To students on the Bachelor’s degree programme at the Faculty of Science

Instructions for registration on courses within the programme

Please note that all those who are admitted to the Bachelor’s degree programme at the Faculty of Science must sign up for courses before the start of each semester. Always register for a few alternative course options, as it is hard to get a place on some courses. Opportunities for late registration are also limited. Do not forget to confirm attendance when you get your notification of admission!

REGISTRATION

You register for courses within the programme via http://www.universityadmissions.se (select Log in at the top of the page). In the Log in window, under ”Are you already a student?” select Lund University in the drop-down menu, then click on Go to student portal. You will need your student account and your password.

If you have lost your user identity or your password, you can get a new one on https://passport.lu.se. Log in with your personal identity number and your password for universityadmissions.se. You can also get a temporary code from the Student Reception at the University, which you can use to create a new password. In addition, you can contact the LU Service Desk by phone on 046-222 90 00 on weekdays between 08:00 and 17:00 or online at https://luservicedesk.service-now.com/support/.

If you need a new password for universityadmissions.se, please contact universityadmissions.se about this. Please note that the LU Service Desk cannot respond to questions concerning admissions.

Register in good time!! There may be many people trying to access the registration system close to the deadline.

The deadline for registration is 15 October.

SIGNING UP FOR COURSES

When you register, use the options marked as ”Course within programme” on universityadmissions.se to get the courses included in your programme. As a student on a degree programme, you are to prioritise your registration options within the programme at the top of the list. That way, you don’t risk having unnecessary gaps in your degree programme studies. Search for back-up options for courses on which it is hard to get a place. If your courses DO NOT appear within the Bachelor of Science programme despite you having logged in as a programme student, you must immediately contact your study advisor so that the problem can be addressed. This only applies to courses within the Bachelor of Science programme and not to courses from other faculties or universities.
You can sign up for courses within the programme as long as you have been registered for less than the programme’s scope in credits (180 credits for a Bachelor’s degree).

Please note that what is essential is not how many credits you have earned, but how many credits you have been registered for within the programme. If you apply for courses within the programme and it emerges that you are already registered for the number of credits corresponding to your programme, your application will be transferred to a freestanding course, if possible.

Please note that certain courses are only announced for programme students (e.g. degree project courses) and you must be logged in as a student for these courses to appear as options on universityadmissions.se.

NB! Regardless of whether you are applying for courses within a programme or as freestanding courses, you cannot be admitted to more than 45 credits in total. Before selection, you can delete registration options, but you cannot add to or change the order of the courses.

NOTIFICATION OF ADMISSION & CONFIRMATION REQUIREMENT

You will receive a notification of selection results, to which you must reply, otherwise you will lose your course places.

PLACE GUARANTEE

You can find the date of the notification of selection results and the deadline for replying on www.universityadmissions.se. If you have not received your notification of admission by 11 December at the latest, for the spring semester, you are to call 0771-550 720, so that you are able to respond in time.

On the Bachelor’s degree programme in Science, you have a guaranteed place on the compulsory courses within the specialisation to which you have been admitted, on condition that you meet the entry requirements, that you have registered on the course within the programme specialisation for the relevant semester and that you reply to the notification of admission confirming attendance.

Once they have completed the block of basic courses, programme students are guaranteed places on one of the courses within the programme on condition that they have registered on the course within the programme specialisation for the relevant semester and that they have replied to the notification of admission confirming attendance.

SELECTION

Selection for a course within the programme is based on the number of academic credits earned within the programme. For information on the selection for courses taken as freestanding courses, see the application information on universityadmissions.se.

ELIGIBILITY

You may receive a conditional admission offer for a course for which you are not eligible. At the latest by the start of the course, you must be able to show that you meet the entry requirements. As for all admissions, lower prioritised alternative options will automatically be cancelled. If you wish to register for a course for which you are not eligible at the time of registration, you should contact your study advisor and find out about the possibilities of exemption from entry requirements, in case you do not meet them.

APPROVED LEAVE

If you wish to obtain approved leave or to withdraw from your studies, you are to apply for permission through your study advisor.
ADMISSIONS
OFFICE
Student Affairs reception: Sölvegatan29B
LANT@stu.lu.se
046-222 93 00 (telephone times: Mon-Tues and Thurs. from 10:00 to 12:00)