



# Welcome to JGU and the MIEPP program!





JOHANNES GUTENBERG  
UNIVERSITÄT MAINZ



Prof. Dr. Philipp Harms  
Chair of International Economics



Prof. Dr. Daniel Schunk  
Chair of Public Economics

## Program Directors

## Student Representatives

Irina-Nicole Cervis, Imola Réka Gal-Busch and  
Victor Albert Maria Rein  
Special student contact with professors  
Elected every year

## About me



Ann-Kathrin Michaelis  
MIEPP Program Manager

### Office Hours

Wednesday 9:00 – 12:00

Friday 9:00 – 12:00

Room 00-332 (old ReWi)

### Phone

+49 (0)6131 / 39 – 27962

### E-Mail

[miepp@uni-mainz.de](mailto:miepp@uni-mainz.de)

# Content

1. Introduction
2. Student Info Hub/Important websites
3. Structure
4. Double Master Programs
5. Erasmus+
6. Student Representatives
7. Important Dates
8. Exams & Master's Thesis
9. Invitations

## Study Office FB03

### Info- und Servicebüro Mo-Fr 9:00-12:00 Uhr

<ul style="list-style-type: none"><li>• Document pickup (confirmations etc.)</li><li>• Document submission (medical certificates, forms etc.)</li></ul>	Tamara Ferro
<ul style="list-style-type: none"><li>• Student counselling</li><li>• Examination regulations</li><li>• Information on courses and study planning</li></ul>	Ann-Kathrin Michaelis ( <a href="mailto:miepp@uni-mainz.de">miepp@uni-mainz.de</a> )
<ul style="list-style-type: none"><li>• Exam registration</li><li>• Grades</li><li>• Transcripts</li></ul>	Jennifer Neumann ( <a href="mailto:studienbuero-fb03@uni-mainz.de">studienbuero-fb03@uni-mainz.de</a> ) => add <b>#jmn</b> to subject line)
<ul style="list-style-type: none"><li>• Transcript of Records</li><li>• Registration for courses and exams</li><li>• Grades, medical certificates, confirmations</li></ul>	Study Office Faculty 03 ( <a href="mailto:studienbuero-fb03@uni-mainz.de">studienbuero-fb03@uni-mainz.de</a> )
<ul style="list-style-type: none"><li>• Recognitions (Germany and abroad)</li></ul>	Karin von Trebra
<ul style="list-style-type: none"><li>• Double Degree Programs</li></ul>	Leska Sahl und Svenja Telgheder



# Student Services

The Study Office Faculty 03 is **not** allowed to give legally binding information on the following topics:

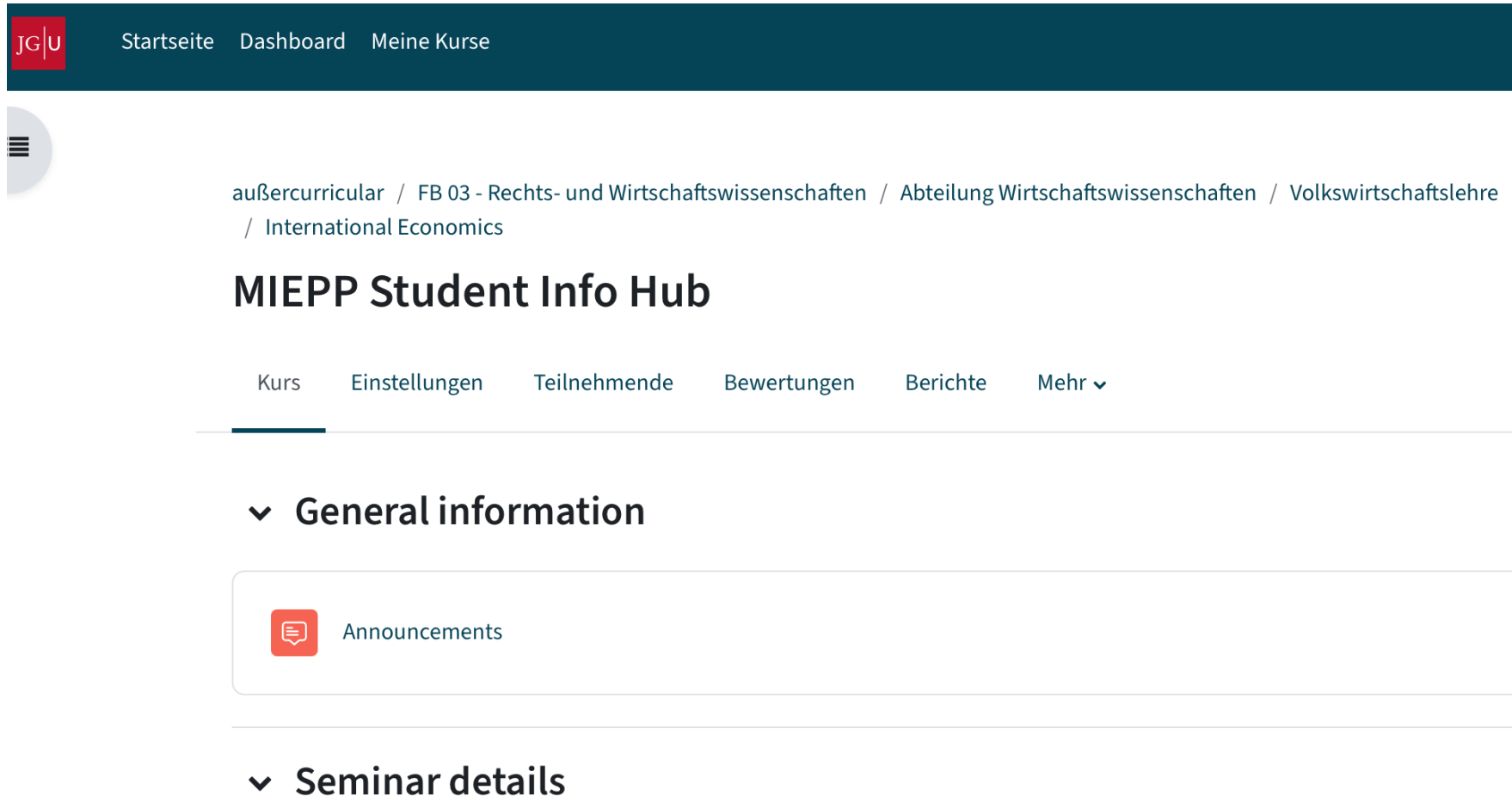
- Enrollment
- Rematriculation
- Leave of absence (Urlaubssemester)
- Semester fees
- Change of study subject outside the Faculty 03

