

Contact details

Capture / Edit

for students of the Harz University of Applied Sciences

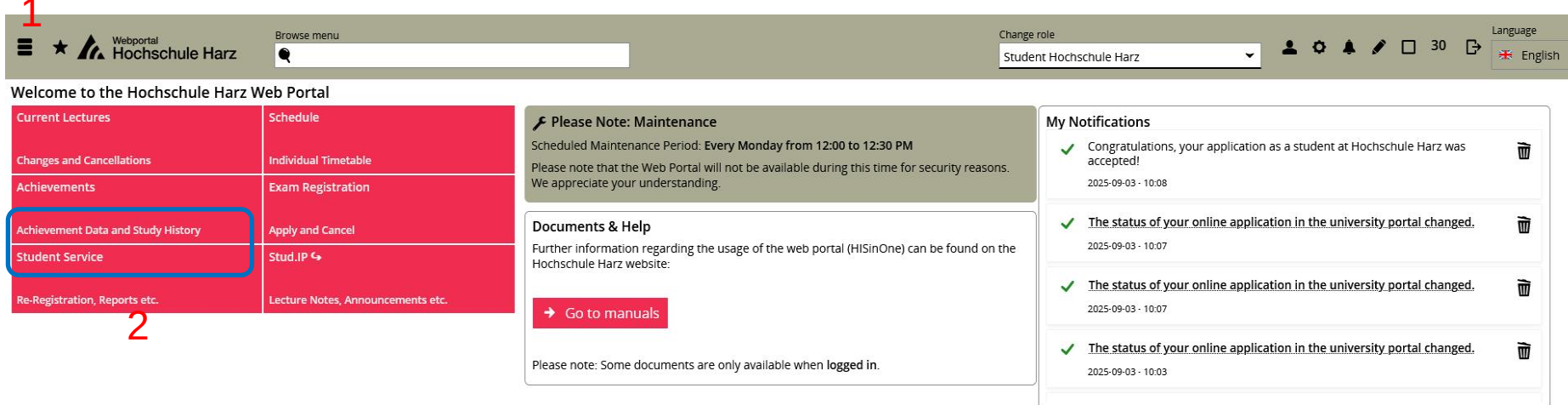
Login to the HISinOne portal of the Harz University of Applied Sciences



- (1) Access to the HISinOne portal of the Harz University of Applied Sciences
<https://portal.hs-harz.de/>
- (2) Enter user ID of the Harz University of Applied Sciences (u-number/password)
- (3) Sign in by button
- (4) If necessary, switch the portal to English

Select Student Services

1



2

The screenshot shows the Hochschule Harz Web Portal interface. The top navigation bar includes the Hochschule Harz logo, a search bar, and a 'Change role' dropdown set to 'Student Hochschule Harz'. The main content area is divided into several sections. On the left, a sidebar menu lists various services, with 'Student Service' highlighted by a red box and labeled with a red '2'. The main content area includes a 'Please Note: Maintenance' section, a 'Documents & Help' section, and a 'My Notifications' section. The 'My Notifications' section displays four notifications, all indicating that the user's online application status has changed.

(1) Selecting the Student Services via
(My Studies > Student Services) or
(2) via Startlink Tile



Student Services

Webportal Hochschule Harz

Browse menu

Change role

Student Hochschule Harz

29

Language

Engl

You are here: Home > My Studies > Student Service

Student Service

→ Reregistration for Sommersemester 2026

Enrolled for Wintersemester 2025/26

Personal data: Ulrike Test >

1

My study programmes

Contact data

Payments

Mandates

Reports

Courses of study

Bachelor Fachhochschule - First degree

Subject	Study semester	Subject indicator	Studienordnungsversion
Betriebswirtschaftslehre (B.A.)	1	Hauptfach	Studienordnung 2023

(1) Switch to the Contact Details tab

Enter/change contact details

The screenshot shows the webportal of Hochschule Harz. The top navigation bar includes the logo, a search bar, and a language dropdown set to English. Below the navigation bar, the user is logged in as 'Ulrike Test'. The main content area is titled 'Contact data' and contains four panels: 'Korrespondenz zur Bewerbung', 'Password Reset', 'Student - Main', and 'Student - Other'. The 'Student - Main' panel is highlighted with a red box and a red number 1, indicating where contact details can be entered or changed. The 'Student - Main' panel shows fields for postal address, email, phone number, and a hyperlink, all of which are currently empty.

