Tips for the exam preparation for international students

General Information

- In general, the exams at the School of Business and Economics account for 100% of the final course grade.
- It is your responsibility to prepare and follow-up on your lectures and practice courses.

When to begin your exam preparation

- In our experience, students begin with the exam preparation about 4 weeks before the examination date. Please note that this only refers to the revision process, of course you are expected to complete assignments and work sheets as scheduled!

How to prepare for the exams

- Some lectures are accompanied by practice courses where exercise sheets and assignments are reviewed. It is very important to practice the exercises from the exercise sheets. You need to be able to do the exercises by yourself, since they are usually compiled in a way that simulates the style of the exam questions.
- Some professors upload mock exams or exams from previous semesters to ILIAS. It is strongly recommended to practice these exam questions.

When to write the exam

- There are two examination periods. The first period is at the end of the lecture period; the second one takes place at the end of the semester break.
- We strongly recommend that you write your exams during the first period so you may use the second exam period to re-sit an exam if needed.

Remote exams

- Remote exams may only be arranged for students who are unable to attend an exam in the first exam period in person due to conflicting semester dates or for students who have failed an exam in the first exam period and are unable to attend the re-sit exam in person.
- Please find further information on remote exams, as well as the application form on our website: https://uni-tuebingen.de/de/122572: >Downloads and Links >Application for Remote Exams
- Please contact your lecturers at the beginning of the semester if you will need to take an early examination to find out whether an oral exam, a term paper or a remote exam will be offered.

Exam Registration

- It is mandatory to register for all of your exams during the registration period (https://uni-tuebingen.de/de/129127) by filling in the registration form and sending it to the examination office via email (pruefungsamt@wiso.uni-tuebingen.de). Please also send a copy of the registration form to Vera Klöckner (vera.kloeckner@uni-tuebingen.de).
- The application for remote exams needs to be submitted during the registration!