

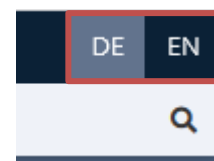
How can I find courses offered at the KUG?

You can find all **courses** offered at the KUG in the university's online campusmanagement system **KUGonline** (<http://online.kug.ac.at>¹).

There are different ways to look up the KUG's course offerings, as explained below:

1. FINDING CLASSES FOR YOUR STUDY PROGRAMME:

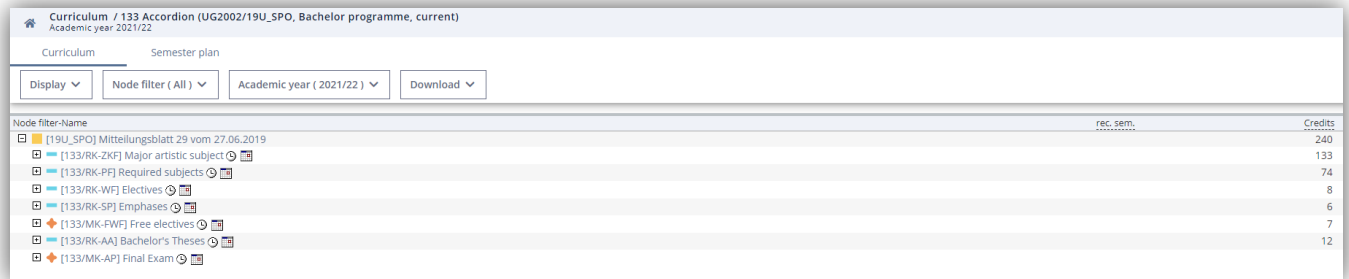
- Go to <http://online.kug.ac.at>.
- In the upper right corner, you can change the language to English.
- Click on "Continue without login"



- Open the application "Degree Programmes": A list of all **degree programmes** offered at KUG appears.
- Choose your study programme from this list.

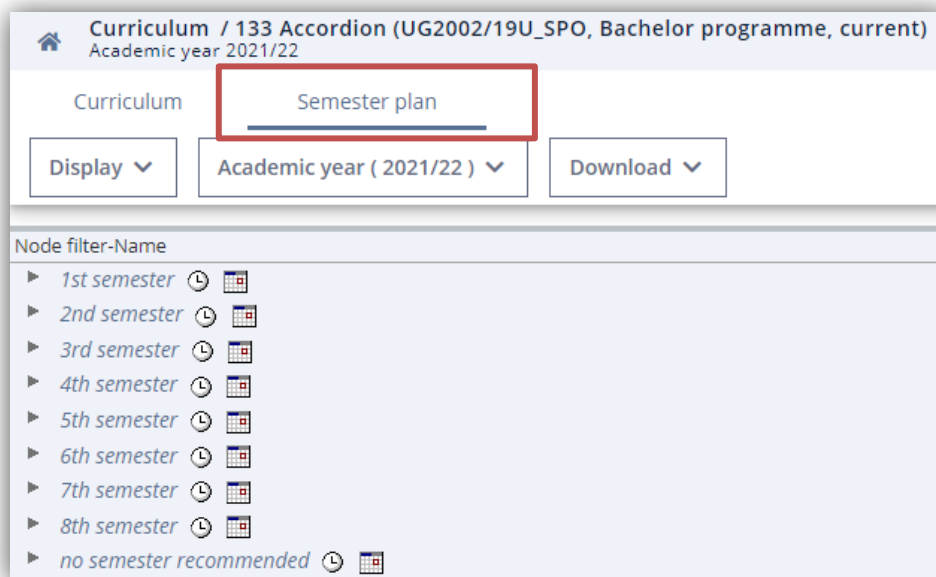
1 This guide is also for exchange students and offers support in finding the courses you want to fill in in the Learning Agreement (LA).

