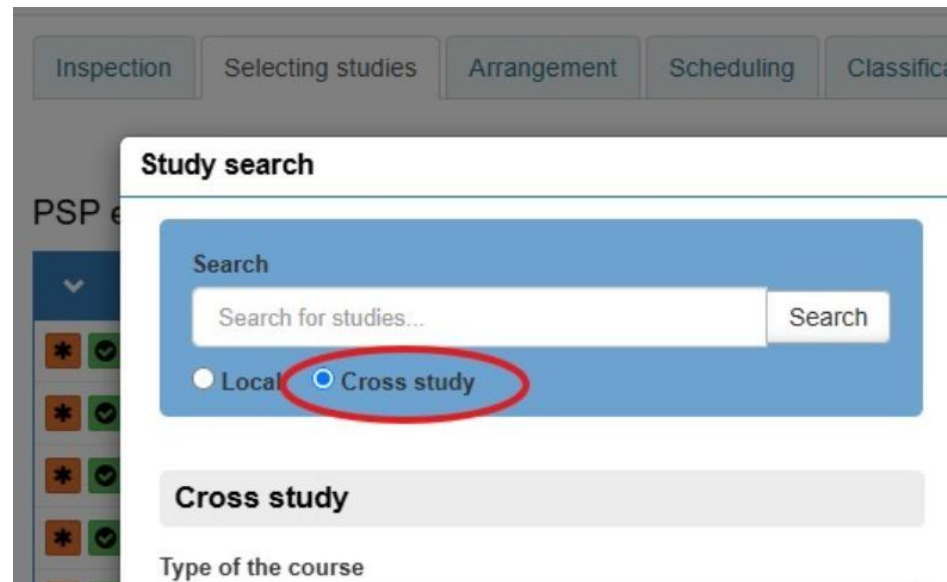


Instructions for finding and registering for UniPID (cross-institutional) courses through Peppi

Adding a course to Personal Study Plan (PSP)

First, add the cross-study course to your PSP through the cross-study filter. When you are on the "Selecting studies" tab in your PSP, first select where you want to place the studies in the PSP (magnifying glass icon at the end of the title rows), then choose "Cross study" as the filtering option in the "Search for studies" window.

You can narrow the search results by the type of course, language of instruction, organisation, and when the registration begins. Add the course to your PSP by clicking the "Add to Basket" button and finally the "Add selected to PSP" button.



The screenshot shows the 'Study search' dialog box within the Peppi system. The dialog has a title bar 'Study search' and a search bar with the placeholder text 'Search for studies...'. Below the search bar, there are two radio buttons: 'Local' and 'Cross study'. The 'Cross study' radio button is selected and circled in red. Below the radio buttons, there is a section titled 'Cross study' with a sub-section 'Type of the course'.

Registering for cross-study course units

When the cross-study course has been added to your PSP and registration for the course unit is open, it will appear on the "Course registrations" tab of your PSP. You can identify cross-study implementations by the symbol in the "Status" column.

Inspection

Selecting studies

Arrangement

Scheduling

Classifications

Messages

Course registrations

Exams

RPL applications

+ Search for course units

All

My own

▼ Registration ongoing

Status	Course code	Groups	Course unit	Campus	Registration time	Time	Number of credits	Teaching groups	Registered
	C-02537-4_LXX000-3006		Learn Language and Culture in Tandem	Savonia University of Applied Sciences	01.12.2024 00:00 - 15.01.2025 23:45	03.02.2025 - 25.04.2025	3		Unknown Register
	LY00CH17-3005	BIOL1	(ICENSUU) Ekosysteemien toiminta	Itä-Suomen yliopisto, Joensuu kampus	01.08.2024 08:00 - 14.01.2025 23:45	28.01.2025 - 05.03.2025	4	Lectures, Examination	96/1 998 Register
	FH00CT91-3001		EXAM-temti: Aki, esiintet ja tapakulttuuri	Itä-Suomen yliopisto, Joensuu kampus	01.08.2022 08:00 - 31.07.2025 23:59	01.08.2022 - 31.07.2025	5		26/1 000 Register

Register for cross-study course units the same way as for other course units: click the "Register" button at the end of the row. Peppi will then notify you that if you confirm the enrollment, your student rights information will be transferred to the system of the university organizing the course.

Confirmation

By confirming your registration, you accept that information regarding your study entitlement is transferred to the system of the studys host organization.

☒ I accept transfer

ContinueBack

Your registration information will be sent to the host university. When the host university approves your registration, you will receive a notification in your UEF email. As long as your enrollment is in the "Waiting for approval" status, you can cancel it yourself by clicking the "Cancel" button.