



### **UNISONO** info for the enrolled students 2023

Congratulations! You are now officially a student at University of Siegen.

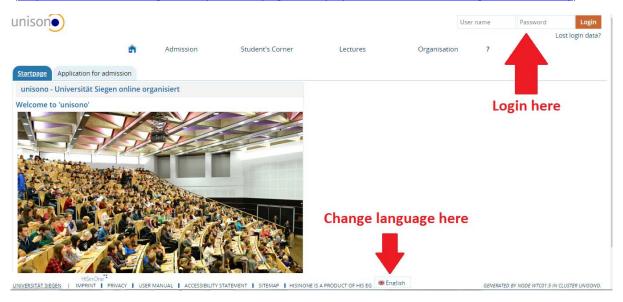
The students at University of Siegen get an official E-mail address which you can use from now on. You can also take advantage of the free Wi-Fi available on campus, but before that there are still some steps you need to do.

Please follow the steps carefully!!

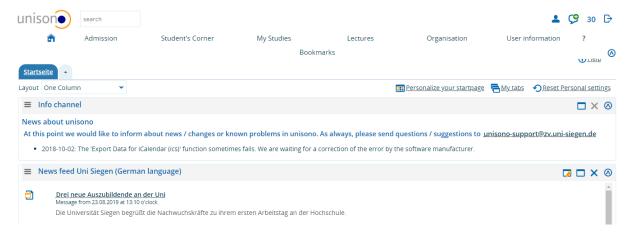
After the enrolment you will get a matriculation number from University of Siegen. Once you have transferred the fee you can use this number as username to login in UNISONO. The password remains the same, which you have used so far to login to UNISONO.

#### 1. Please login to UNISONO

(https://unisono.uni-siegen.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces?chco=y)



2. You will see the following page, you can change your data, password and follow your study plan.

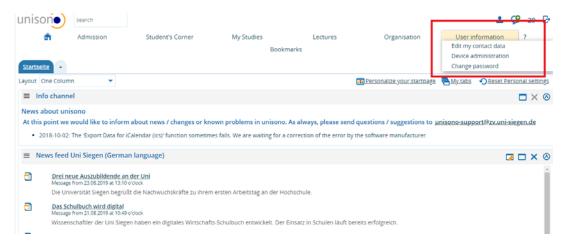




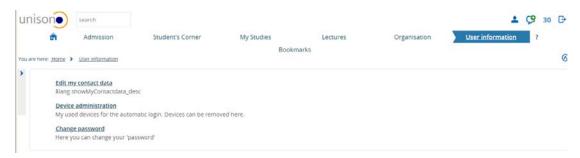


# How to change password

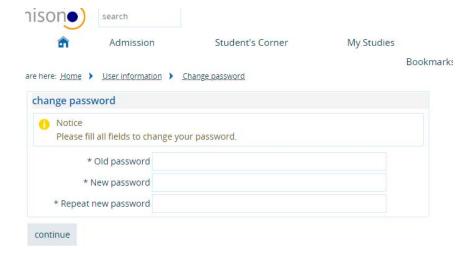
#### 1. Click "User Information"



You can either click the Change password from the pop-up menu or when you click the User information you see the following page. Here you can click "Change password"



You will need the old password from the sheet you got from the University . You add a new password. Please make sure that you remember the password because it will be used for your email and Wi-fi connection etc.



Press continue, and you will be notified that your password has been changed successfully.

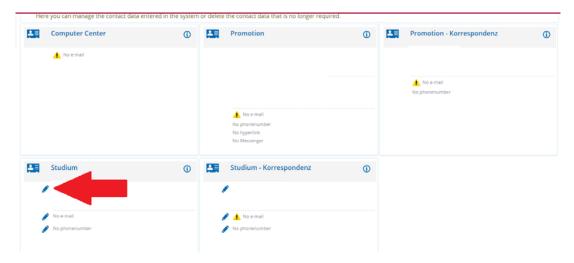




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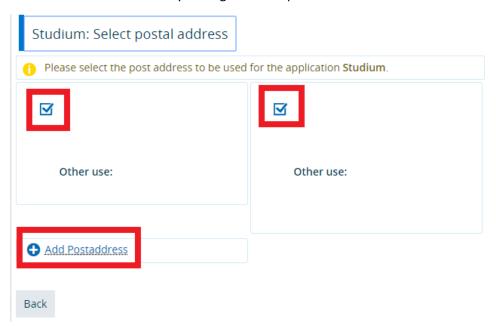
# **How to change contact Data**

From the same point where you changed your password you can change your contact data under the link "Edit my contact data"



Your page might be slightly different in arrangement but you can edit the data by clicking the marked point.