The **curriculum view** appears.



| Node filter-Name | rec. sem. | Credits |
|--|-----------|---------|
| [19U_SPO] Mitteilungsblatt 29 vom 27.06.2019 | | 240 |
| [133/RK-ZKF] Major artistic subject | | 133 |
| [133/RK-PF] Required subjects | | 74 |
| [133/RK-WF] Electives | | 8 |
| [133/RK-SF] Emphases | | 6 |
| [133/MK-FWF] Free electives | | 7 |
| [133/RK-AA] Bachelor's Theses | | 12 |
| [133/MK-AP] Final Exam | | |

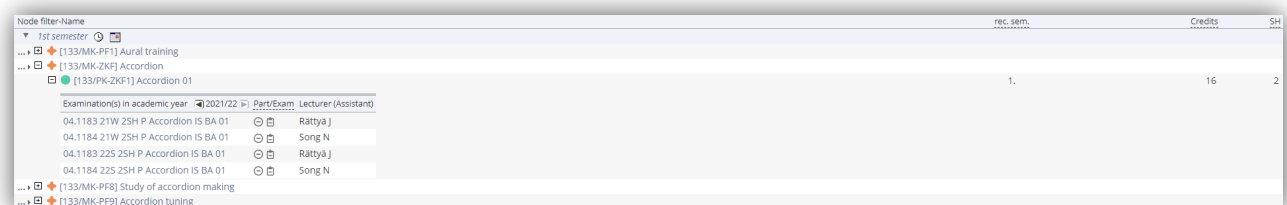
In the upper corner of each **degree programme** page, you may change to **semester plan view**.



| Node filter-Name |
|---------------------------|
| ▶ 1st semester |
| ▶ 2nd semester |
| ▶ 3rd semester |
| ▶ 4th semester |
| ▶ 5th semester |
| ▶ 6th semester |
| ▶ 7th semester |
| ▶ 8th semester |
| ▶ no semester recommended |

If you choose one semester, the courses, which are recommended to attend in this semester, appear. In this list you can see:

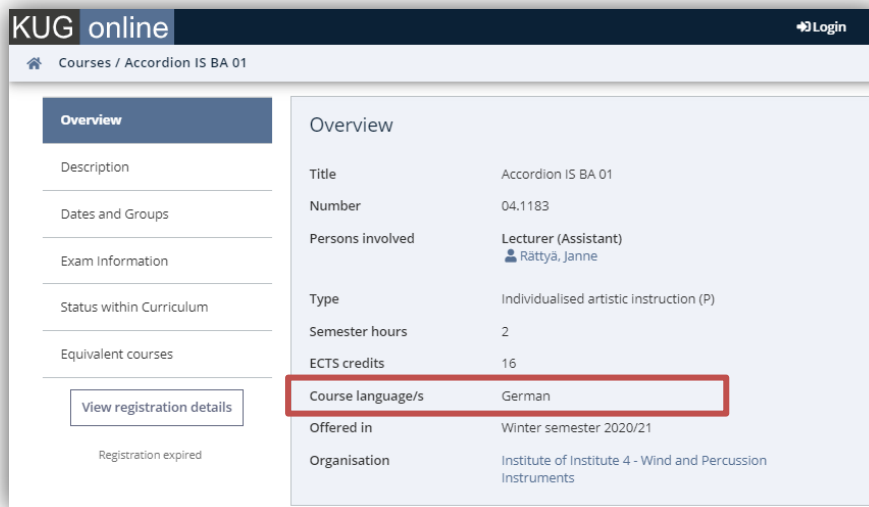
- which professor teaches the class (Lecturer)
- in which semester this class is recommended (rec.sem.)
- how many ECTS credits this class is worth (Credits)
- the duration of each class in semester hours (SH)



| Node filter-Name | rec. sem. | Credits | SH |
|--|-----------|---------|----|
| 1st semester | | | |
| [133/MK-PF1] Aural training | | | |
| [133/MK-ZKF] Accordion | | | |
| [133/RK-ZKF] Accordion 01 | 1. | 16 | 2 |
| Examinations) In academic year 2021/22 | | | |
| 04.1183 21W 2SH P Accordion IS BA 01 | | | |
| 04.1184 21W 2SH P Accordion IS BA 01 | | | |
| 04.1183 22S 2SH P Accordion IS BA 01 | | | |
| 04.1184 22S 2SH P Accordion IS BA 01 | | | |
| [133/MK-PF8] Study of accordion making | | | |
| [133/MK-PF9] Accordion tuning | | | |

