Bauhaus-Universität Weimar

Sprachenzentrum

The Language Centre has its own software to ease the registration process and data administration. We hope to be able to improve our services for you.

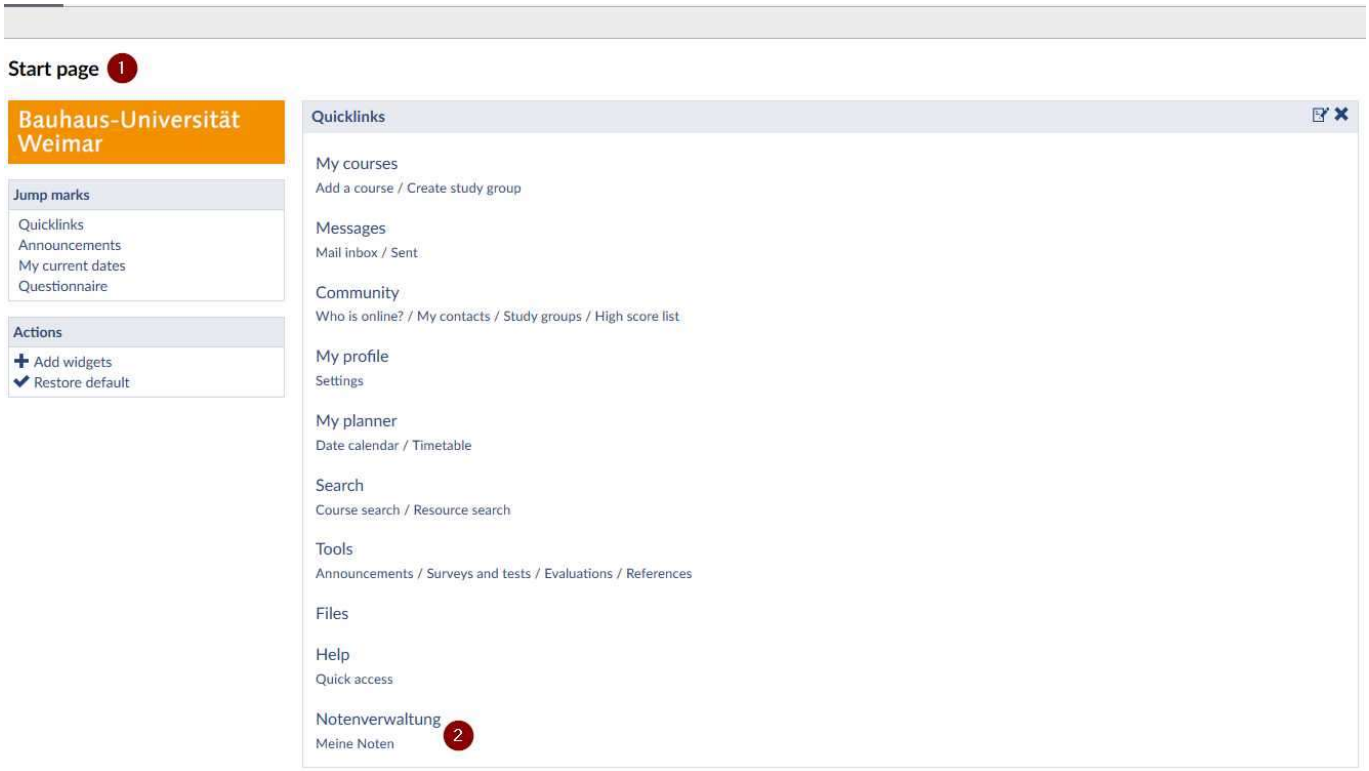
You will only need to register once. After that, you will always have access to the data regarding your registrations for our courses, the placement tests and the meetings for course times yet to be determined. In addition, you will be able to view your exam or placement test results and print certificates of attendance.

Please note that the following browsers are the most suitable ones for the new system: **Chrome, MS Edge, Safari, Firefox**. Using Microsoft Explorer may cause some faulty results. Its use is not recommended.

