

Web registration for students at the Department of History

You have been admitted to Lund University. You must register on the course and attend the mandatory first meeting to keep your place. The Student Portal is an IT service where students can log in and perform several administrative tasks. Log in to the student portal and choose Course registration.

Log in to the [Student Portal](#) with your Student account and password. At passport.lu.se you will find all the password functions. New students can activate their central student account by using their log in information from antagning.se (universityadmission.se). If you have forgotten your password you can order a new one. You can change your current password.

When you have logged in you change the language to English by clicking Change Language in the top right corner of the web site. Choose semester and the alternatives you can register on are listed. If no alternatives are listed you the course is not open for registration at the moment. Contact the department before the registration period ends.

Do not forget the mandatory first meeting. If you do not attend the meeting you lose your place on the course. If you cannot attend you must contact the department before the meeting.

NOTE! If you do not register and attend the meeting within the time limit you automatically decline your place on the education. Your place will then be given to a student on the waiting list.

Administrator

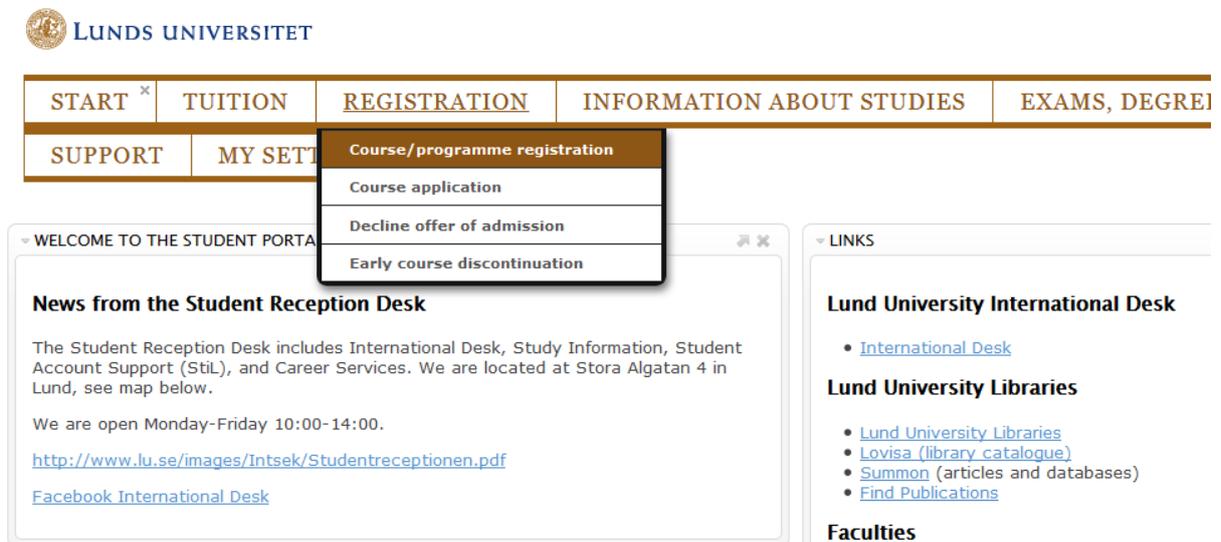
Ingegerd Christiansson: hist@hist.lu.se, +046(0)46-222 79 60

Academic advisor

Anna Walette: studievagledare@hist.lu.se, +046(0)46-222 79 62

Registration for students

Log in to the student portal and choose Course/programme registration.



LUNDS UNIVERSITET

START ^x	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREE
SUPPORT	MY SETTINGS	Course/programme registration		
		Course application		
		Decline offer of admission		
		Early course discontinuation		

WELCOME TO THE STUDENT PORTAL

News from the Student Reception Desk

The Student Reception Desk includes International Desk, Study Information, Student Account Support (StiL), and Career Services. We are located at Stora Algatan 4 in Lund, see map below.

We are open Monday-Friday 10:00-14:00.

<http://www.lu.se/images/Intsek/Studentreceptionen.pdf>

[Facebook International Desk](#)