If you have any questions about these topics, please contact the central Student Services:

Hotline: 06131/39-22122 or [studsek@uni-mainz.de](mailto:studsek@uni-mainz.de);

<https://www.studium.uni-mainz.de/studsek/>

# MIEPP Student Info Hub



The screenshot shows the Moodle interface for the MIEPP Student Info Hub. At the top, there is a dark blue navigation bar with the JGU logo and links for 'Startseite', 'Dashboard', and 'Meine Kurse'. Below this is a breadcrumb trail: 'außercurricular / FB 03 - Rechts- und Wirtschaftswissenschaften / Abteilung Wirtschaftswissenschaften / Volkswirtschaftslehre / International Economics'. The main heading is 'MIEPP Student Info Hub'. A horizontal menu contains 'Kurs', 'Einstellungen', 'Teilnehmende', 'Bewertungen', 'Berichte', and 'Mehr' with a dropdown arrow. Under the 'General information' section, there is a red speech bubble icon and the text 'Announcements'. The 'Seminar details' section is also visible but empty.

JGU | U


Startseite Dashboard Meine Kurse

außercurricular / FB 03 - Rechts- und Wirtschaftswissenschaften / Abteilung Wirtschaftswissenschaften / Volkswirtschaftslehre / International Economics

## MIEPP Student Info Hub

Kurs Einstellungen Teilnehmende Bewertungen Berichte Mehr ▾

▾ General information

 Announcements

▾ Seminar details

[moodle.uni-mainz.de](https://moodle.uni-mainz.de)

# Links

- Master in International Economics and Public Policy website: <http://www.master.economics.uni-mainz.de/>
- Master MIEPP FAQ: <https://studienbuero.rewi.uni-mainz.de/miepp-faq/>
- Jogustine Login: <https://jogustine.uni-mainz.de/>  
Jogustine Help & Information page: <https://info.jogustine.en.uni-mainz.de/students/>
- Study Office Download Center  
(examination regulations, module handbook, etc): [https://studienbuero.rewi.uni-mainz.de/downloads/?folder=WiWi/WiWi\\_Master/Master%20International%20Economics%20and%20Public%20Policy](https://studienbuero.rewi.uni-mainz.de/downloads/?folder=WiWi/WiWi_Master/Master%20International%20Economics%20and%20Public%20Policy)
- Module handbook: [https://download.uni-mainz.de/fb03-studienbuero/downloads/WiWi/WiWi\\_Master/MHB\\_Masterstudiengaenge\\_FB03.pdf](https://download.uni-mainz.de/fb03-studienbuero/downloads/WiWi/WiWi_Master/MHB_Masterstudiengaenge_FB03.pdf)





#intouch

## Wiwi Mainz on Social Media



[@wiwiunimainz](https://www.instagram.com/wiwiunimainz)



[@WIWI uni mainz](https://www.youtube.com/WIWI_uni_mainz)



[@wiwi-uni-mainz](https://www.linkedin.com/company/wiwi-uni-mainz)



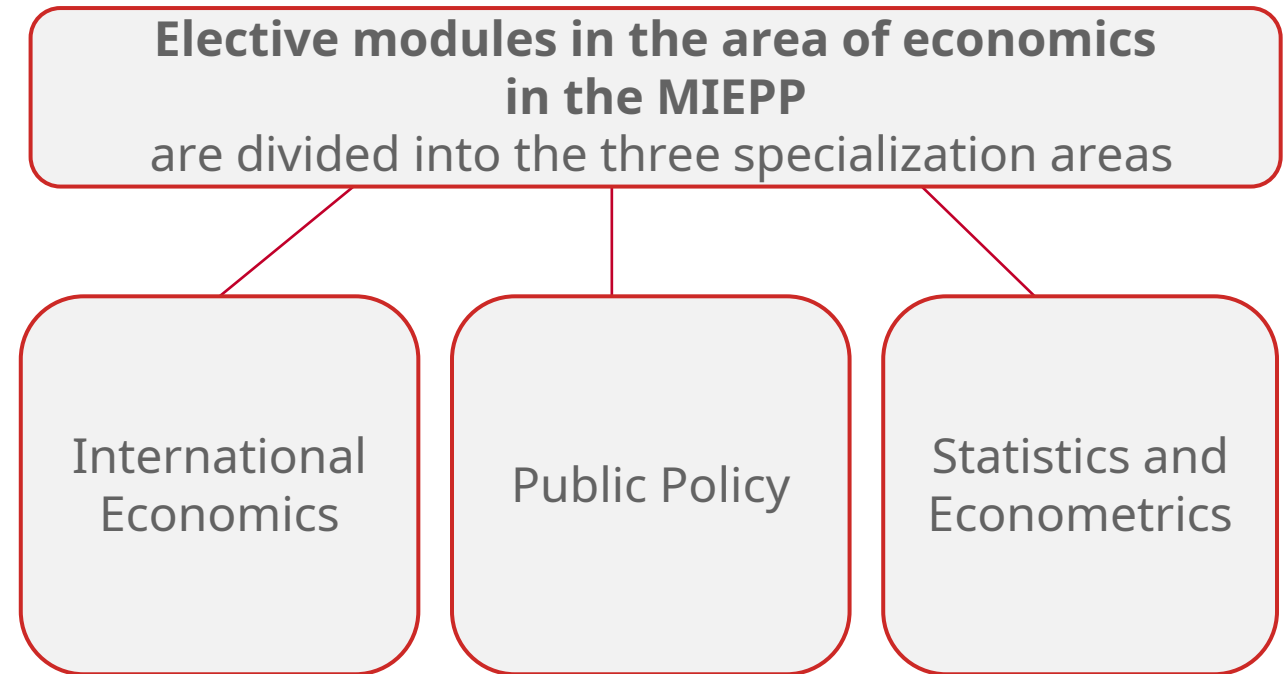
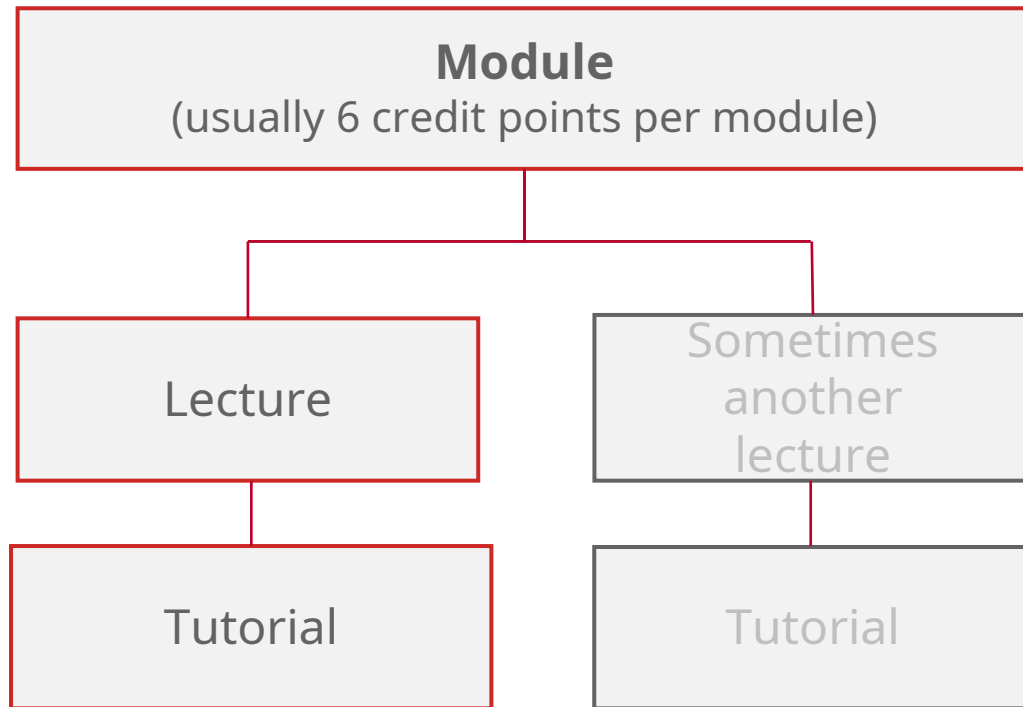
[@wiwi.mz](https://www.tiktok.com/wiwi.mz)



