

MA National & Transnational Studies

Guidelines for QISPOS registrations in Research Module II (semester 3 & 4)

(version from 20 December 2017)

Unfortunately, the QISPOS registration platform does not always clearly communicate which registrations need to be submitted when. Thus, here is an overview. As a rule, students need to submit the following registrations:

In semester 1 (winter semester):

- **Postgraduate Class 1** (i.e. the one for the winter semester of Research Module II; QISPOS registration **number 18003**)
If the registration platform lists several lecturer/examiners to choose from, please choose the person who is teaching the Postgraduate Class you are attending (e.g. if you're attending the Postgraduate Class in linguistics, choose the linguistics lecturer, not the literary studies lecturer).
If you are voluntarily attending more than one Postgraduate Class (e.g. because you have chosen the class in literary studies as your main one where you also do your independent study / research project, but also want to attend the linguistics one as an extra to extend your knowledge in that field although you are not doing your research project in linguistics), please only enter a QISPOS registration for your main Postgraduate Class, i.e. the one in the field in which you do your independent study / research project. The voluntary extra one will not need to be registered on QISPOS.

In semester 2 (summer semester):

- **Postgraduate Class 2** (i.e. the one for the summer semester of Research Module II; QISPOS registration **number 18004**)
If the registration platform lists several lecturer/examiners to choose from, please choose the person who is teaching the Postgraduate Class you are attending (e.g. if you're attending the Postgraduate Class in linguistics, choose the linguistics lecturer, not the literary studies lecturer).
If you are voluntarily attending more than one Postgraduate Class (e.g. because you have chosen the class in literary studies as your main one where you also do your independent study / research project, but also want to attend the linguistics one as an extra to extend your knowledge in that field although you are not doing your research project in linguistics), please only enter a QISPOS registration for your main Postgraduate Class, i.e. the one in the field in which you do your independent study / research project. The voluntary extra one will not need to be registered on QISPOS.
- **Independent Study** (QISPOS registration **number 18002**)
Although you already start your independent study / research project in semester 1, there is no separate QIS registration number for the first (winter semester) half. Instead, you will only get the grade/credit points after this one-year project is *completed*, which is at the end of the summer semester. Thus, there is only one QIS registration for independent study – in the summer semester.
If the registration platform lists several lecturer/examiners to choose from, please choose the person who is teaching the Postgraduate Class you are attending (e.g. if you're attending the Postgraduate Class in linguistics, choose the linguistics lecturer, not the literary studies lecturer).

If you are voluntarily attending more than one Postgraduate Class (e.g. because you have chosen the class in literary studies as your main one where you also do your independent study / research project, but also want to attend the linguistics one as an extra to extend your knowledge in that field although you are not doing your research project in linguistics), please only enter a QISPOS registration for your main Postgraduate Class, i.e. the one in the field in which you do your independent study / research project. The voluntary extra one (where you do not do an independent study / research project) will not need to be registered on QISPOS.

- **Portfolio** (which counts as the “**Module Examination**”; QISPOS registration **number 18010**)
If the registration platform lists several lecturer/examiners to choose from, please choose the person who is teaching the Postgraduate Class you are attending (e.g. if you’re attending the Postgraduate Class in linguistics, choose the linguistics lecturer, not the literary studies lecturer).

If you are voluntarily attending more than one Postgraduate Class (e.g. because you have chosen the class in literary studies as your main one where you also do your independent study / research project, but also want to attend the linguistics one as an extra to extend your knowledge in that field although you are not doing your research project in linguistics), please only enter a QISPOS registration for your main Postgraduate Class, i.e. the one in the field in which you do your independent study / research project (since the portfolio is also tied to that research project). The voluntary extra Postgraduate Class will not need to be registered on QISPOS.

The abovementioned guidelines apply to all who study according to our regular semester plan.

However, in **exceptional cases**, a student’s study plan might diverge from our usual model, for instance when s/he spends a whole semester abroad and thus misses that semester’s Postgraduate Class. In that case, the student in question should discuss alternative arrangements for the planning of his/her Research Module (and thus also for that module’s QISPOS registrations if necessary) with the MA NTS coordinators and the student advisory service; they should do so as early in advance as possible.