LINKS

Lund University International Desk

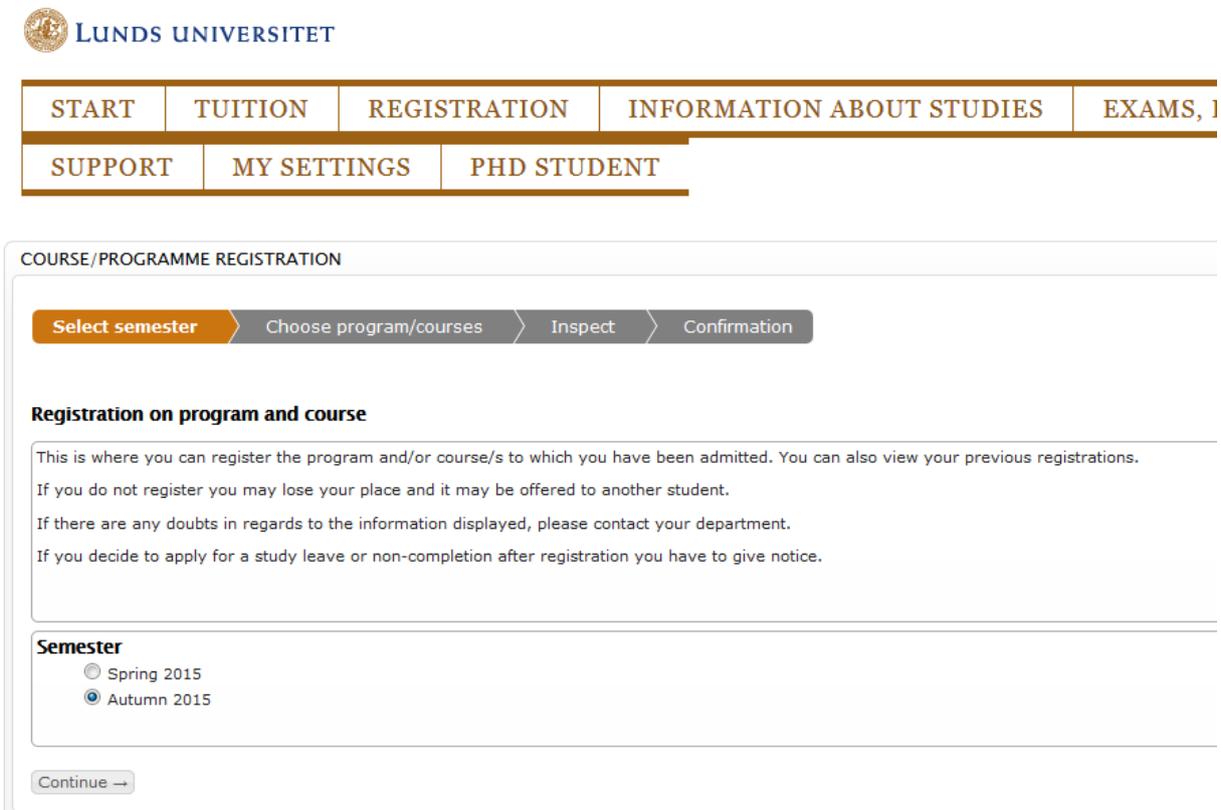
- [International Desk](#)

Lund University Libraries

- [Lund University Libraries](#)
- [Lovisa \(library catalogue\)](#)
- [Summon \(articles and databases\)](#)
- [Find Publications](#)

Faculties

Choose semester and click Continue.



LUNDS UNIVERSITET

START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREE
SUPPORT	MY SETTINGS	PHD STUDENT		

COURSE/PROGRAMME REGISTRATION

Select semester > Choose program/courses > Inspect > Confirmation

Registration on program and course

This is where you can register the program and/or course/s to which you have been admitted. You can also view your previous registrations.

If you do not register you may lose your place and it may be offered to another student.

If there are any doubts in regards to the information displayed, please contact your department.

If you decide to apply for a study leave or non-completion after registration you have to give notice.

Semester

Spring 2015

Autumn 2015

Continue →

Here you can see your admissions to programmes, courses and/or exchange studies. In the right hand column you get a message if you for some reason cannot register through the student portal. If it is not possible via the student portal your department must register you for the semester. Then you can register for your studies.



START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES
SUPPORT	MY SETTINGS	PHD STUDENT			

COURSE/PROGRAMME REGISTRATION [Return to dashboard](#)

Select semester > **Choose program/courses autumn 2015** > Inspect > Confirmation

Choose the program and courses you wish to register on. If you are admitted with requirements you must contact your department to be registered.

Choose program and courses ✔ = Already made registrations

Program				
Program semester	Title	Specialization	Registration period	Message
<input checked="" type="checkbox"/> 5	Bachelor of Science Programme in Service Management	Retail Management	-	

Exchange studies							
Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
<input type="checkbox"/>	30.0	China	Tsinghua University	External relations	-	2015-08-10 - 2015-12-20	

Choose courses

Courses
There are no courses available for selection

← Abort ← Back Continue →

Tick the alternative/-s that you wish to register for and click Continue.



START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES
SUPPORT	MY SETTINGS	PHD STUDENT			

COURSE/PROGRAMME REGISTRATION [Return to dashboard](#)

Select semester > **Choose program/courses autumn 2015** > Inspect > Confirmation

Choose the program and courses you wish to register on. If you are admitted with requirements you must contact your department to be registered.