[@wiwi.uni.mainz](https://www.facebook.com/wiwi.uni.mainz)



# Terminology



# Basic Structure

Start of studies in the summer semester

<https://www.master.economics.uni-mainz.de/program-structure/overview/>

First Semester	<b>Elective modules</b> from the area of economics (International Economics, Public Policy, Statistics & Econometrics) min. 24 CP (4 modules), max. 48 CP	<b>Free Part</b> (modules from Management, Accounting & Finance, Mathematics, ...) min. 0 CP, max. 24 CP
Second Semester	<b>Core Modules (30 CP)</b> (Research & Teaching, International Trade, Development & Growth, Principles of Public Economics, Advanced Macroeconomics)	
Third Semester	<b>Elective modules</b> from the area of economics (International Economics, Public Policy, Statistics & Econometrics) min. 24 CP (4 modules), max. 48 CP	<b>Free Part</b> (modules from Management, Accounting & Finance, Mathematics, ...) min. 0 CP, max. 24 CP
	<b>Research seminar IE/PP/Statistics &amp; Econometrics (6 CP)</b>	<b>Research seminar IE/PP/Stats &amp; Econ or Research seminar Free Part (6 CP)</b>
Fourth Semester	<b>Master's Thesis and Colloquium (30 CP)</b>	



# Double Degree Programs

Leska Sahl



# German-Polish Double Degree Program

Warsaw School of Economics

**SGH**

Warsaw School  
of Economics



**DDP**

DOUBLE DEGREE PROGRAM  
MAINZ & WARSAW



Department of Business & Economics

JG|U

# Key Facts

Warsaw

- Partner university: Warsaw School of Economics (SGH)
- 1st year: JGU Mainz
- 2nd year: SGH Warsaw
- Program's language: English, no Polish language skills required



- Master thesis can be written either at JGU or at SGH
- Each winter semester, five students are admitted
- Choice between a degree in Management or in Finance and Accounting at SGH

# Degrees

Warsaw



**Master of Science in  
International Economics and Public Policy**

**Option 1:**

**Master in  
Management**



**Option 2:**

**Master in  
Finance and Accounting**



# German-French Double Degree Program

Université Clermont Auvergne



# Key Facts

Clermont-Ferrand

- Partner university: Université Clermont Auvergne (UCA)
- 1st year: JGU Mainz
- 2nd year: SGH Warsaw
- Program's language: English, no French language skills required



- Master thesis at UCA
- Each winter semester, four students are admitted
- Major at UCA: International Audit and Corporate Finance (IACF)

# Degrees

Clermont-Ferrand



**Master of Science in  
International Economics and Public Policy**  
(60 ECTS)  
Core modules, specialization modules



**Master mention Finance,  
major International Audit and Corporate Finance**  
(60 ECTS)  
International Finance and Business  
International Economics and Finance  
International Accounting and Audit  
Methods, Thesis



Department of Business & Economics



# More details on both programs

Warsaw &  
Clermont-Ferrand

- On request, we will be happy to provide you with an overview of the courses to be taken at JGU and the partner or help you with some reports/ testimonials of former participants
- Further information is available on the Faculty's website: [Master in international Economics and Public Policy](#)

# Application process for both programs

Warsaw &  
Clermont-Ferrand

Application deadline: February 1st



Required:

- A copy of your Bachelor's degree (in English)
- Letter of motivation (in English, max. 2 pages)
- Short CV (in English, max. 2 pages)
- The results of your first MIEPP exams will also be considered

**Please note:** This program is aimed exclusively at German-speaking students, since classes in Shanghai are mostly held in German.



# Auslandssemester in Shanghai, China

Tongji-Universität  
Chinesisch-Deutsches Hochschulkolleg



# Key Facts

Shanghai

- Tongji-Universität in Shanghai: Eine der renommiertesten Universitäten Chinas
- Studium am Chinesisch-Deutschen Hochschulkolleg (Gemeinschaftsprojekt DAAD & Tongji-Universität)



- Möglichkeit, am CDHK deutschsprachige Veranstaltungen zu belegen (Interkulturelle Kurse)
- Englischsprachige Wirtschaftskurse können an der Partnerfakultät besucht werden
- Studienbeginn: Wintersemester (September)

# Contact us

## International Programs at the Department of Business & Economics



Leska Sahl & Svenja Telgheder

- Room 01-335, (old ReWi building)
- Phone: 06131/39-27226
- Mail: [fb03-international@uni-mainz.de](mailto:fb03-international@uni-mainz.de)
- Office hours:  
Tuesday & Thursday 10 a.m.-12 p.m.

