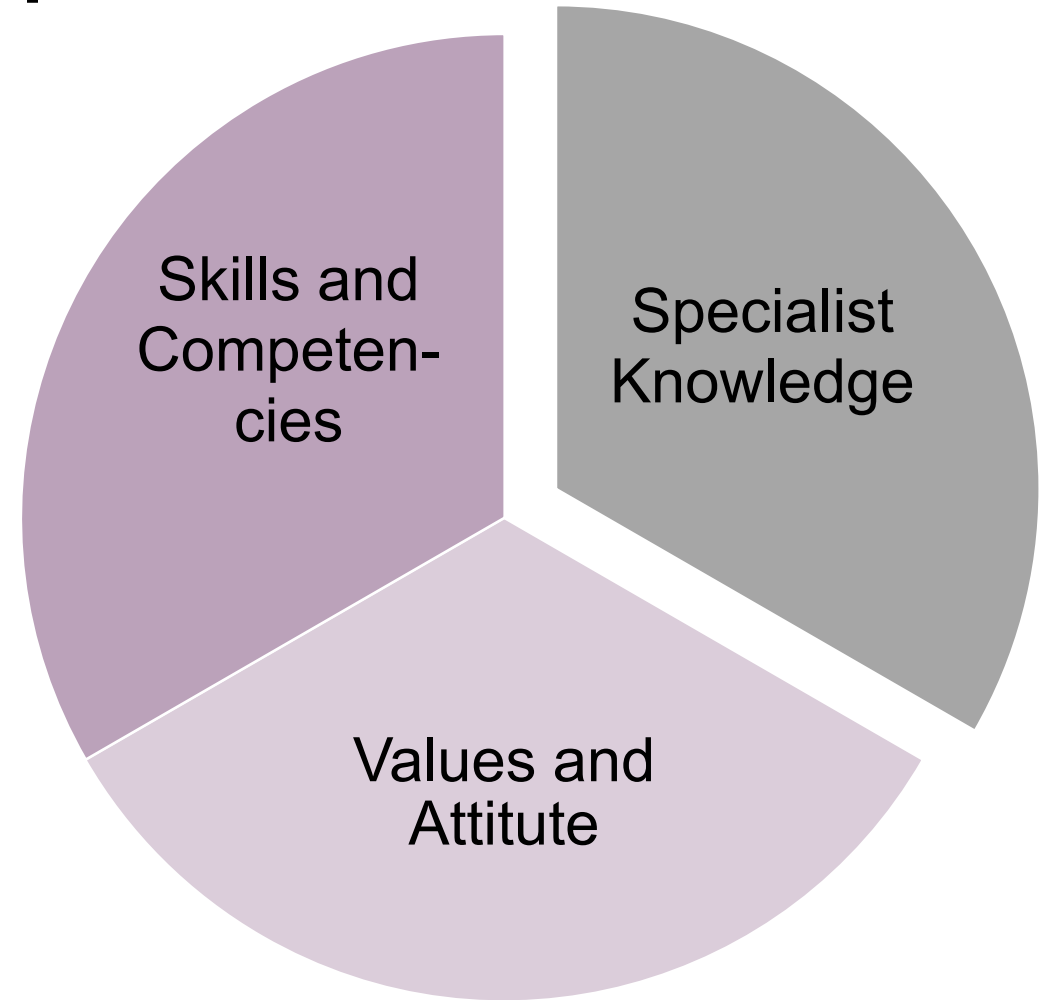
Cognitive Flexibility

Emotional and social  
intelligence

Digital literacy and  
computational thinking

Creative and innovative  
mindset

Judgement and  
decision-making



Source: <https://www.topuniversities.com/student-info/careers-advice/future-skills-youll-need-your-career-2030>



# COMPLEMENTARY STUDIES – IDEA AND STRUCTURE COMPLEMENTARY STUDIES

Semester 1:

**Engaging with Knowledge and  
Sciences**

- Up to 12 interdisciplinary seminars in each module
- All 5 research schools contribute
- Seminar groups are composed of students from 10 different master's programmes
- Experimental formats are highly welcome

Semester 2:

**Reflecting on Research Methods**

**Examples** from winter semester 2022/23:

- „Designing for Future Impact“ (M 1)
- „The Deep History of Knowledge and its Future“ (M 1)
- „Philosophy of Social Sciences“ (M 1; PhD Seminar, open for advanced masters students)
- „Sustainable Innovation Thinkaton“ (M 3)
- „Introduction to Queer Studies“ (M 3)

Semester 3:

**Connecting Science, Responsibility,  
and Society**

Website: <https://www.leuphana.de/en/graduate-school/study-concept/complementary-studies-program.html>



# COMPLEMENTARY STUDIES – ENGAGING WITH KNOWLEDGE AND SCIENCES COURSE STRUCTURE

Opening and closing session with Prof. Roberto Nigro  
in lecture week 1 and 14

+ Seminar weeks 2 – 13  
(or block seminar)



 **.Engaging with Knowledge and Sciences**

 **Roberto Nigro**

Einzeltermin | Mi, 18.10.2023, 08:15 - Mi, 18.10.2023, 09:45

Einzeltermin | Mi, 31.01.2024, 08:15 - Mi, 31.01.2024, 09:45





# COMPLEMENTARY STUDIES – ENGAGING WITH KNOWLEDGE AND SCIENCES 12 SEMINARS 1/2

- Artificial Intelligence – Understanding opportunities and limitations across disciplines / *Detlef Schwarting*
- Critical Management Studies in the Digital Age / *Stefanie Habersang*
- Cultural History of Melancholia (German seminar) / *Christian Voller*
- Design Science Research: Knowledge production through Organizational Intervention / *Markus Zimmer*
- Designing for Future Impact: End-User Integration, Innovation and Entrepreneurship / *Steffen Farny, Svenja Rehwinkel*
- Developing Entrepreneurial Solutions in the Context of HEYHO / *Steffen Farny, Svenja Rehwinkel*



# COMPLEMENTARY STUDIES – ENGAGING WITH KNOWLEDGE AND SCIENCES 12 SEMINARS 2/2

- Management and Organization Theories / *Elke Schüßler*
- Philosophy of Social Science (PhD seminar open for qualified Master students) / *Markus Reihlen, Dennis Schoeneborn*
- The diffusion and variation of organizational practices / *Rainer Lueg*
- Theory of Gender and Diversity Research (German seminar) / *Lillian Lommel*
- Think Mathematically, Act Algorithmically: Modelling and Control of Dynamical Systems using Linear and Nonlinear Differential Equations (open for PhD students) / *Paolo Mercorelli*
- Writing organization / *Lydia Jørgensen*



# COMPLEMENTARY STUDIES – GENDER-DIVERSITY CERTIFICATE (GDC)

Please register by sending an email including your name, student number and preferred starting module to [gdz-master@leuphana.de](mailto:gdz-master@leuphana.de). More information is available on the [website](#)!

This GDC program allows you to

- Consider equal opportunities and gender justice as contemporary topics in social and professional contexts
- Gain a basic introduction into the theories and methods of gender, diversity, and intersectionality research
- Question the norms and stereotypical attributions
- Reflect on and assess the current societal discourse and the strategies on institutionalization regarding diversity and equality
- Strengthen and expand your key qualifications in the areas equal opportunities, equality, and diversity management



