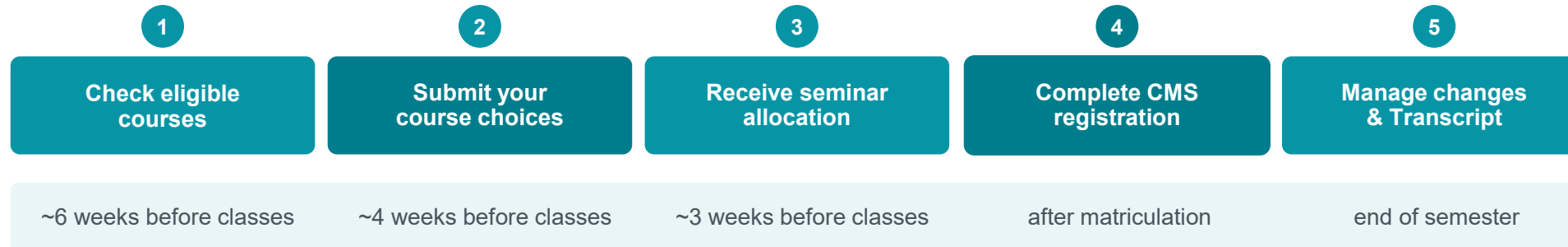


Course Selection for Incoming Students

General Timeline



Contact

Coordinators M.Sc. Aylin Gögsen
M.Sc. Linda Reimann
B.Sc. Janne Schober

Email psy.international@uni-muenster.de

Phone +49 251 83 39126

Website [Klick here](#)

Office / Appointment Fliednerstr. 21 · Room 69a / IV
D-48149 Münster

Telephone office hour Thursday, 14:00–15:00
(or by appointment)

Course Selection for Incoming Students

1

Check eligible
courses

2

Submit your
course choices

3

Receive seminar
allocation

4

Complete CMS
registration

5

Manage changes
& Transcript

1 · Check eligible courses

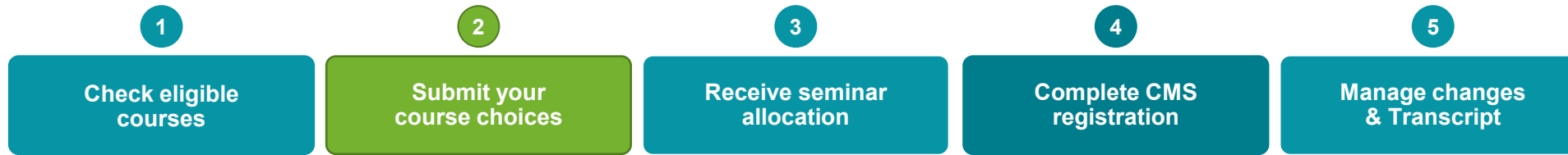
Eligible course

- most courses offered by the **Department of Psychology**
- detailed information about the courses are in our module handbooks:
 - [B.Sc.](#)
 - [M.Sc.](#)
- few English-taught classes by the **Department of Sport and Exercise Psychology** (“Human Movement in Sports and Exercise”)
- [Language classes](#)
- [General studies](#)

Restrictions

- Bachelor-students can only choose courses on Bachelor level
- Master-students can choose courses on Bachelor- and Master-level
- Advanced courses (Vertiefungen) are usually taught in German; C1 German is required
- Incoming students cannot choose courses in Diagnostic and Statistic as well as non-subject courses and preparatory course of the IKON Master and seminars in the KLIPPT Master.
- Human Movement in Sports and Exercise: max. 2 spots per seminar

Course Selection for Incoming Students



2 · Submit your course choices

Online Booking Tool

- use our [online booking tool DFN](#) to submit your course wishes
- **choose yes/no** only, there are no priorities
- **book one or two more courses** than you ultimately need

Additional Information

Lectures

- usually held in **German**
- **no place restrictions**
- usually a written exam in German, in few cases in English
- students receive a **grade**

Seminars

- **limited capacity** (places allocated by lottery if demand exceeds capacity)
- usually taught in German, but sometimes in English
- usually requires a presentation or written coursework
- **attendance** is usually **mandatory**
- usually **no grade**, unless arranged with the instructor at the beginning of the seminar

Parallel Seminars

- multiple seminars per module with comparable content and equal ECTS
- **select every time slot** you can attend, **ultimately** you will be **assigned to one slot**
- **preference** to assign incoming students to **English-taught groups**, if possible

Attention

Make sure to submit your course selection within the specified **deadline**. Course requests submitted after the deadline cannot be considered.