# Erasmus+



# Studying abroad with ERASMUS+

EuRopean Community **A**ction **S**cheme  
for the **M**obility of **U**niversity **S**tudents

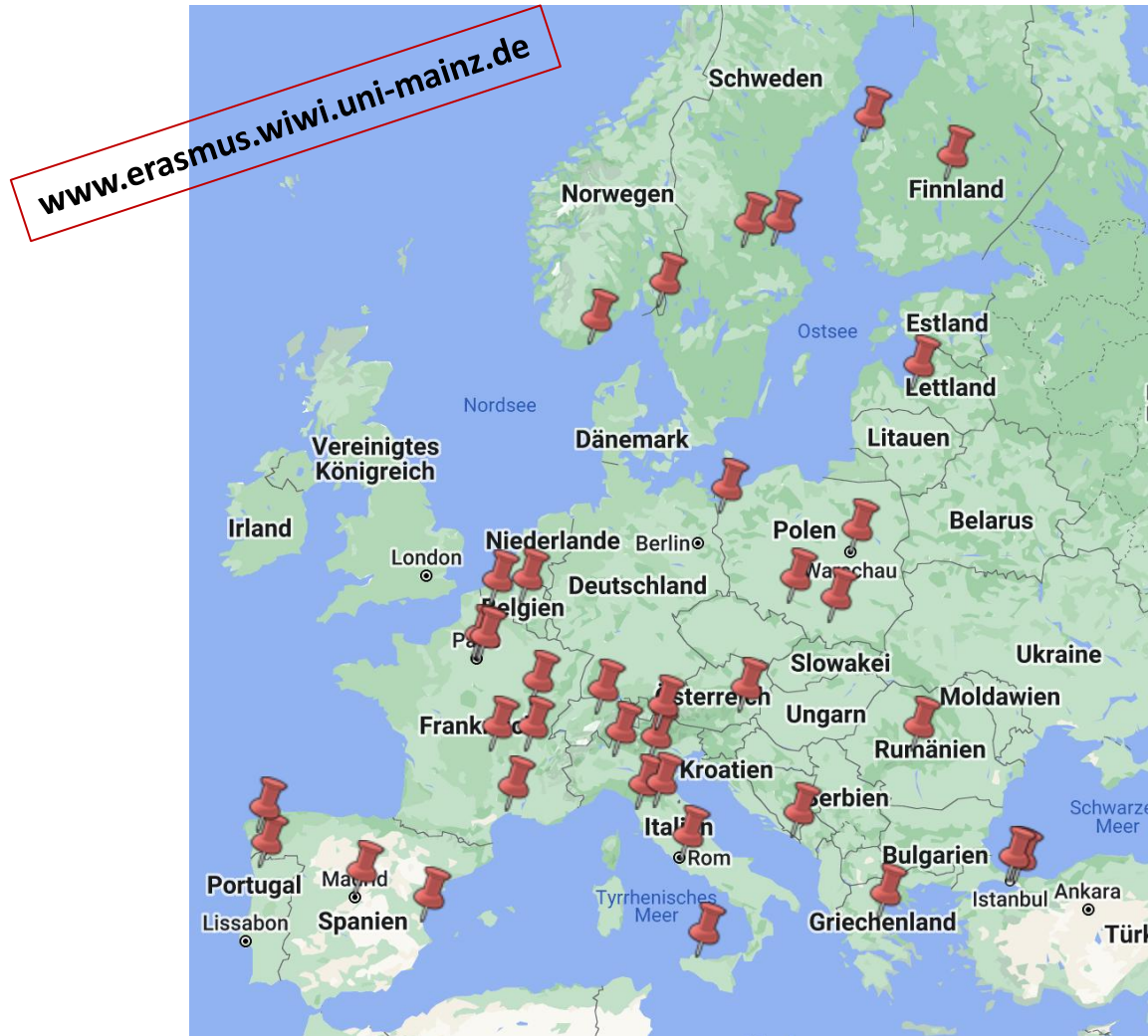


# What is ERASMUS+?

The European Union's ERASMUS+ program is a student exchange program that enables you to spend part of your studies abroad at one of many participating European partner universities.

- ✓ About **40** partner universities in **17** different countries
- ✓ Optionally **1 or 2 semesters** abroad (Start in Winter term)
- ✓ **Student grant** for Erasmus students
- ✓ **Remittal of tuition fees at the partner university**
- ✓ **Administrative support** and supervision during the whole process - from the application procedure until returning to Mainz

