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## **Request course**

**Note:** In the departments of Civil Engineering, Geoinformation, Health Technology (BGG) and Architecture (A), new courses are created every semester for all lectures (so no course order is required here).

To order a course, proceed as follows:

- 1. Log in (with your University access data).
- 2. Call up the page Course request.
- 3. Fill out the form (see below) and confirm with "Request a course".

You will receive a confirmation by e-mail as soon as the course has been created.

## **Details of the requested course**

**Course full name:** according to the examination regulations, supplemented by an abbreviation for the semester and the names of the lecturers: "Course WiSe24/lector" or "Course SoSe24/lector".

**Course short name:** Must be unique across the university and must therefore always include the part e.g. "WiSe24/lector".

**Course category:** Please select (subject) area, degree program and module.

**New course category?** Please enter or contact moodlesupport [at] jade-hs.de. You can also contact the E-Learning representative of your faculty / department.

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