Below you will find some information about how to save or print your **Certificate of Attendance** at the end of a semester.

1. Grade List (Notenverwaltung)

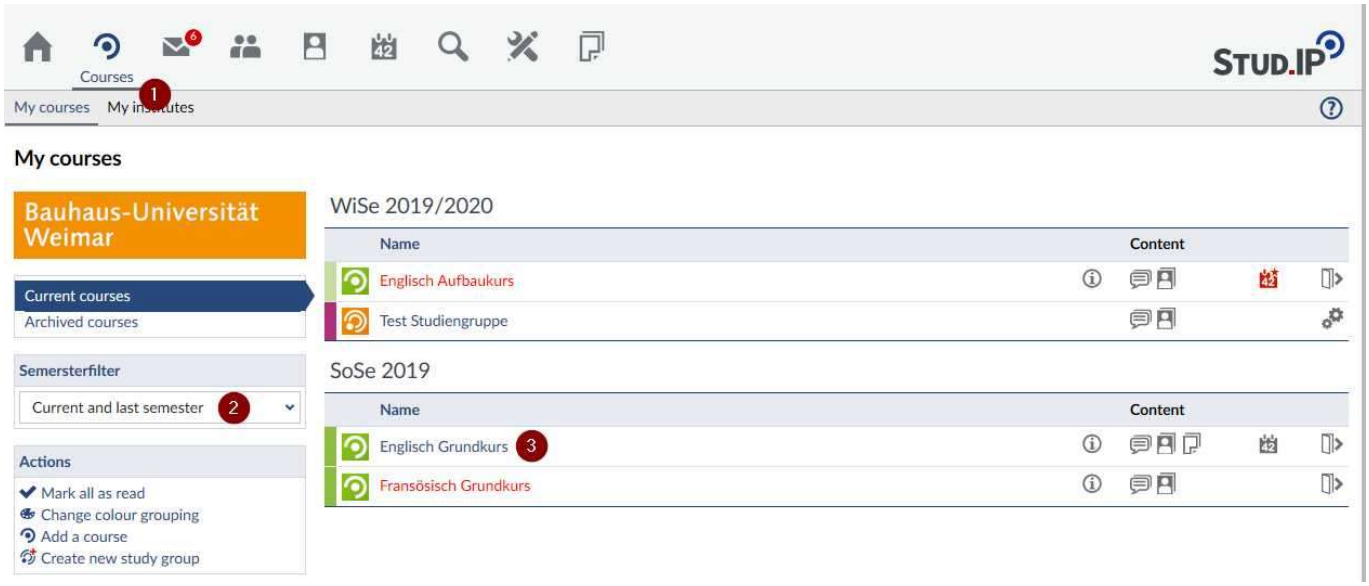
On the starting page (1) you will see an overview of the courses you attended. The grades you achieved can be found under Notenverwaltung (= grade list) (2).

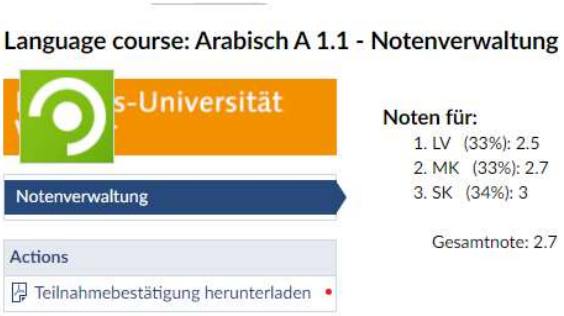


2. Certificate of Attendance

Select (1) *Courses - My courses*, (2) the *semester* and (3) the *course* you would like to download the certificate for.

Please make sure that you set the correct semester in the semester filter (2).



3. Download and print Certificate of Attendance

Under **Actions**, click on *Teilnahmebestätigung herunterladen* (= download certificate)