WELCOME TO THE
FACULTY OF
CULTURAL STUDIES
WHO ARE WE?

Studienbüro KW

- Support for students and teachers
- First-Aid-Kit for studying and teaching
- Q&A about studying and teaching
ABBREVIATIONS

KW = Kulturwissenschaften (Cultural Studies)
LV = Course
LV-Anmeldephasen = Registration Phases
ZPS = Central examination office
OM1/OM2 = Orientation module
ZFBA/ZFMA = two subject bachelors or masters
PL = Prüfungsleistung (Exam)
QT/AQT/Studienleistung = active qualified participation
PO = Prüfungsordnung (Examination Regulations)
IMT = Information and Media Technologies Centre (IMT)
CONTENTS

• Terminologies: modules, module components, courses
• Orientation in PAUL
• From the examination regulations to PAUL
• An Example
• HuDi-consultations (HuDi)
• Dates and deadlines
• Help and communication
• Contact persons and questions
TERMINOLOGIES: MODULES, COMPONENTS, COURSES

Examination Regulations

Basismodule 1

Component 1

Component 2

Component 3

Course

Course
## TERMINOLOGIES: MODULES, COMPONENTS, COURSES

### Structural overview

<table>
<thead>
<tr>
<th>Module</th>
<th>Workload</th>
<th>LP</th>
<th>P/ WP</th>
<th>Zeitpunkt und Dauer (Sem.)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basismodul 1</strong></td>
<td>450h</td>
<td>15</td>
<td></td>
<td></td>
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<tr>
<td>Einführung in die Literaturwissenschaft</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Einführung in die Literaturwissenschaft</td>
<td>90h</td>
<td>P</td>
<td>WP</td>
<td>1.-2.</td>
</tr>
<tr>
<td>Grundkurs: Textanalyse Drama</td>
<td>90h</td>
<td></td>
<td>WP</td>
<td>(2)</td>
</tr>
<tr>
<td>Grundkurs: Textanalyse Lyrik</td>
<td>90h</td>
<td></td>
<td>WP</td>
<td></td>
</tr>
<tr>
<td>Grundkurs: Textanalyse Prosat</td>
<td>180h</td>
<td></td>
<td>WP</td>
<td></td>
</tr>
<tr>
<td><strong>Basismodul 2 - Ältere deutsche Literatur</strong></td>
<td>270h</td>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Einführung in die Ältere deutsche Literatur</td>
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<tr>
<td>Literaturwissenschaft</td>
<td>90h</td>
<td>P</td>
<td></td>
<td>1.-2.</td>
</tr>
<tr>
<td>Grundkurs: Ältere deutsche Literatur</td>
<td>180h</td>
<td></td>
<td>P</td>
<td>(2)</td>
</tr>
</tbody>
</table>

> Prüfungsordnung
### Registration for modules and courses

<table>
<thead>
<tr>
<th>Course offering</th>
<th>M.127.8010 Basismodul 1: Einführung in das Studium der Philosophie/Praktischen Philosophie</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructors</td>
<td>N.N.</td>
</tr>
<tr>
<td>Time period</td>
<td>K.127.80101 Einführungsveranstaltung in das Studium der Philosophie/Praktischen Philosophie :: BA-LA</td>
</tr>
<tr>
<td>Registration group</td>
<td>(Exams: Prüfungsleistung, qualifizierte Teilnahme)</td>
</tr>
<tr>
<td>Location</td>
<td></td>
</tr>
</tbody>
</table>

- **M.127.15400 Introduction to Philosophy Studies**
  - Ana Paula Coelho Rodrigues

- **M.127.15460 Introduction to Philosophy Studies**
  - Ana Paula Coelho Rodrigues
ORIENTATION IN PAUL

A university account is required to use PAUL.
OVERVIEW: COURSE REGISTRATION

Current semester

- Course registration

Registration for modules and courses

Lehramt an Gymnasien und Gesamtschulen Bachelor v2

- 1. Fach
- 2. Fach
- Bildungswissenschaftliches Studium Lehramt GyGe Bachelor v2
- German for Students with an Immigration Background
- Profilbildung
- Masterveranstaltungen
Exam administration

- Exam registration
- Record of achievement -> overview of your previous achievements

**My exams**
Here you can see which exams you have registered for.

**Deregistration from examinations**
You can deregister from examinations, oral examinations, coursework and qualified participations online here.