# COMPLEMENTARY STUDIES – SUSTAINABLE ENTREPRENEURSHIP CERTIFICATE (L-SEC)

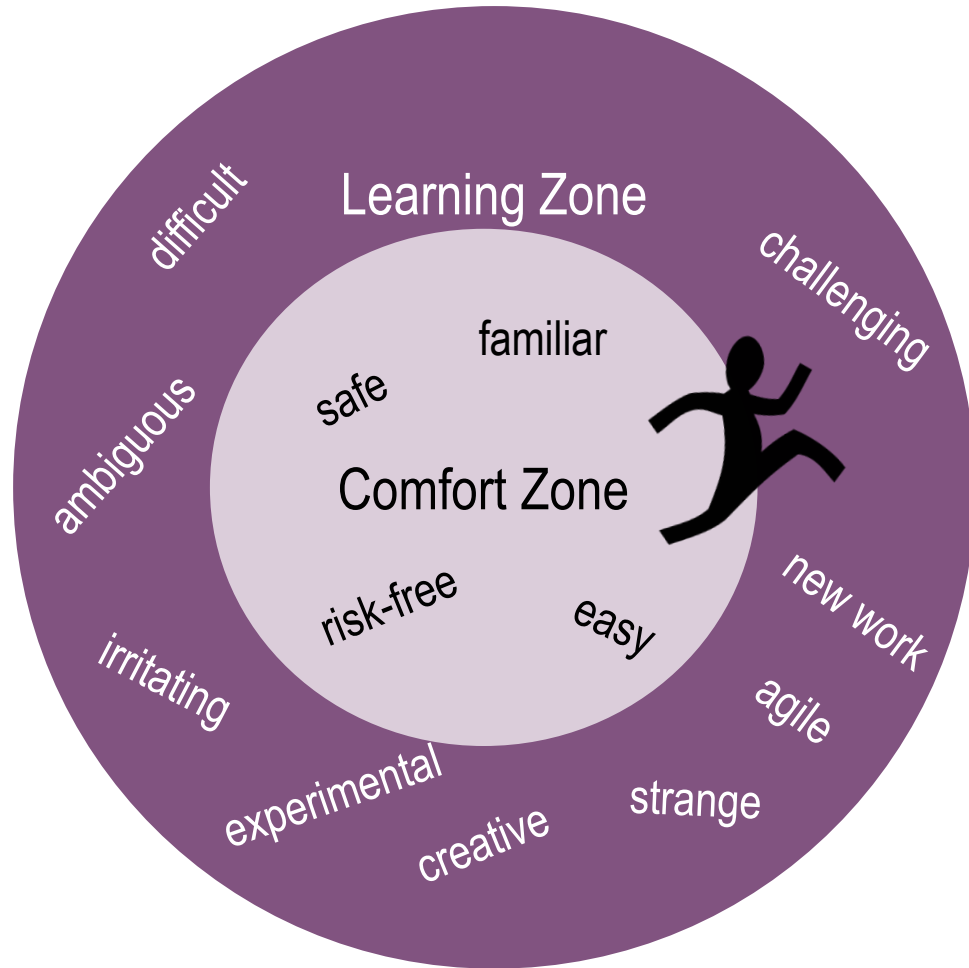
Please register by sending an email including your name, student number and preferred starting module to:  
[steffen.farny@leuphana.de](mailto:steffen.farny@leuphana.de).  
More information is available on the website!

The L-SEC program offers

- A hands-on experience to develop an entrepreneurial skill-set for tackling sustainability problems in innovative ways
- Combining experiential and reflective learning as part of your regular study program
- Gaining a basic introduction to theories and methods of sustainability & entrepreneurship research
- Acquire sustainability competencies for solving sustainability problems and fostering sustainable development
- Acquire entrepreneurial competencies for proactively identifying, developing and exploiting opportunities for new solutions
- Acquire emotional competencies for recognizing, interpreting and constructively responding to your own and other people's experiences



# COMPLEMENTARY STUDIES – GET OUT OF YOUR COMFORT ZONE!



Take and get the best out of your studies and Leuphana Graduate School is very pleased to support you in this!

- take responsibility
- gain skills that suit you and help you in your professional – and also private – life
- gain self-awareness and team experience
- think outside the box
- become a problem-solver - in business and research