▶ Please be very careful at this point as you need to pin point which is your postal address during the semester. If you have clicked on the wrong address, e.g. your home country address any document sent via University of Siegen will be posted to that address. ◀



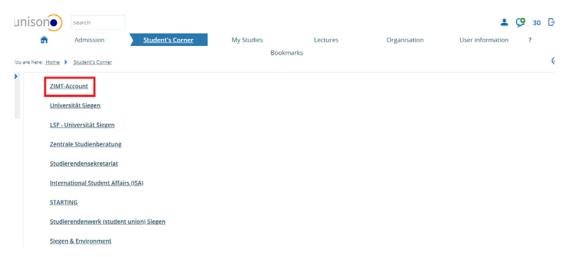
Your contact data has been changed.



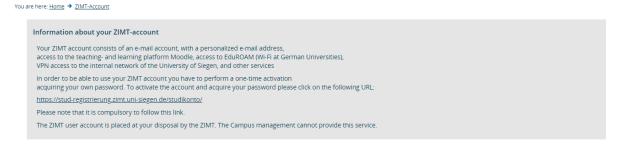


## **Activate an E-mail account**

From the "Student's Corner" click "ZIMT Account"



#### You will be transferred to a link



Follow the link, and add the information like First name and Last name. Put the name according to your







Check the box and click forward (Fortfahren)



You need to set the password

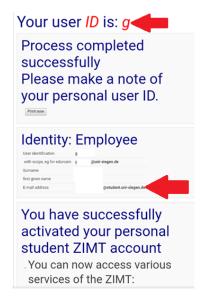
## Activation of your ZIMT-Account by initial setting of password



You will get a user name, and email







To login to your E-mail go the University home page



Click "webmail"

Use the Username and password and login.



Congratulation! Now you have an E-mail which links you to University of Siegen.

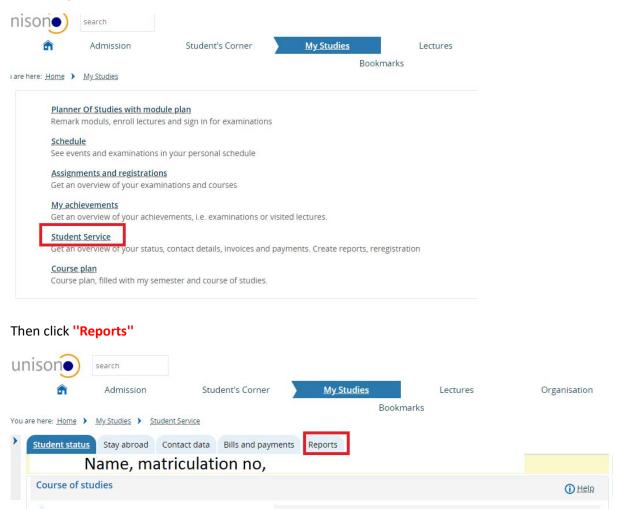




## Student certificate and List of Achievements

For "Rathaus" and other official things you will need a document called "Studienbescheinigung (Certificate of study)". Later on, you will need your transcript of record or list of achievement where it is mentioned how many credits you obtained and the grades. You can get these documents as follows:

Go to "My studies" and then "Student Service".



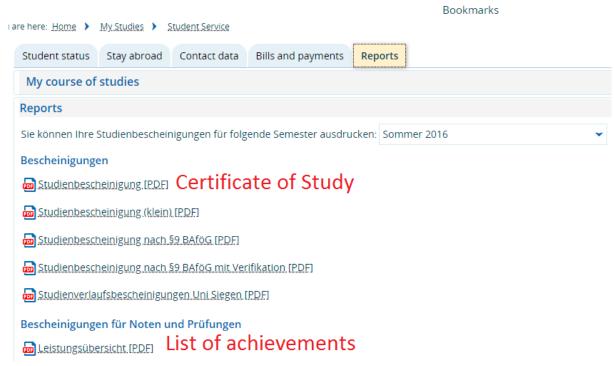
From here you can get the documents. You can also see the bill and payments in the next tab.





Student's Corner

**My Studies** 



The Certificates of study contain the following information



# Studienbescheinigung

Geburtsdatum Date of Birth Geburtsort Place of Birth

Postanschrift Adress

Name of University Institution

Hörerstatus Status

Status

Number of Sem Hochschulsemester

Matrikelnummer Matriculation Number