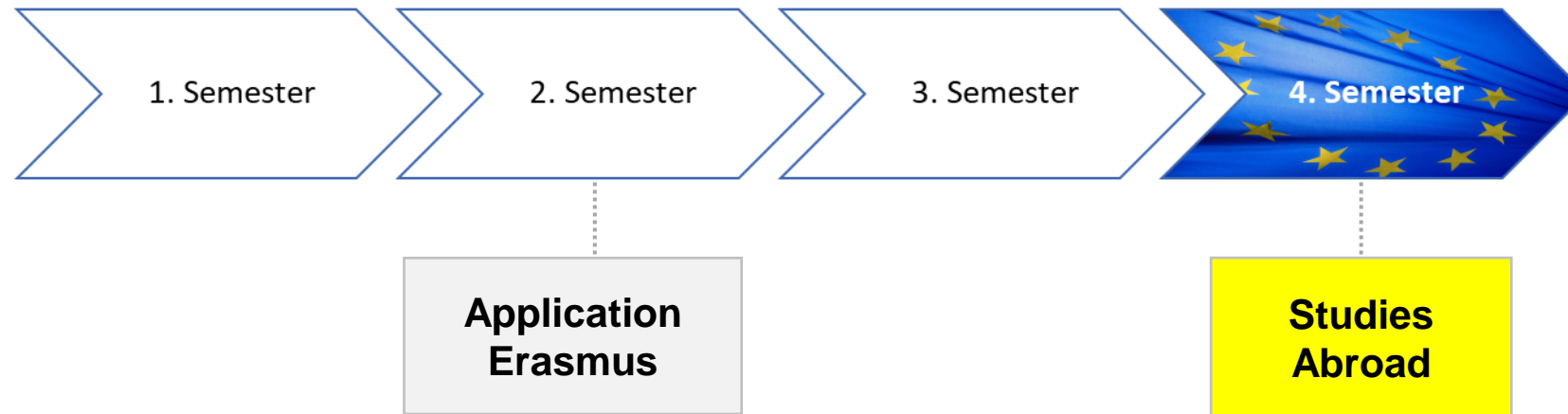
# Overview Partner Universities



- ✓ Austria
- ✓ Belgium
- ✓ Croatia
- ✓ Finland
- ✓ France
- ✓ Greece
- ✓ Great Britain
- ✓ Italy
- ✓ Latvia
- ✓ Norway
- ✓ Poland
- ✓ Portugal
- ✓ Romania
- ✓ Sweden
- ✓ Switzerland
- ✓ Spain
- ✓ Turkey

# Timeline for Master Students

## Study beginn in Winter Semester



**Application Deadline: End of November 2026**

# Application Process

## Procedure

- Application deadline end of November 2026

### To Do's:

#### 1. Online-Application

- Personal Data
- Priorities (max. 3)

#### 2. Written Application as a PDF via E-Mail

- Acceptance / rejection usually before Christmas
- Second round for remaining places in January

## Written Application

- Letter of motivation
- CV
- Transcript of Records
- High school diploma
- Other relevant documents, e.g.,  
Language skills,  
internship certificates,  
proof of voluntary activities
- In English or German

# Notice for students in Germany with Visa

- ✓ If you are in Germany with a VISA, **you can also participate** in the ERASMUS+ program
- However, please be aware of the fact that your residence permit in another EU country **may be limited to 3 months** without losing the residence permit in Germany
- ✓ Yet, **it is possible to extend your stay** in a foreign EU country without losing residence permit in Germany – you will need to talk individually to the German administrative offices
- Thus, **detailed planning** far in advance is necessary
- For further questions, please feel free to reach out to us any time!



# Contact Erasmus Office WiWi



JOHANNES GUTENBERG  
UNIVERSITÄT MAINZ

Incoming Students

▶ **Outgoing Students**

▶ **News**

Partneruniversitäten

Bewerbung

FAQ / Infos

Service

Erasmus Praktikum

Summer Schools

Kontakt

## Homepage

<http://erasmus.wiwi.uni-mainz.de>

## E-Mail

[erasmus-wiwi@uni-mainz.de](mailto:erasmus-wiwi@uni-mainz.de)

## Consultation Hours

During the lecture period

See Homepage



# Student Representatives

Irina-Nicole Cervis, Imola Réka Gal-Busch  
& Victor Albert Maria Rein



**WHO  
WE  
ARE**

## Student Representatives



**Irina-Nicole Cervis, Imola Réka Gal-Busch  
& Victor Albert Maria Rein**

Elected every year -  
Special student contact with professors

## What we do for you

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- Answer questions about courses, exams and student life
- Represent you in front of the faculty and administration
- Share important updates & reminders
- Organize events and coordinate social activities

=> We're here to make your MIEPP journey smoother and more enjoyable!

# „A GUIDE FOR STUDENTS, BY STUDENTS“

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- IT Related Information
- Course Registration
- Residence Registration & Permit

## Registration & Enrollment



- Semester Abroad
- Double Degree Programs
- Conferences and Summer/Winter Schools

## Academic Resources



- Student Aid / Bafög
- Public Transport
- Housing/ Accommodation
- Health Insurance

## Living Fundamentals



- Alumni Network
- Meeting other MIEPP Students
- Buddy Program
- Erasmus Activities

## Student Life

<https://www.master.economics.uni-mainz.de/files/2024/10/MIEPP-Unofficial-Student-Manual-2024-1.pdf>

**UNOFFICIAL  
STUDENT  
MANUAL**



Department of Business & Economics



## Stay Connected!

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- Exchange about courses and seminars
  - Job & internship opportunities shared in our groups
  - Network with current and former MIEPP students
- => Join us on LinkedIn & WhatsApp

**JOIN OUR  
NETWORK**



**Whatsapp:** <https://chat.whatsapp.com/CcyiaZUjP3zA2IgWIZ89Bc>  
(all students)

[https://chat.whatsapp.com/JJYB8x3gT9qKOFw5NorwHk?mode=gi\\_t](https://chat.whatsapp.com/JJYB8x3gT9qKOFw5NorwHk?mode=gi_t)  
(your semester)



**Linkedin:** <https://www.linkedin.com/groups/8414796/>



## CONTACT

If you have any questions, always feel free to contact us via [\*\*miepp-studentreps@uni-mainz.de\*\*](mailto:miepp-studentreps@uni-mainz.de) or send us a message on Whatsapp.

Cheers

*Irina-Nicole, Imola & Victor*



# Important dates and information on exams



# Academic calendar

## Summer semester 2026

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### Lecture period

April 13, 2026

Beginning of the lecture period (including Medicine and Dentistry)

July 11, 2026

End of the lecture period (except Medicine and Dentistry)

July 18, 2026

End of the lecture period for Medicine and Dentistry

### Holidays and breaks

May 1, 2026

International Workers' Day

May 14, 2026

Ascension Day

May 25, 2026

Whit Monday

June 4, 2026

Corpus Christi



# Deadlines

## Application for admission to exam-relevant credits

until May 11th, 2026



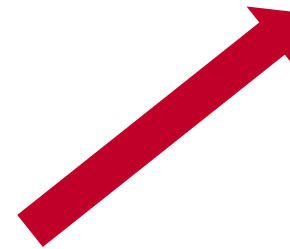
Personal submission to the Study Office's mailbox (ReWi II, Jakob-Welder-Weg 4)



**or via mail (Post) to:**

Johannes Gutenberg-Universität Mainz  
Fachbereich Rechts- und  
Wirtschaftswissenschaften  
Studienbüro  
55099 Mainz

**or at the end of today's  
introduction!**



Application form (Pick up at the end of the Introductory Session or in the Download Center of the Study Office)

**Only needs to be done once!**



# Registering for classes

## Registration for Modules and Courses (in Jogustine)

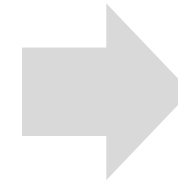
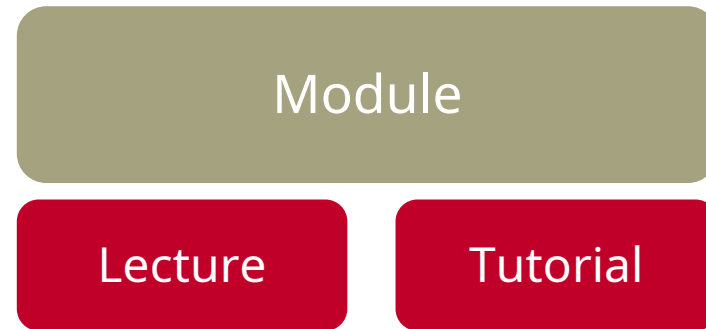
April 13<sup>th</sup>, 2026, 1 p.m. - April 17<sup>th</sup>, 2026, 9 p.m.