Choose program and courses ✔ = Already made registrations

Program				
Program semester	Title	Specialization	Registration period	Message
<input checked="" type="checkbox"/> 5	Bachelor of Science Programme in Service Management	Retail Management	-	

Exchange studies							
Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
<input checked="" type="checkbox"/>	30.0	China	Tsinghua University	External relations	-	2015-08-10 - 2015-12-20	

Choose courses

Courses
There are no courses available for selection

← Abort ← Back Continue →

Inspect and approve your registrations by clicking on Register.



START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES
SUPPORT	MY SETTINGS	PHD STUDENT			

COURSE/PROGRAMME REGISTRATION [Return to dashboard](#)

Select semester > Choose program/courses autumn 2015 > **Inspect** > Confirmation

Inspect your choices and approve your registration by clicking on the "Register"-button.

Inspect and approve registrations

No program or courses have been selected
No program or courses have been selected

Exchange studies

	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
<input checked="" type="checkbox"/>		30.0	China	Tsinghua University	External relations	-	2015-08-10 - 2015-12-20	

[Abort](#) [Back](#) [Register](#)

You get a confirmation that the registration has been made. Click on "Show registrations" to view your confirmed registrations (the little arrow) to verify that your registration was finalized.



START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS,
SUPPORT	MY SETTINGS	PHD STUDENT		

COURSE/PROGRAMME REGISTRATION

Select semester > Choose program/courses autumn 2015 > Inspect > **Confirmation**

Your registration is accepted. Click on "Show registrations" to view your confirmed registrations.

Registrations received
We have received registrations for [redacted] for semester autumn 2015 and have fulfilled them.

Show registrations

If you would like to try to register again you can [Start over](#).

If all went well you should be able to see completed registrations:



START	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES	EXAMS, DEGREES & CAREER	SERVICES
SUPPORT	MY SETTINGS	PHD STUDENT			

COURSE/PROGRAMME REGISTRATION Return to dashboard

Select semester > Choose program/courses autumn 2015 > Inspect > **Confirmation**

Your registration is accepted. Click on "Show registrations" to view your confirmed registrations.

✓ **Registrations received**
We have received registrations for [redacted] for semester autumn 2015 and have fulfilled them.

▼ Hide registrations

Registrations autumn 2015 ✓ = Made registrations

Exchange student registration								
	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week	Registration period	Message
✓		30.0	China	Tsinghua University	External relations	-	-	Registration is not allowed. You are already registered for exchange studies this term.

If you would like to try to register again you can [Start over](#).

You can also see your registrations under Information about studies > Results and registrations.



START ^x	TUITION	REGISTRATION	INFORMATION ABOUT STUDIES
SUPPORT	MY SETTINGS	PHD STUDENT	<div style="border: 2px solid black; padding: 5px; margin: 5px 0;"> Results and registrations </div> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Certificates and transcripts </div>

Click on the Registrations tab:

Results	Registrations	Admissions						
Program registrations								
Semester	Program	Specialization	Program semester	Title		Credits	Registration type	
H15	SGSMA	RETA	5	Bachelor of Science Programme in Service Management		180	FFG	
V15	SGSMA	RETA	4	Bachelor of Science Programme in Service Management		180	FFG	
H14	SGSMA	RETA	3	Bachelor of Science Programme in Service Management		180	FFG	
V14	SGSMA	RETA	2	Bachelor of Science Programme in Service Management		180	FFG	
H13	SGSMA	RETA	1	Bachelor of Science Programme in Service Management		180	FFG	
Course registrations								
Semester	Course code	Title	Program	Start week	End week	Credits	Registration type	Non-completion date
V15	KSMB41	Methods and Analytical Skills	SGSMA	201504	201523	15.0	FFG	
V15	KSMA44	Retail Management - Place Development and Business Relations	SGSMA	201504	201523	15.0	FFG	
H14	KSMA32	Service Management: Financial Accounting and Management Accounting in the Service Sector	SGSMA	201436	201503	15.0	FFG	
H14	KSMA31	Service Management: Managing, Organizing and Marketing in Service Organizations	SGSMA	201436	201503	15.0	FFG	
V14	KSMA23	Retail Management - the Store	SGSMA	201404	201423	15.0	FFG	
V14	KSMA25	Service Management: Consumption, Identity and Communication	SGSMA	201404	201423	15.0	FFG	
H13	KSMA12	Service Management: Development of the Service Sector: Economics and Economic Geography Perspectives	SGSMA	201336	201403	15.0	FFG	
H13	KSMA11	Service Management: Introduction to Service Management and Service Studies	SGSMA	201336	201403	15.0	FFG	
Exchange studies								
Semester	Exchange Program	Credits	Country	University	Responsible Department	Starting Week/Ending Week		
20152	Bilateral avtal	30.0	China	Tsinghua University	External relations	-		
Approved study break								
There are no Student breaks								