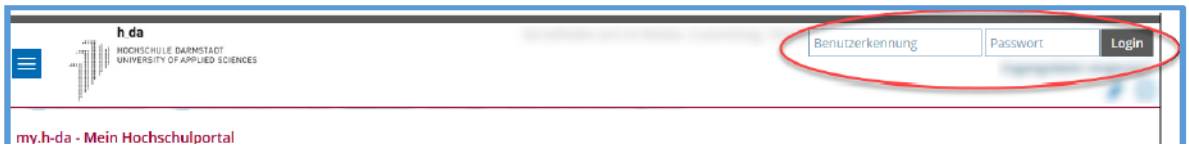
h_da
HOCHSCHULE DARMSTADT
UNIVERSITY OF APPLIED SCIENCES
fbeit
FACHBEREICH ELEKTROTECHNIK
UND INFORMATIONSTECHNIK

Brief Instruction: Applying for Lectures and Labs in my.h-da

1. Log in

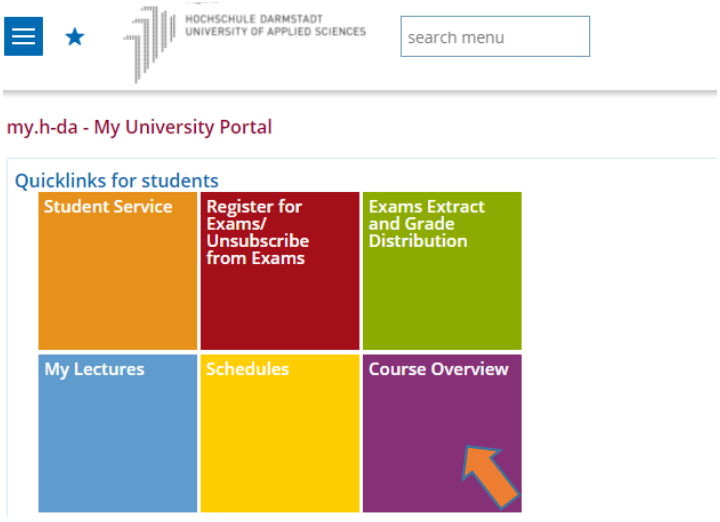
- Call up the https://my.h-da.de page in your browser and log in at the top right with your h_da user ID and password. At the bottom right you can switch to English.



- At the bottom right you can switch to English.

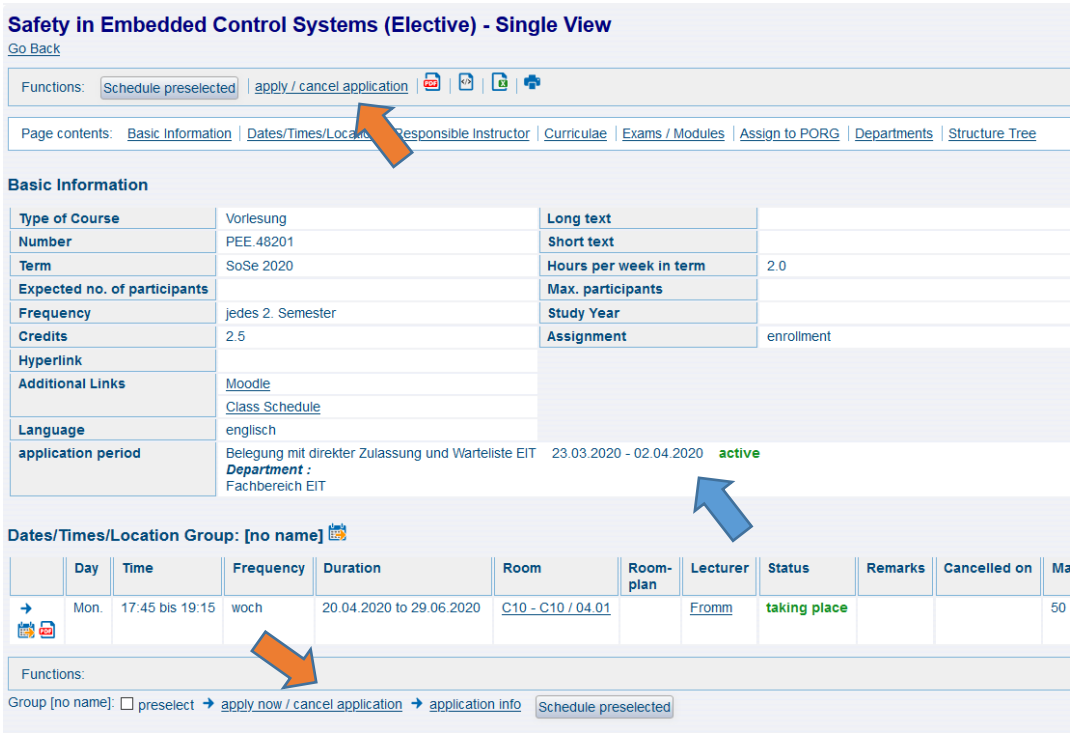
2. Choose your lecture

- Use the course catalogue to select the desired lecture or lab.



- Please check if you are in the correct semester at the top right:

- Here is an overview of a lecture as you see it then:



3. Enrolment

- Click on the "apply / cancel registration" button. You get the following screen:

- Check whether it is the right course and click on “apply”. You will then receive a confirmation immediately:

4. Deregistration

- If you have accidentally applied for a course or do not want to attend, you can also cancel the registration. In the single view (see figure at point 2), click on the "apply / cancel registration" button again. You will then receive the following information:

- Please place a checkmark next to „cancel application“ (orange arrow) and click the button “cancel registration” (blue arrow).
- Again, you will receive a confirmation immediately:

If you any problems with applying for lectures in lab, please send an email to belegung.fbe@h-da.de . Please write down all information: your name, matrikel-ID, the course and a screenshot with the problem.