Course Selection for Incoming Students

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2 · Submit your course choices

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- **book one or two more courses** than you ultimately need

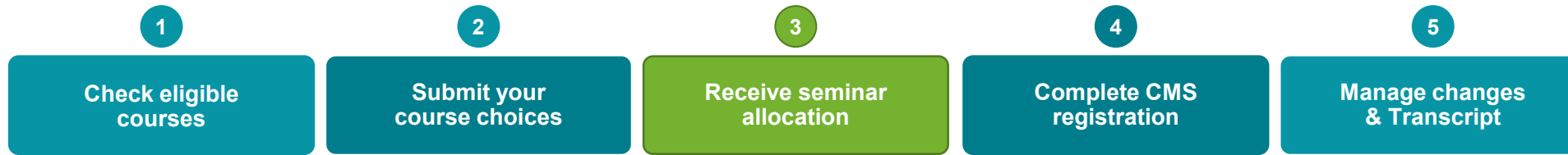
How to maximise ECTS

- 1. Additional ECTS** Incoming students can receive additional ECTS across seminars, lectures and sport-related courses: +2 ECTS for German-taught courses, +1 ECTS for English-taught courses, and an additional +1 ECTS via an extra assessment (maximum: 5 ECTS per standard course; 14 ECTS per advanced seminar). The additional ECTS credits are already included in our DFN survey.
- 2. Sport and Exercise courses** Incoming students may participate in more English-taught courses offered by the Department of Sport and Exercise.
- 3. Why lectures matter** Lectures usually have much higher capacity. We strongly recommend them, especially German-taught lectures because they offer a +2 ECTS bonus (already included in the DFN survey) and sometimes still allow an exam in English.
- 4. [Language classes](#)** Courses from the Language Center are usually worth 6 ECTS and must be organized independently before arrival
- 5. [General Studies](#)** General Studies are separate from the Department of Psychology, follow different registration periods and must also be organized independently before arrival

Attention

Make sure to submit your course selection within the specified deadline. Course requests submitted after the deadline cannot be considered.

Course Selection for Incoming Students



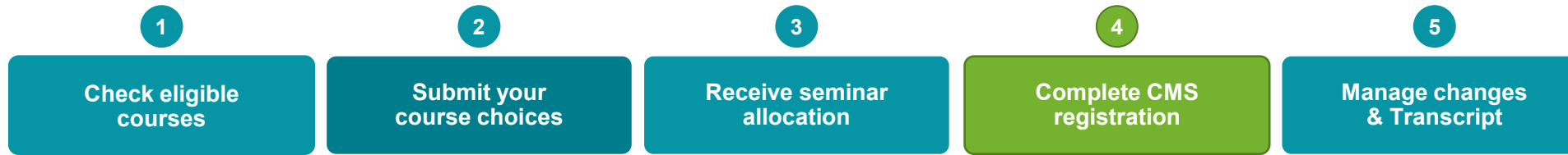
3 · Receive seminar allocation

Check the Class Allocation

- results of your course preferences are uploaded to **Sciebo**
- you will receive a link and password via mail to access your allocation results
- you will see which seminar places you received & can plan your final semester schedule

Please contact us, if there are any questions or problems!

Course Selection for Incoming Students



4 · Complete CMS registration *(only possible after matriculation)*

Seminars

- you **are already enrolled** in CMS for any **seminars** in which you received a place through the course selection process
 - find these seminars under “My Study Plan”
- **for each seminar, you must register** for the “**Studienleistung**” (study achievement) within the **central registration period**
 - To do so, open the seminar and click the blue “Register” (“Anmelden”) button

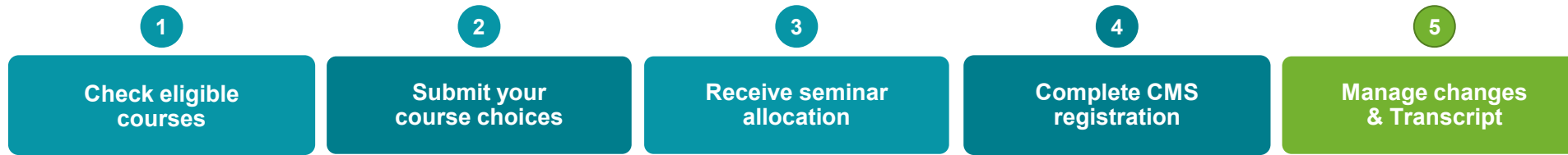
Lectures

- find lectures in the course catalogue
- **you register** for a **lecture** by clicking the blue button (“**Buchen**”)
- since lectures have no capacity restrictions, you can simply enroll in them yourself
- after booking a lecture, **you must register** for the corresponding examination (“**Prüfungsleistung**”) within the **central registration period**

If you do not register by the deadline, you cannot take the exam or receive credits!

Guide for CMS: For a comprehensive guide on how to register in CMS check our [Website](#) (available after 10/2026)

Course Selection for Incoming Students



5 · Manage changes & Transcript

Changes

- **drop classes**, preferable **within the first** week of the semester, in CMS and inform your teacher if you will not attend, this prevents unwanted entries on your Transcript of Records
- **cancel** exams **within the registration period**, otherwise they will appear as “failed” on your Transcript
- keep your bookings in CMS consistent with your actual attendance

Transcript of Records

- **download** your official **Transcript** from CMS once all results have been entered
- **Language Centre** and **General Studies** courses do not appear on the CMS Transcript
 - get a separate certificate by contacting the responsible department or instructor yourself