Module Registration Guidance for First Year Students of German with Business Management – 2025-26

Welcome to the School of The Arts (STA), here at Queen Mary University of London.

As a new first year student of German with Business Management you now need to 30 credits of optional module choices.

All students must take 120 credits (including your core/compulsory modules), over two semesters (Semester A: September – December and Semester B: January – April).

Choosing your Modules

As a first year student, you are required to take the following core/compulsory module(s):

- Depending on your language level, you will be placed onto ONE of the following:
 - o GER4201 Introductory German [Beginners] (30 credits, Full Year, Level 4).
 - o GER4205 German I Intensive [Post GCSE] (30 credits, Full Year, Level 4).
 - GER4204 German I [Post A-Level and Native/Heritage Speaker] (30 credits, Full Year, Level 4).
- SML4006 Culture and Language (30 credits, Full Year, Level 4).
- BUS001 Fundamentals of Business (15 credits, Semester A, Level 4).
- BUS017 Economics for Business (15 credits, Semester B, Level 4).

| SEMESTER A | SEMESTER B |
|--|--|
| Introductory German/German I | Introductory German/German I |
| Intensive/German I (Full Year) | Intensive/German I (Full Year) |
| SML4006 Culture and Language (Full Year) | SML4006 Culture and Language (Full Year) |
| BUS001 Fundamentals of Business (15 credits) | BUS017 Economics for Business (15 credits) |

TOTAL: 90 credits (45 credits in Semester A and 45 credits in Semester B).

You now need to choose **30 credits** of optional credits from **the School of the Arts at Level 4**. To ensure your module choices are balanced, you should choose 15 credits in Semester A and 15 credits in Semester B.

You will need to use the following tools to make your main module choices and submit reserve choices. We require reserve module choices in case we are unable to place you onto your preferred choices. Be sure to only choose reserve choice modules from within STA.

Module Registration reference tools

Here is a list of documents and sites that offer further information regarding your core/compulsory modules and your programme as a whole:

- The STA Module Registration QM+ page: https://qmplus.qmul.ac.uk/course/view.php?id=27036
- STA Level 4 Optional Modules List: https://qmplus.qmul.ac.uk/mod/resource/view.php?id=3253809
- How to find out your timetable or an individual modules timetable guide: https://qmplus.qmul.ac.uk/mod/resource/view.php?id=2928797
- MySIS: https://mysis.qmul.ac.uk/urd/sits.urd/run/siw_lgn

 Student MySIS Module Registration Guide: https://qmplus.qmul.ac.uk/mod/resource/view.php?id=2928796

What happens next?

Once you have submitted your preferred and reserve choices modules into MySIS, the STA Education Team will consider your requests before finalising your choices.

Submitting your choices does not mean that you have automatically been allocated a place on these modules. When your modules have been confirmed (your MySIS record will show your selection as 'CON'), and your timetable will populate within 24-48 hours (sometimes longer depending on the system) and then you will be allocated to any specific seminars/groups.

If we are unable to accommodate any of your choices (both preferred or reserve choices), the STA Education Team will select a module on your behalf to complete your module registration.

If you wish to make a change to your confirmed modules, you will be able to submit a Module Change Request. Information regarding how to do this can be found on Page 15 of the <u>Student MySIS Module Registration Guide</u>.

Should you wish to discuss your module choices with your Academic Advisor, you will be able to arrange to do so during Welcome Week (you will receive further information regarding your Academic Advisor during Welcome Week).

If you have any problems submitting your module choices into MySIS, please contact the STA Education Team via <u>AskQM</u> > Programme & Module Support > School of the Arts.

If you have any questions regarding your programme, please contact the STA Education Team via <u>AskQM</u> > Programme & Module Support > School of the Arts.