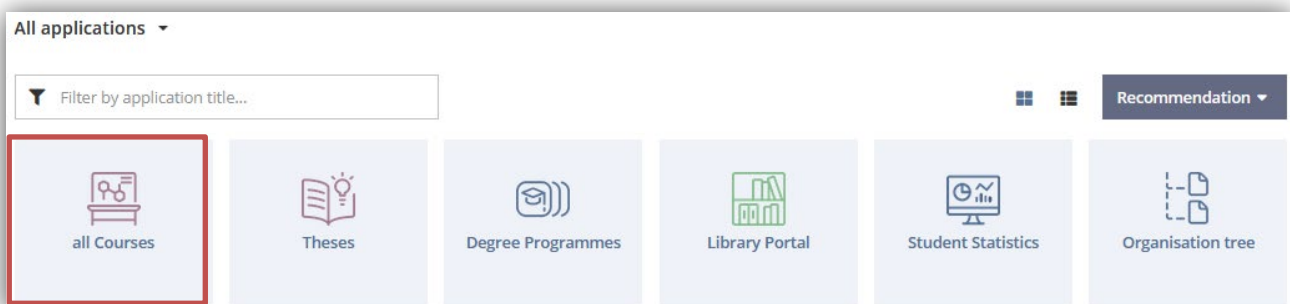
Clicking on an individual course will open a new window, the course detail view.

There you get some more detailed information about the course, including the **course language**.

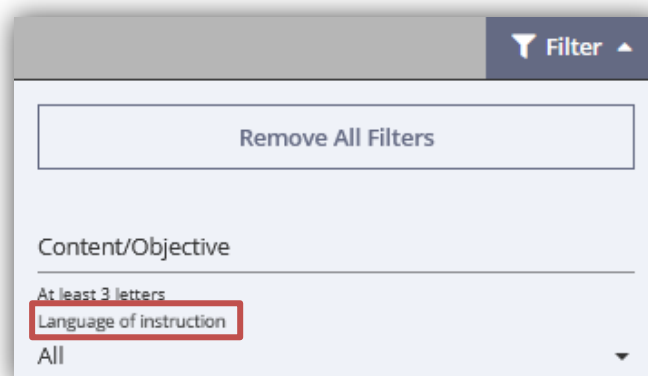


2. HOW TO FIND A SPECIFIC COURSE:

If you are looking for a specific course use the application “**All Courses**”.

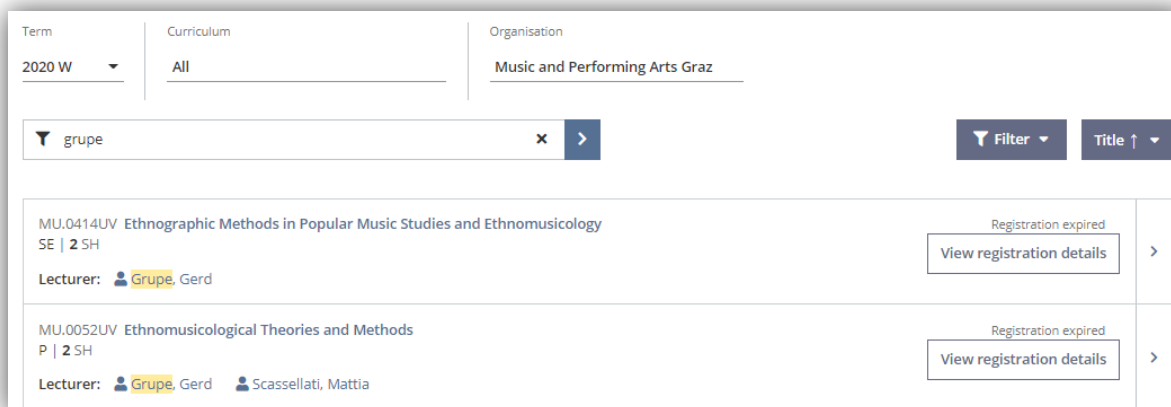


You can use different filter options for your search, e.g. **language of instruction**:



3. HOW TO FIND COURSES FROM A SPECIFIC PROFESSOR

Use the search function in the application “all courses” and enter the professors name in the search field. You will get a list of all courses of the professor.

