

# MSc Elective Registration - FAQ

## Frequently Asked Questions (FAQ)

### 1. Where can I find information about the (content of the) electives?

You can refer to the elective overview document at the “Rules & General Information” section of the [Elective Registration](#) page for information on which electives are applicable to your programme studies. Then you can find more information about the specific electives you are interested in via the [EUR Course Guide](#).

Some master programmes offer elective information sessions to provide more information about their elective courses. Please find information about such sessions at the “Elective Information Sessions” section of the [Elective Registration](#) page.

### 2. What systems do I use for the elective registration?

You need to access two systems for the elective registration process.

- To register your study situation, you need to log into the [MSc Programme Enrolment registration page](#).
- To participate in rounds 1 or 2 or switch weeks (and to review the registration results), you need to log into the [Elective Registration system](#).

### 3. Why are there two registration rounds?

The registration system is set up so you are assigned two electives after Round 1 of the registration and one elective after Round 2. As you are required to take 3 electives for your programme studies and two of them must be a MPE<sup>1</sup>, the system will display MPEs only in Round 1 and both MPEs and MFEs<sup>2</sup> after round 2. You will therefore be assigned to 2 MPEs after Round 1 and 1 MPE/MFE after Round 2.

If you only need to take one elective in this academic year, you will only enter Round 2 in order to be assigned one elective.

### 4. In which registration rounds do I need to participant?

In short,

If you need 3 electives, both rounds 1 and 2.

If you need 2 electives, only round 1.

If you need 1 elective, only round 2.

Please refer to the [Elective Registration](#) > Rules & General Information > Elective Registration Process document for more information.

### 5. Do I need to take my MPEs before I can take my MFE?

---

<sup>1</sup> MPE is Master Programme Elective.

<sup>2</sup> MFE is Master Free Elective.

No, the order of completion of your MPEs and MFE does not matter. You can take your MPEs and MFE during any block, as long as you will ultimately have completed three electives, where at least two are MPEs.

#### 6. How can I rank an elective offered in multiple blocks?

If an elective is offered in multiple blocks, you can only rank the elective but cannot rank a specific block when the elective is offered. For example, if an elective is offered in Blocks 3 and 5, you can rank the elective and the system will assign you to the course in either block.

During switch week, however, you will be able to make eventual block changes, given availability in the course in your preferred block.

#### 7. How does the elective registration algorithm work?

The elective registration system uses an algorithm to assign you to elective(s) based on your elective preferences confirmed during the first two rounds. The system is created to make sure the elective allocation is fair so most students are assigned to electives that are among their first 5 elective preferences.

#### 8. (For BIM\*, GBS, MI, and SCM students only) I want to register for a company-based research project but I cannot find it in Round 1. What shall I do?

The company-based research project is an MFE only. Therefore, you will not be able to register for this elective in Round 1. During Round 2 and switch weeks, you will be able to register for this.

\*BIM Students cannot register for this elective in any of the rounds. If you would like to complete the company-based research project, you will need to submit a proposal. For more information please contact the [BIM Programme Coordinator](#) directly.

#### 9. I will apply for the master exchange programme and would like to leave one elective open. What shall I do?

As the master exchange programme will normally confirm your acceptance to the master exchange after the elective registration rounds, we strongly advise you proceed with both rounds 1 and 2 of the elective registration in order to be allocated three electives. If/when you are certain that you will take part in the master exchange programme, you will have to withdraw from your allocated **Master Free Elective (MFE)** during a switch week.

#### 10. Can I switch electives between Rounds 1 and 2?

No, it is not possible to switch electives during or between rounds 1 and 2. You will only be able to switch electives during one of the official switch weeks.

#### 11. I was not allocated to my favorite elective and it is full. What shall I do?

When an elective is full, it is full – course coordinators and MSc Programme Management will not be able to add more seats to a full course. Please make sure you check availability for your

desired course during switch weeks to have a chance at registering for a seat, should one become available.

**12. I missed one of the preference ranking rounds. What can I do now?**

If you miss one (or both) of the preference ranking rounds, no elective will be allocated to you. You may then participate in the switch week(s) to select from the available electives.

**13. If I failed an elective in the last academic year, do I need to take the same elective or study in the same block?**

You can take any elective during any block in this academic year to compensate for a failed elective. But please make sure your elective choice fulfills the programme requirement – i.e. you must take a total of three electives and at least two of them are MPEs.

**14. I am taking three electives in this academic year. Can I take an extracurricular elective on top of the three?**

As per the Exam Regulations, each student is only allowed one elective per block. If you are studying three electives this year already, you will not be able to take any extracurricular elective(s) this year.

**15. I want to take some extra-curricular electives. Why can't I join the first two rounds of preference ranking?**

Seats in electives are initially reserved for students who need to complete the electives for programme completion. After the students have been allocated electives for their programme studies, you can take part in the switch weeks to register for electives that have available places.

**16. I need only one master programme elective (MPE) this year and there are less than 15 of them available. How can I rank at least 15 electives in round 2?**

All students must rank at least 15 electives during round 2, or their preferences cannot be saved. In case if only less than 15 electives are relevant to your study situation, please rank them all on top and then add some irrelevant electives to make up for the required total of 15 electives. From experience, students are likely to be allocated to their first 3-5 preferences. But in the worst case scenario that you have been allocated to an irrelevant elective, please contact your MSc Programme Manager for assistance.

**17. Why can't I log into the [Elective Registration system](#)?**

Student information will only be imported to the [Elective Registration system](#) after the deadline to register your study situation. If you log into the system before this date, you will receive an error message.

If you have properly registered your study situation and still do not have access to the [Elective Registration system](#) after 19 November, please contact your MSc Programme Manager for help – remember to always include your student number in your email.