- Without module & course registration it is impossible to register for exams
- Needs to be done every semester! (three registration periods)
- Module handbook: [https://download.uni-mainz.de/fb03-studienbuero/downloads/WiWi/WiWi\\_Master/MHB\\_Masterstudiengaenge\\_FB03.pdf](https://download.uni-mainz.de/fb03-studienbuero/downloads/WiWi/WiWi_Master/MHB_Masterstudiengaenge_FB03.pdf)



## “Modules and courses”

Please take care to always register for the **whole module!**  
= “package” of  
lectures/tutorials



You will have to register **up to 3 times:**

- once for the module
- once for the lecture
- once for the tutorial

MESSAGES/DATES

**1**  
STUDIES

APPLICATION/REGISTRATION

COURSE CATALOGUE

SERVICE

HELP

**2**  
▶ Modules/Courses

Registration status

Name: Teststudi Wirtschaftspädagogik / IEPP on: 20.10.2024 on: 16:13

log out


**3**  
▶ Registration

### Registration for modules and courses

**4**  
▼ Module/Course registration

Further studies

Electives

Studies: Master International Economics and Public Policy  Refresh

Auditor registration

My modules

**5**  
Master International Economics and Public Policy >

- Core Modules
- Research Modules
- Advanced Modules
- Additional qualifications


My courses

▶ Examinations

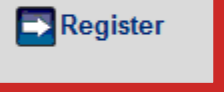
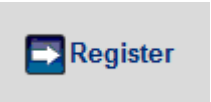
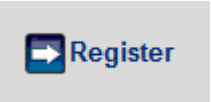
▶ Results

Contact

Further studies

Studies: Master International Economics and Public Policy  Refresh

Master International Economics and Public Policy > Core Modules

Registration for modules and courses		
Course offering Instructors Time period Registration group Location	Reg. deadl. Max. Reg.part.	
<b>M.03.897.001</b> Research and Teaching (WiSe 2024/25) Prof. Dr. Reyn van Ewijk	25.10.2024	
03.897.0020 Introductory Econometrics (Exams: Written Examination)		
<b>03.897.0020</b> Introductory Econometrics Timo Stefan Münz Mon, 28. Oct. 2024 [08:15] - Th, 12. Dec. 2024 [09:45]	25.10.2024 -   84	
03.897.0030 Studies and Research in Economics (Exams: Written Examination)		
<b>03.897.0030</b> Studies and Research in Economics Erik Sarrazin; Univ.-Prof. Dr. Daniel Schunk Fri, 8. Nov. 2024 [09:00] - Fri, 15. Nov. 2024 [16:00]	25.10.2024 -   69	



# Exam registration

1

Implicit Exam Registration

2

„Regular“ Exam Registration



## Entering the TAN

You must then confirm the registration by entering a transaction number (TAN). To do so, type in an unused TAN from your current TAN list in the lower part of the screen and click the **Submit** button on the right. Then cross out the TAN that you have used from your TAN list, as it is now invalid. For more information on the TAN procedure, please refer to **TAN procedure** section:

**TAN = EXAM  
REGISTRATION**

<https://info.jogustine.en.uni-mainz.de/students/registering-exam/>

The screenshot shows the JOGU StINE website interface. At the top left is the logo for Johannes Gutenberg Universität Mainz. At the top right is the logo for JOGU StINE, with the tagline 'Das StudienInformationsNetz der JGU'. Below the logos is a navigation bar with tabs for 'MESSAGES/DATES', 'STUDIES', 'SERVICE', 'APPLICATION/REGISTRATION', 'COURSE CATALOGUE', and 'HELP'. The 'STUDIES' tab is active. On the left side, there is a sidebar menu with options: 'Modules/Courses', 'Examinations', 'Registered examinations', 'Exam registrations', 'Results', and 'Contact'. The 'Exam registrations' option is selected. The main content area displays the user's name and login time: 'Name: Maxi Mustermann on: 18.07.2018 on: 08:13'. There is a 'log out' button and a language selector set to 'Deutsch'. The section is titled 'Exam registration'. A note says: 'Note: Please check the registration data below. Confirm to register.' Below the note is a table with the following data:

No.	Name	Exam (Weighting)	Date
00.212.01	Course 1	Written Examination (100%)	1.Date (01.03.19   08:00, Room Room 11)

Below the table is a 'Confirm' section with a 'Submit' button. A text field contains the TAN '123456', which is highlighted with a red box.

# Registration for exams

Registration phase

June 8<sup>th</sup>, 2026, 1 p.m. – June 22<sup>nd</sup>, 2026, 1 p.m.