You must deregister from oral examinations online in accordance with the examination regulations that apply to you or, if only for the Central Examination Office. If you have deregistered from an examination online, an additional written deregistration is no longer necessary.

If you wish to take an examination at a later date (e.g. 2nd date, if offered) or in a later semester, you must re-register.

**Examination dates**
- Examination dates will be added as soon as they are available.
- Registrations for oral examinations become binding when the examiner enters the date in the date field.
# Overview: Achievements

<table>
<thead>
<tr>
<th>Attempt</th>
<th>Exam</th>
<th>Date</th>
<th>Grade</th>
<th>External accepted</th>
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<tbody>
<tr>
<td>Attempt 1</td>
<td>L.127.15360 Liberated Thinking - Theory and Practice of Multimedia Philosophy Communication</td>
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<td></td>
<td>Ø</td>
</tr>
<tr>
<td>SS 2020</td>
<td>Prüfungsleistung (12)</td>
<td>1,7</td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>SS 2020</td>
<td>qualifizierte Teilnahme</td>
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<td></td>
<td>Ø</td>
</tr>
<tr>
<td>SS 2020</td>
<td>L.127.15560 Existentialist thinkers: an introduction</td>
<td></td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>SS 2020</td>
<td>qualifizierte Teilnahme</td>
<td></td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>WS 2020/21</td>
<td>qualifizierte Teilnahme (0)</td>
<td>be</td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>WS 2020/21</td>
<td>L.127.15720 Ancient Philosophy</td>
<td></td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>WS 2020/21</td>
<td>qualifizierte Teilnahme</td>
<td></td>
<td></td>
<td>Ø</td>
</tr>
<tr>
<td>Total 1</td>
<td>1,7 bestanden</td>
<td></td>
<td></td>
<td></td>
</tr>
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</table>

## Associated Components

<table>
<thead>
<tr>
<th>Course no.</th>
<th>Course name</th>
<th>Course offering name</th>
<th>Active attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>K.127.80602</td>
<td>Seminar zur Ethik :: BA-LA</td>
<td>L.127.15360 Liberated Thinking - Theory and Practice of Multimedia Philosophy Communication</td>
<td>✔</td>
</tr>
<tr>
<td>K.127.80603</td>
<td>Seminar zur Sozialphilosophie oder politischen Philosophie :: BA-LA</td>
<td>L.127.15560 Existentialist thinkers: an introduction</td>
<td>✔</td>
</tr>
<tr>
<td>K.127.80601</td>
<td>Überblicksveranstaltung zur Praktischen Philosophie :: BA-LA</td>
<td>L.127.15720 Ancient Philosophy</td>
<td>✔</td>
</tr>
</tbody>
</table>
AN EXAMPLE
IMPORTANT DATES AND DEADLINES

- **Course registration**
  - 1st course registration period: 14.08 (8 am) – 08.09.2023
  - 2nd course registration period: 06.10. (11 am) – 13.10.2023 = „revision period“/2nd course registration period

Please note the deviations in dates. The independent deregistration from the courses of our faculty is always possible until the end of the semester (31.03. or 30.09.)!

- **Exam registration**
  - 15.04.2023 bis 21.06.2023 (exams)
  - 15.04.2023 bis 31.03.2023 (active qualified participation)

Cancellation is possible until one week before the exam date. Info about this can be found on the website of the ZPS.
COURSE DEREGISTRATION

• In the Faculty of Cultural Studies, it is possible to deregister in PAUL until the end of the semester!
• In order to deregister from a course you need to first deregister from exams and Studienleistung ("active qualified participation")
COURSE IS ALREADY FULL – WHAT TO DO

• Please wait for revision phase first
  ▶ Often the participant capacity is increased there
  ▶ In the first two to three weeks, many students change their schedules, which often results in vacant seats