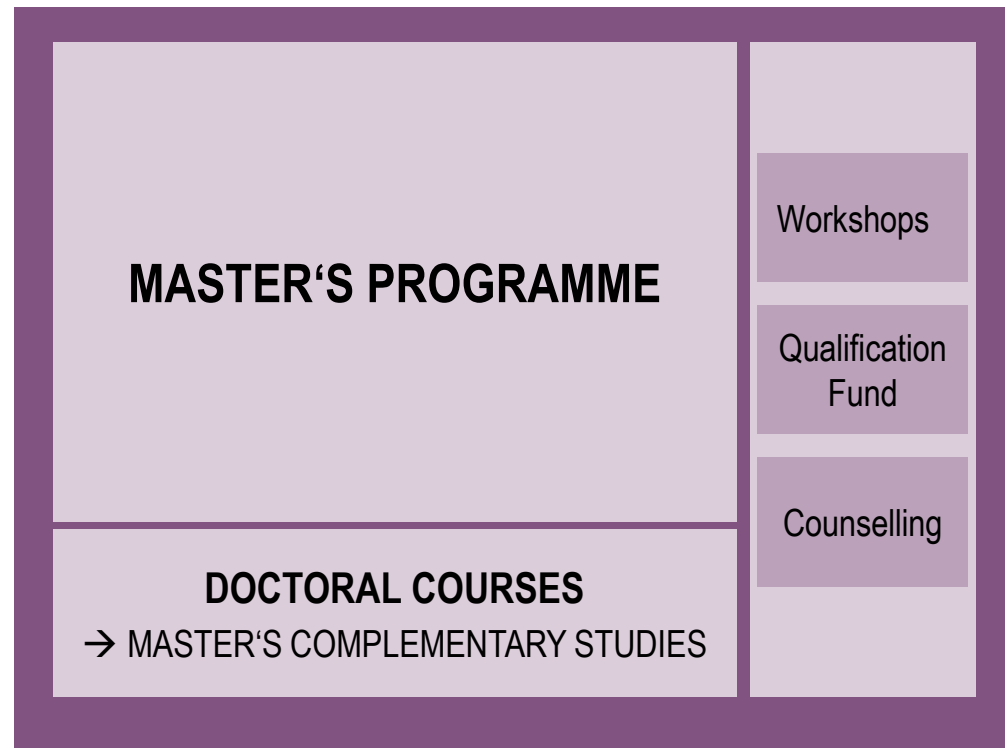
Source: <https://www.colourbox.dk/billede/en-guldfisk-springe-ud-af-fiskebowl-billede-2219637>



# OUR DOCTORAL TRACK – EARLY ENTRY INTO THE DOCTORATE'S WORLD

The Graduate School Student Counselling Service is pleased to assist you with your decision and application for the Doctoral Track!

More information is available on the [website](#)!



- combines Master's and doctoral studies, especially the complementary studies and the doctoral courses
- transfers new research impulses to the master's programmes
- offers highly qualified bachelor's graduates early entry into research and the world of doctoral studies
- enables master's students to work towards a further scientific qualification
- enables professors to retain bachelor's students and graduates with strong research skills



# OUR DOCTORAL TRACK – BENEFITS

The Graduate School Student Counselling Service is pleased to assist you with your decision and application for the Doctoral Track!

More information is available on the [website](#)!

- early admission to the doctorate
- integration into the academic discourse community of the doctoral program fellow doctoral students and supervisors
- access to the seminar offerings of the Leuphana doctoral courses. The acquired CPs are creditable towards the three modules of the Master Complementary Studies.
- access to the career-enhancing workshops of GradSkills for doctoral candidates
- the opportunity to receive grants for conference attendance through the Graduate School's Qualification Fund
- the Graduate School's Doctoral Track support program, which includes both informational and reflective formats with the peer group



# OUR DOCTORAL TRACK – ADMISSION REQUIREMENTS

The Graduate School Student Counselling Service is pleased to assist you with your decision and application for the Doctoral Track!

More information is available on the [website](#)!

- A "very good" bachelors degree (or equivalent).  
In this case, "very good" means a final result of at least 1.7 or proof that you were among the top 10% graduates in your final year of study.
- Bachelor thesis with a grade of 1.3 or better.
- An outline of a potential research project and
- Admission to a Masters programme at the Leuphana Graduate School and at least registration in the first semester.





# CONTACT

PROF. DR. MARKUS REIHLEN | Academic Director Graduate School |  
Universitätsallee 1 | 21335 Lüneburg | Germany  
Fon +49.4131.677-2350 | [markus.reihlen@leuphana.de](mailto:markus.reihlen@leuphana.de)  
[www.leuphana.de/gs](http://www.leuphana.de/gs)



CLAUDIA ECHELMEYER | Graduate School |  
Universitätsallee 1 | 21335 Lüneburg | Germany  
Fon +49.4131.677-2401 | [komplementaer.gs@leuphana.de](mailto:komplementaer.gs@leuphana.de)  
[www.leuphana.de/gs](http://www.leuphana.de/gs)