⇒ <https://info.jogustine.en.uni-mainz.de/registration-periods/exam-registration-periods>

- **Late registrations will not be accepted!**



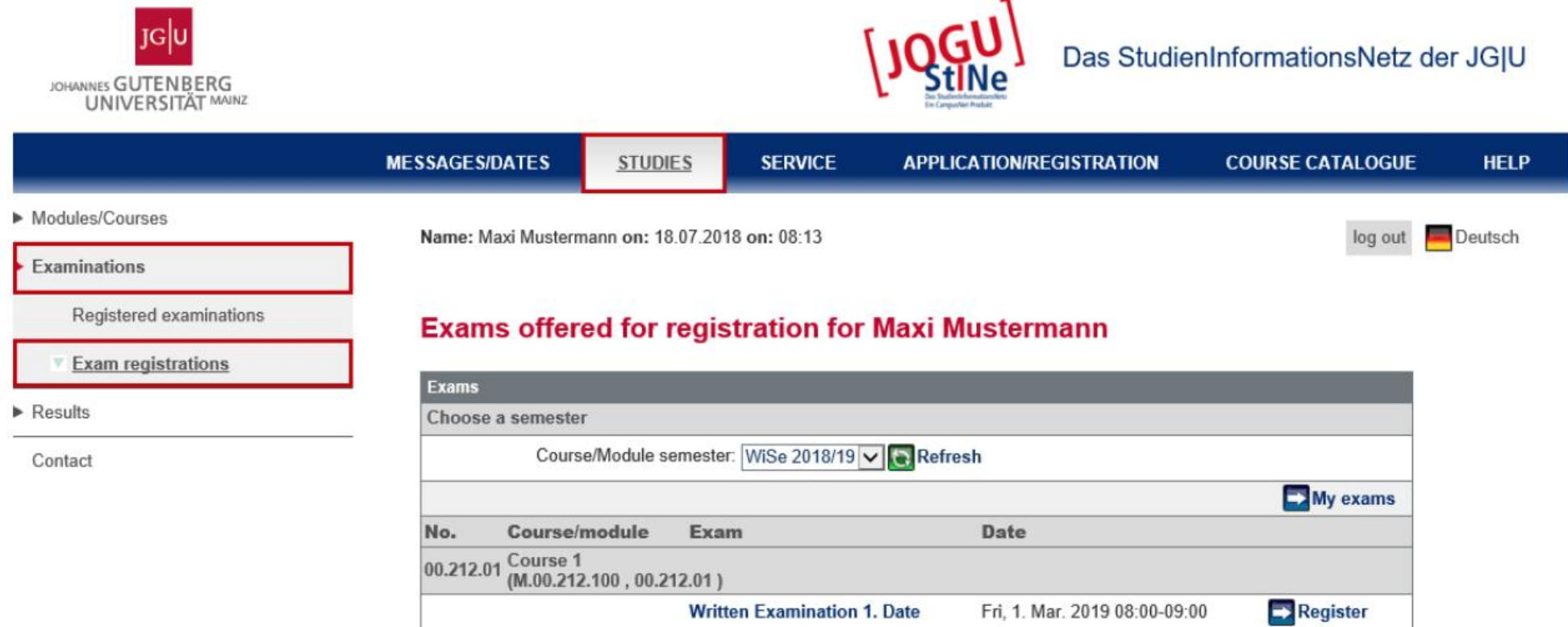
- Needs to be done every semester!

- If you have any problems with completing the registration procedure, please contact [studienbuero-fb03@uni-mainz.de](mailto:studienbuero-fb03@uni-mainz.de) **within** this registration period



# Using the Menu

After logging in, select **Studies** in the top menu bar, then click on **Examinations** on the left and then on **Exam Registration**:



The screenshot shows the JOGU StINE website interface. At the top left is the logo for Johannes Gutenberg Universität Mainz. At the top right is the logo for JOGU StINE, described as 'Das StudienInformationsNetz der JGU'. Below the logos is a dark blue navigation bar with the following menu items: MESSAGES/DATES, STUDIES (highlighted with a red box), SERVICE, APPLICATION/REGISTRATION, COURSE CATALOGUE, and HELP. On the left side, there is a sidebar menu with the following items: Modules/Courses, Examinations (highlighted with a red box), Registered examinations, Exam registrations (highlighted with a red box), Results, and Contact. The main content area displays the user's name and login time: 'Name: Maxi Mustermann on: 18.07.2018 on: 08:13'. There is a 'log out' button and a language selector set to 'Deutsch'. Below this, the heading 'Exams offered for registration for Maxi Mustermann' is shown in red. A table titled 'Exams' is displayed, with a 'Choose a semester' section containing a dropdown menu set to 'WiSe 2018/19' and a 'Refresh' button. Below the table, there is a 'My exams' button. The table itself has columns for 'No.', 'Course/module', 'Exam', and 'Date'. The first row shows '00.212.01 Course 1 (M.00.212.100 , 00.212.01 )' with a 'Written Examination 1. Date' on 'Fri, 1. Mar. 2019 08:00-09:00' and a 'Register' button.

JOHANNES GUTENBERG UNIVERSITÄT MAINZ

[JOGU] StINE  
Das StudienInformationsNetz der JGU

MESSAGES/DATES **STUDIES** SERVICE APPLICATION/REGISTRATION COURSE CATALOGUE HELP

► Modules/Courses

► Examinations


Registered examinations

▼ Exam registrations




► Results

Contact

Name: Maxi Mustermann on: 18.07.2018 on: 08:13

log out  Deutsch

### Exams offered for registration for Maxi Mustermann

Exams			
Choose a semester			
Course/Module semester: <input type="text" value="WiSe 2018/19"/>  Refresh			
 My exams			
No.	Course/module	Exam	Date
00.212.01	Course 1 (M.00.212.100 , 00.212.01 )	Written Examination 1. Date	Fri, 1. Mar. 2019 08:00-09:00
			 Register

## Entering the TAN

You must then confirm the registration by entering a transaction number (TAN). To do so, type in an unused TAN from your current TAN list in the lower part of the screen and click the **Submit** button on the right. Then cross out the TAN that you have used from your TAN list, as it is now invalid. For more information on the TAN procedure, please refer to **TAN procedure** section:

**TAN = EXAM  
REGISTRATION**

<https://info.jogustine.en.uni-mainz.de/students/registering-exam/>

The screenshot shows the JOGU StINE website interface. At the top left is the logo for Johannes Gutenberg Universität Mainz. At the top right is the logo for JOGU StINE, with the tagline 'Das StudienInformationsNetz der JGU'. Below the logos is a navigation bar with tabs for 'MESSAGES/DATES', 'STUDIES', 'SERVICE', 'APPLICATION/REGISTRATION', 'COURSE CATALOGUE', and 'HELP'. The 'STUDIES' tab is active. On the left side, there is a sidebar menu with options: 'Modules/Courses', 'Examinations' (expanded to show 'Registered examinations' and 'Exam registrations'), 'Results', and 'Contact'. The main content area shows the user's name 'Maxi Mustermann' and the date '18.07.2018'. There is a 'log out' button and a language selector set to 'Deutsch'. The section is titled 'Exam registration'. A note says: 'Please check the registration data below. Confirm to register.' Below this is a table with the following data:

No.	Name	Exam (Weighting)	Date
00.212.01	Course 1	Written Examination (100%)	1.Date (01.03.19   08:00, Room Room 11)

Below the table is a 'Confirm' section with a 'Submit' button. A text field contains the TAN '123456', which is highlighted with a red box.

