



Student manual: registering minor preferences in Osiris

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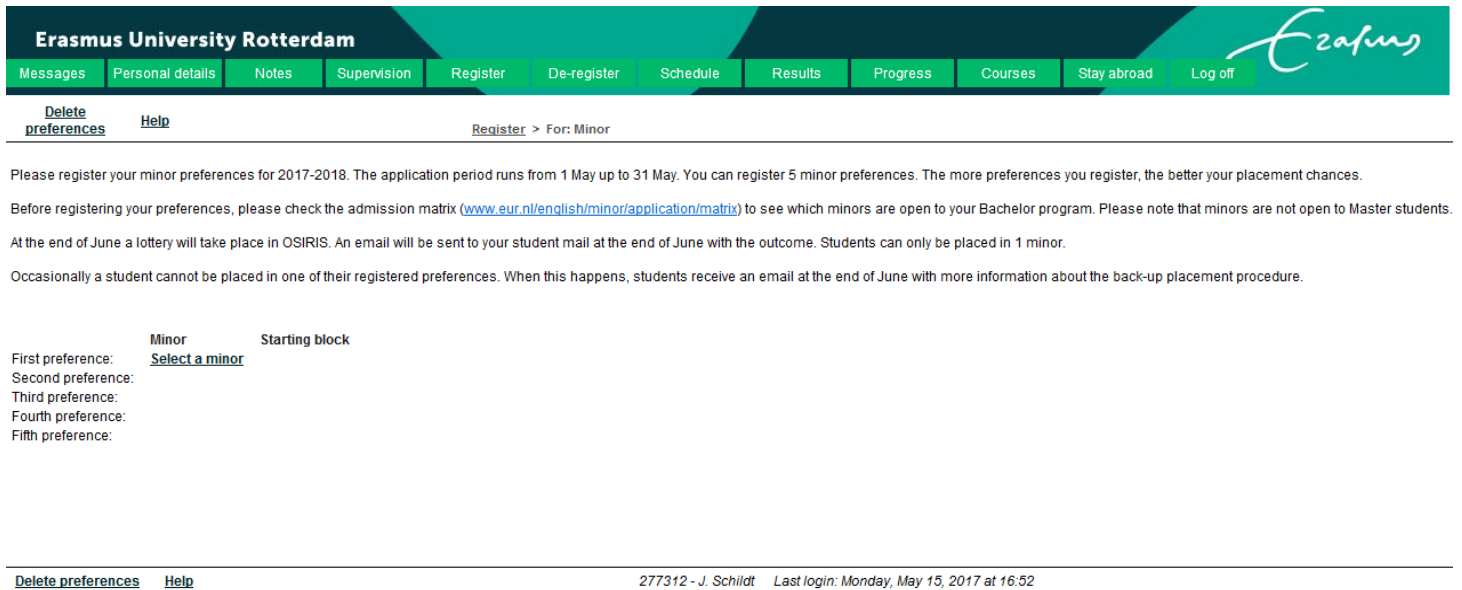
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Access minor application screen in Osiris

To be placed in a minor, you need to register minor preferences in Osiris. Please login to Osiris directly or through [MyEUR](#). After you have logged in, you will see a selection menu near the top of the page:

- Click "Register" or "Inschrijven" to access the registration menu;
- Click "Minor" to access the minor application menu.

In the minor application menu, you can register your minor preferences.



The screenshot shows the Erasmus University Rotterdam Osiris system interface. At the top, there is a navigation bar with the university name and logo, and a menu with options: Messages, Personal details, Notes, Supervision, Register, De-register, Schedule, Results, Progress, Courses, Stay abroad, and Log off. Below the navigation bar, there are links for "Delete preferences" and "Help", and a breadcrumb trail "Register > For: Minor". The main content area contains instructions for registering minor preferences for 2017-2018, including the application period (1 May to 31 May), the number of preferences (5), and the admission matrix (www.eur.nl/english/minor/application/matrix). It also mentions a lottery at the end of June and a back-up placement procedure. Below the text, there is a table with two columns: "Minor" and "Starting block". The table has five rows for "First preference:", "Second preference:", "Third preference:", "Fourth preference:", and "Fifth preference:". The "Minor" column for the first preference row contains a link "Select a minor". At the bottom of the page, there are links for "Delete preferences" and "Help", and a footer with the user ID "277312 - J. Schildt" and the last login time "Monday, May 15, 2017 at 16:52".