• Attend the first session of the course and register in the late registration list

• Late registration is then done manually via us (Studienbüro KW)

• If necessary, make use of “HuDi-consultation“ hours if there is a case of hardship (Härtefallsprechstunden)
**HUMANE DIGITALKORREKTUR (HUDI)**

• **What is a hardship case?**
  ▶ Combined courses cannot be taken
  ▶ Full courses (max. registrations in PAUL have been reached)
  ▶ BAföG-regulation
  ▶ Illness
  ▶ Personal reasons

• **What can you do?**
  ▶ Look for missing course and module
  ▶ visit „HuDi-consultation“ of your subject/institute
  ▶ The dates will be announced on the website
    – **HuDi-Sprechstunden**
STUDIUM GENERALE /GENERAL STUDIES

• Subjects from the entire range of courses offered by the university and outside of your own subject

• Example: You study Philosophy -> General studies with courses from English/ History/Art etc.

• In many study programs of KW there are separate modules for the Studium Generale, not in all of them

• Information can be found in your examination regulations (Prüfungsordnung)
Registration should **usually be done via the corresponding module**

- Ex. PAUL

If the course is not listed there, but only in the course catalog, you can directly contact the Studienbüro KW (us) for registration during the course registration phases.

If there are free capacities, we will register you for the course.
PAUL-APP

• PAUL has an app

• Allows you to see your timetable, grades, courses

• Please still check website regularly! App is not always updated!

• [Link Download]
### Modul: L.127.15360 Einführung in die formale Logik
qualifizierte Teilnahme

<table>
<thead>
<tr>
<th>STATUS</th>
<th>bestanden</th>
</tr>
</thead>
</table>

### WS 2020/21

| L.052.00843 Vertiefende Einführung... Prüfungsleistung |
| L.052.00843 Vertiefende Einführung... qualifizierte Teilnahme |
| L.067.32022 Mehrsprachigkeit in der... Prüfungsleistung (Modulprüfung) |
| L.067.32022 Mehrsprachigkeit in der... aktive/qualifizierte Teilnahme |
| L.068.14030 Der gesellschaftliche un... qualifizierte Teilnahme |
| L.068.14070 Geschichte der Gegenwa... qualifizierte Teilnahme |
| L.068.14190 Einführung in das Studiu... qualifizierte Teilnahme |

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### PAUL-APP

- System: L.053.00323: Prüfungsleistung: Bewertung veröffentlicht 08.08.2022
- System: Wichtige Hinweise zur Rückmeldung für das Wintersemester 2022/2023 01.06.2022
- System: Prüfungsanmeldung / Exam registration (English version below) Sommersemester 22 21.04.2022
- System: 14280 / Berufsfelder für Historiker*innen Termin geändert 20.04.2022
HILFE UND KOMMUNIKATION

• Studienbüro KW Website:
• First-aid-kit with Q & A
• Checklists
• KW – What is that?
• KW-guide
<table>
<thead>
<tr>
<th>RESSOURCES FOR HELP</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:paul@upb.de">paul@upb.de</a> / Diagnose-Tool</td>
</tr>
<tr>
<td>Facebook „Universität Paderborn“</td>
</tr>
<tr>
<td>Facebook „Fakultät für Kulturwissenschaften Universität Paderborn“</td>
</tr>
<tr>
<td>Instagram Fakultät für Kulturwissenschaften der UPB @kulturwissenschaften.upb</td>
</tr>
<tr>
<td>IMT – IT Support</td>
</tr>
</tbody>
</table>
WHO CAN HELP?

- Studienbüro KW
- Internships
- Central Examination Office
- Internationalization
- Student Office
- Student councils
- Student Advice Centre
- Subject Advisory Service
• Free Cloud Storage (30 GB) for students of the university Paderborn
• Register with your university mailadress
• Help: http://imt.upb.de/sync-share-nrw-sciebo
FOR QUESTIONS NOW OR LATER

Mail: studienbuero-kw@upb.de
Call: +49 5251- 603719
Visit: C5.322 (Building C, floor 5, room 322)

(Please consider our opening hours! See them [here](#).)