# Exams

- Exams can be repeated **twice**  
(i.e., a total of three attempts: the first attempt+ two retake exams)
- You cannot retake an exam to get a better grade once you succeed
- **Change of registered modules and courses**
  - If you want to drop an elective module and have already registered for the exam at least once, you can only do this by using a **joker**. => [Joker form](#)
  - You can use a maximum of two jokers during your studies in the MIEPP.
  - You can use a joker for an elective module after you have failed the exam for the first, second or third time.

# Sick during exam(s)

If you are sick during an exam, you will have to provide a doctor's note **immediately** (rules and form can be found in the [Study Office's download center](#)).

The **ORIGINAL** medical certificate (no email!) must be handed in by the 3<sup>rd</sup> working day after the exam.



**Attest/Formular für den Krankheitsnachweis**  
zur Vorlage beim Studienbüro des Fachbereichs 03

Das Attest kann auch formlos erstellt werden, sofern es alle Angaben dieses Formulars enthält.  
Bitte beachten Sie die Informationen zu Fristen und zur Attestform in den beigefügten Hinweisen.  
Das Attest muss unverzüglich, d.h. spätestens am dritten Werktag nach dem Prüfungstermin im Studienbüro eingereicht werden.

**JG|U**  
JOHANNES GUTENBERG  
UNIVERSITÄT MAINZ

Name, Vorname \_\_\_\_\_ Matrikelnummer \_\_\_\_\_  
Anschrift: Straße, Hausnummer, PLZ, Wohnort \_\_\_\_\_  
Studiengang \_\_\_\_\_

**Von meiner Erkrankung betroffene Prüfungen:**

Datum der Prüfung	Fach	Handelt es sich um eine wiederholte Prüfungsunfähigkeit d.h. sind Sie von dieser Prüfung bereits einmal wegen Prüfungsunfähigkeit zurückgeblieben?
		<input type="checkbox"/> Nein <input type="checkbox"/> Ja, einmal <input type="checkbox"/> Ja, zwei Mal
		<input type="checkbox"/> Nein <input type="checkbox"/> Ja, einmal <input type="checkbox"/> Ja, zwei Mal
		<input type="checkbox"/> Nein <input type="checkbox"/> Ja, einmal <input type="checkbox"/> Ja, zwei Mal
		<input type="checkbox"/> Nein <input type="checkbox"/> Ja, einmal <input type="checkbox"/> Ja, zwei Mal

**1. Bei erstmaliger Prüfungsunfähigkeit: Erklärung durch Ärztin/Arzt/psycholog. Psychotherapeutin/en**  
Hiermit stelle ich fest, dass die o. g. genannte Patientin/der o. g. genannte Patient für die o. g. Prüfung/en nicht prüfungsfähig ist.

Die Krankheit besteht:  
 dauerhaft/auf nicht absehbare Zeit  vorübergehend von: \_\_\_\_\_ bis (voraussichtlich) einschl.: \_\_\_\_\_  
(bitte konkretes Datum) (bitte konkretes Datum)

Datum \_\_\_\_\_ Uhrzeit \_\_\_\_\_ Praxisstempel und Unterschrift \_\_\_\_\_

**2. Bei zweiter Prüfungsunfähigkeit: Erklärung durch Ärztin/Arzt/psycholog. Psychotherapeutin/en**  
Meine heutige Untersuchung zur Frage der Prüfungsfähigkeit bei der o. g. Patientin/dem o. g. Patienten hat folgendes ergeben (Krankheitssymptome/Art der Leistungsminderung; keine Diagnose):  
\_\_\_\_\_  
\_\_\_\_\_  
(Wichtig: Schenklungen in der Tagesform, Examenanst. Prüfungsstress und ähnliche Erscheinungen sind keine erheblichen Beeinträchtigungen!)

Die Krankheit besteht:  
 dauerhaft/auf nicht absehbare Zeit  vorübergehend von: \_\_\_\_\_ bis (voraussichtlich) einschl.: \_\_\_\_\_  
(bitte konkretes Datum) (bitte konkretes Datum)

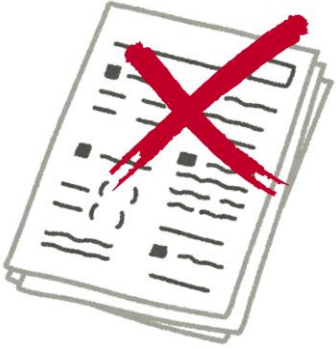
Datum \_\_\_\_\_ Uhrzeit \_\_\_\_\_ Praxisstempel und Unterschrift \_\_\_\_\_

**3. Dritte Prüfungsunfähigkeit<sup>1</sup> oder Prüfungsabbruch: Erklärung durch Amtsärztin/Amtsarzt/Krankenhausärztin/-arzt (auf eigenem Formular)**

<sup>1</sup> Erste Krankmeldung bei einer Klausur  
<sup>2</sup> Zweite Krankmeldung bei der gleichen Klausur  
<sup>3</sup> Dritte Krankmeldung bei der gleichen Klausur



# Repeating exams



Failed an exam/  
Missed an exam



18 months to repeat



Choose your preferred  
exam date

- Flexible planning: choose your exam date within 18 months
- Respect the deadline: missing it results in a failed attempt (5.0)
- Register/deregister only during official registration phases
- 18-month rule applies in all cases (failed, absent, or sick)



# Master's Thesis Registration

- You can register for your thesis at **any time** during your studies, provided that you have already successfully completed **60 credit points**.
- You **must** register your thesis by the end of your **6th semester** (Fachsemester) the latest. Otherwise, the first attempt will be graded with 5.0.
- You have a total of **2 attempts** for the Master's thesis.



# Today's Welcome Events

14:00 – 16:00 (HS VII)  
Welcome Words by your Professors



17:00 – 20:00 (Kasematte)  
Welcome Event

# Invitation: International Evening



- Date: April, 29th, 2026 – 17:00-20:00
- Place: Kasematte
- Please let us know by April 22nd, 2026 if you're joining us!



<https://studienbuero.rewi.uni-mainz.de/international-evening/>





Questions?