Search options in minor registration screen

You can search for your preferred minors in 4 ways. To search for a minor:

- Click “Select a minor” or “Kies een minor”

Option 1: Complete alphabetical overview

- Leave all fields blank
- Click “next” or “volgende”.
- You will now see an alphabetical overview of all minors offered at Erasmus University Rotterdam (10 per page);
- Look up the minor of your choice. Please note that some faculties include the word minor in the title and others do not.

Option 2: By faculty

- Select the faculty offering the minor of your choice;
- Leave the other fields blank;
- Click “next” or “volgende”;
- You will now see an alphabetical overview of all minors offered by that faculty (10 per page);
- Look up the minor of your choice. Please note that some faculties include the word minor in the title and others do not.

Option 3: By minor code

- Fill out the minor code of your preferred minor (can be found in online minor description);
- Leave the other fields blank;
- Click “next” or “volgende”;
- You will now see the minor with that code.


Option 4: By (part of) title

- *Fill out (part of) the minor title;*
- *Leave the other fields blank;*
- *Click “next” or “volgende”;*
- *You will now see all minor(s) including those words in the title.*

Please note that this search results does not always include all relevant minors. Use options 1, 2 or 3 if you cannot find your preferred minor.

Erasmus University Rotterdam

Messages Personal details Notes Supervision Register De-register Schedule Results Progress Courses Stay abroad Log off



[Next >](#) [Help](#) [Register >](#) For: Minor

Select the minors you want to register for using the minor code or one or more keywords.
If you don't use search criteria all minors will be shown.

Minor offered by faculty:

Code:

With all of the words:

With at least one of the words:

[Next >](#) [Help](#)

277312 - J. Schildt Last login: Monday, May 15, 2017 at 17:20

Registration minor preferences

You can register a maximum of 5 minor preferences. To register your 1st minor preference:

- Select the minor of your choice by checking the box in front of it;
- Click “Record preference” or “minorvoorkeur vastleggen”.

Your minor preference has been registered. You will return to the minor registration screen. To register your 2nd to 5th preferences, repeat the steps above. For each registration, an automated confirmation email will be sent to your student email.

Please note that if you try to apply for a minor not open to your Bachelor, an error message will appear. Please check the minor admission matrix on www.eur.nl/english/minor/application/matrix.

Delete or change preference(s) during application period

You can only delete and, if necessary, register new preferences during the application period in May. It is not possible to change your minor preferences after 31 May.

Changing your minor preferences does not affect your placement chances. To delete your preferences and, if necessary, to register new preferences:

- Click “Delete preferences”.
- All your minor preferences have now been deleted.
- You can select new minor preferences.

Minor lottery and registration

At the end of June, a random lottery will take place in Osiris. Osiris always attempts to place students in one of their first choices. Students receive an automated e-mail – sent to their student email – with the outcome of the lottery at the end of June. Students can check their minor placement in Osiris.

To check your minor registration in Osiris, access Osiris and:

- Click “Registration” or “Inschrijving”
- Select “Overview registrations” or “Overzicht inschrijvingen”.

Please note that occasionally a student cannot be placed in a minor during the lottery. If this happens, students receive an email with further information about the back-up placement procedure at the end of June.

Cancellation participation after placement

If – after you’ve been placed in a minor – you decide not to attend, please contact the central minor coordination through ASK Erasmus ([Dutch version](#) or [English version](#)) to deregister for the minor.

During the minor application period, you can simply deregister by deleting your minor preferences in Osiris.