Step 1: Step 1: Check if course is registered in Campus Management. If not please register the class with the office of academic affairs using their 'Course Anmeldung' form. (See here)

Step 2:
Hand in to:Global History Coordination via email: globalhistory@fu-berlin.de This form will only be accepted:

- with official Adobe digital signature (Adobe sign) *or*
- hand-witten signature and stamp *or*
- instructor sends email with the attached form to globalhistory@fu-berlin.de

Teilnahme- und Prüfungsbescheinigung

Certificate of participation and examination for graded courses completed in the MA Global History at Humboldt-Universität zu Berlin

This form is only applicable to courses registered on Campus Management

Name / surname**:**_____ **Vorname** / first name**:** _____

Matrikelnummer / student number**:**_____

Nummer und Name des Moduls*, in dem der Kurs in CM angemeldet ist /
Number and Name of the module* in which the course is registered on Campus Management:

_____

FU-LV-Nr. FU Course Number	**Titel der LV** Course Title	**LV-Art** Coure Type	**Regelm. TN** Reg. Part.	**Aktive TN** Act.Part.	**Semester** **(obligatory)**
					WS_____ SoSe_____

Prüfungsform / Type of examination: _____

Prüfungsthema / Topic of the examination *(optional)*:

_____

Prüfungsdatum / Date of the examination: _____

Note / Grade**: _____

_____ _____
Name der*s Dozent*in in Druckbuchstaben
Instructor's Name in Block Letters

_____
Datum, Unterschrift der*s Dozent*in
Date, Signature of the instructor

(Institutsstempel)
(Seal) *not needed with Adobe sign*

Forms without proper authentication will be declined. Students are responsible for submitting forms that comply with the regulations.

**** Noten / Grades**
Calculation rule according to §§ 10 and 18 RSPO. Permissible grades are: 1.0; 1.3; 1.7; 2.0; 2.3; 2.7; 3.0; 3.3; 3.7; 4.0 and 5.0.

***Modules that include an examination / grade:**

M2: Global Histories; M3: Global Configurations; M4: Regions in Global History; M5: Issues in Global History
Additionally, Modules chosen in the interdisciplinary elective area *can* include an examination / grade. Please use the module certificate of the department where you are taking the module and submit it to the Studienbüro.