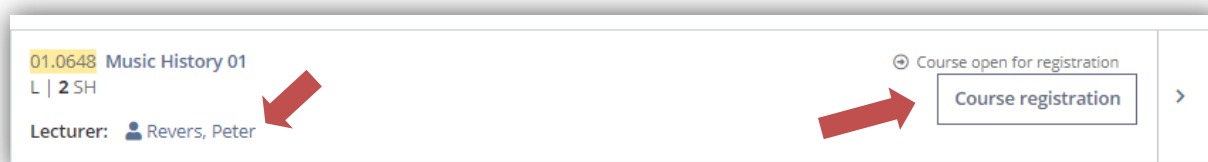


The screenshot shows a search interface with the following elements:

- Term:** 2020 W
- Curriculum:** All
- Organisation:** Music and Performing Arts Graz
- Search field:** grupe
- Buttons:** Filter, Title ↑
- Results:**
 - MU.0414UV Ethnographic Methods in Popular Music Studies and Ethnomusicology** (SE | 2 SH)
 - Lecturer: Grupe, Gerd
 - Registration expired
 - View registration details
 - MU.0052UV Ethnomusicological Theories and Methods** (P | 2 SH)
 - Lecturer: Grupe, Gerd, Scassellati, Mattia
 - Registration expired
 - View registration details

4. HOW CAN I REGISTER FOR A COURSE?

If you want to register for a course you must first register at the KUG as a regular student and be registered in the KUGonline system. Exchange students get a KUGonline account and can register for courses after they finished the registration at our Registrar’s Office and paid the fee for the student’s union. To register for a course at the KUG you must log in to the KUGonline system with your username and password. Open the application “all courses” and search for the desired course. If registration for the selected course is possible, you can register for it by clicking on “**course registration**”.



The screenshot shows a course entry with the following details:

- Course ID:** 01.0648
- Course Name:** Music History 01
- Level/Hours:** L | 2 SH
- Lecturer:** Revers, Peter
- Status:** Course open for registration
- Action:** Course registration

Red arrows point to the lecturer name and the 'Course registration' button.

Course registration - Select group / 01.0648 20W 2SH L Music History 01

Go to ▼ Cancel/Close

Degree programme: UV 033 111 Bachelorstudium; Klavier
SPO-Kontext: Free registration Modify

You have not (yet) chosen any "SPO-Kontext". Please check whether you would like to use this course/exam as a compulsory or (compulsory) elective subject. If there is no selection available no changes need to be done.

| Group | Degree programme | | Ex. | only requ. prereq. for studies | Ranking system | Participants | | | Registration | | Deregistration | | Time locatio | | | | |
|----------------|-----------------------|-----|-----|---|-------------------|--------------------|---|-------------------------|--------------|----|----------------|----|-----------------|-----|----------------|-----|---|
| | Re-/de-/register | Grp | | | | Max.part (Grp.) | / | current participants | / | WL | from | to | | Web | to | Web | |
| Standardgruppe | Register | | | | | Anmeld. | / | 56 | / | 0 | 02.09.20,00:00 | / | 30.11.20,23:59 | ✓ | 30.11.20,23:59 | ✓ | 🕒 |

Cancel

5. FOR WHICH COURSES AM I REGISTERED?

If you're already logged in in the KUGonline system, you can easily get an overview about the courses you're already registered for by opening the application "My Courses".



Important Information:

In several Study Fields (i.e. Instrumental Studies, Voice, Conducting, and Composition), foreign exchange students receive one-on-one instruction (KE) in their primary artistic field only. In addition, exchange students generally may enrol in lecture courses („Vorlesungen“/VO). Because the number of student places in seminars („Seminaren“/SE) and professional study courses (UE, VU, PR) is limited, you should contact the instructors directly to ask about any available spaces.

If you have more questions regarding your application, please read the information available on the website of the International Office (for Exchange Students): <https://international.kug.ac.at/en/>

For further information please visit the KUG website:

<https://www.kug.ac.at/en/studying/before-studying/first-steps-to-becoming-a-student/>

<https://www.kug.ac.at/en/studying/during-your-studies/university-courses/>