IOS language classes: Application, allocation of places, regular attendance & final exams

From start to end of the application phase
You apply via LSF for the lottery procedure for a language class.
Make sure that you truly apply for a class instead of just preselecting a class!
Only if you are shown the status AN (**an**gemeldet = registered) in LSF, you applied correctly, and your application will be considered for the electronic lottery procedure.

From the end of the application phase to the allocation of places
If you applied for English, French, German, Italian or Spanish classes, we will review whether you meet the requirements for participation for the class you have registered for.
Make sure that you have an up-to-date and matching placement test result or that you have successfully completed an IOS language class at the previous level!
If not, your application in LSF will be cancelled and you will see the status ST (**st**orniert = cancelled).

Allocation of places
Course places will be raffled among the students who have applied for a course during the application phase by electronic lottery.
Make sure that you check your LSF status after the lottery procedure has been carried out. You will not receive an e-mail to confirm whether you have been allocated a place.
If you have been allocated a course place, you will see the LSF status ZU (**zu**gelassen = admitted).
If no course place has been allocated to you, you will see the LSF status AB (**ab**gelehnt = rejected).

After the allocation of places
In some cases, the check whether you meet the requirements for participating in a certain class (see point 2: valid placement test results/IOS-language-course-certificates) can also take place after the places have been allocated.
Make sure that you double check your LSF status between the allocation of places and the start of the class!
If you do not meet the participation requirements, the LSF status ZU can still change to status ST.

Until the start of classes
It is possible to (automatically) get permission to attend a class.
Make sure that you check your LSF status regularly until the class starts!
If you can attend a class, your LSF status will change from status AB to status ZU.

Start of classes
Only students who are admitted in LSF (status ZU) can take part in a class.
Make sure that you attend the first session in order not to lose your place in the class!
Participation in the first session is mandatory. Free places will be allocated anew immediately!

Regular attendance
Regular attendance is mandatory in IOS language classes - even in distant teaching formats!
85% of the class must be completed in online presence (moodle / video conferencing).
Make sure that you do not miss more than 4x90 minutes (for 4 SWS) or 2x90 minutes (for 2 SWS).
This is the only way you will be admitted to the final examination!

Final examinations
All final exams must be attended in person (presumably at Campus Essen).
Separate registrations for examinations (via the examination office/LSF) are not necessary:
Regular attendance (see above) = admission to final examinations (in person)!