(1) Contact details can be newly entered via the pen

Add contact details (1)

Webportal Hochschule Harz

Change role: Student Hochschule Harz

Language: Eng

You are here: Home > My Studies > Student Service

Student Service

→ Reregistration for Sommersemester 2026

Personal data: Ulrike Test >

My study programmes Contact data Payment

Contact data

Korrespondenz zur Bewerbung

Postal address: Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)

Email: [redacted]

Phone number: [redacted]

Student - Main: Select postal address

Please select the postal address to be used for the application purpose Student - Main.

✓ Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)

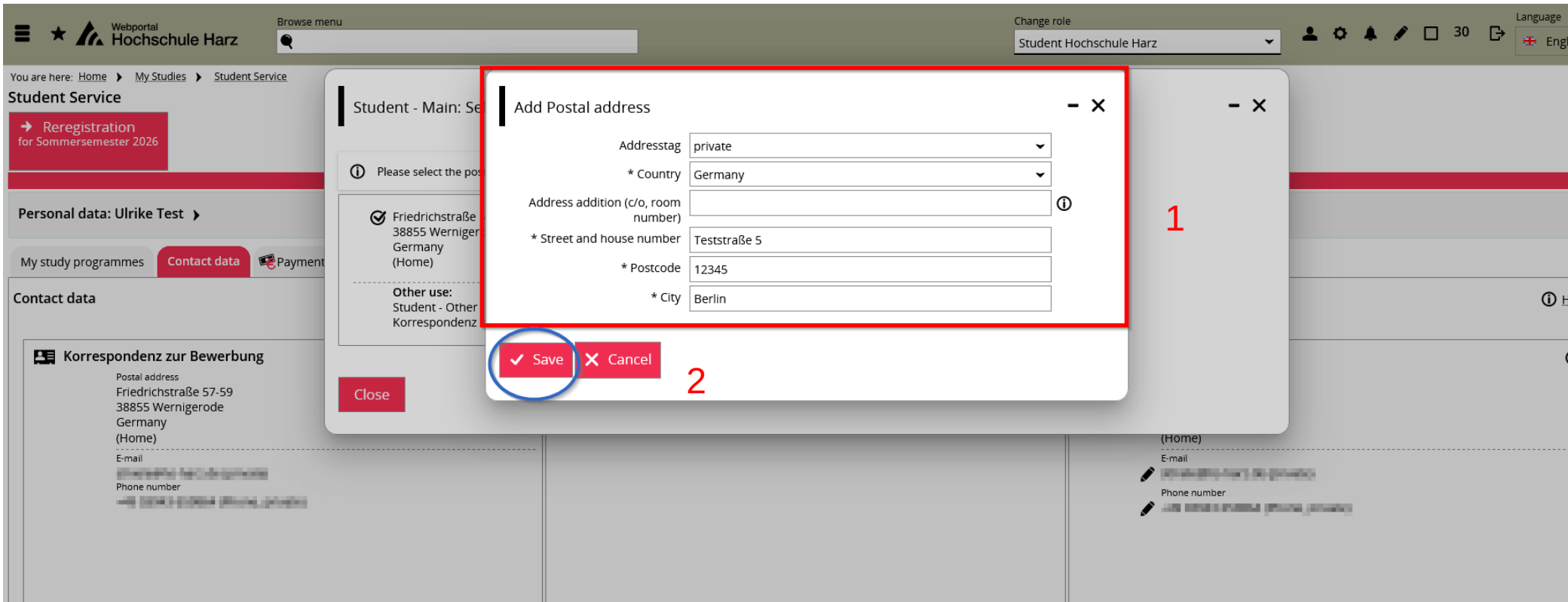
Other use: Student - Other, Korrespondenz zur Bewerbung

Add Postal address

Close

(1) The button can be used to add new contact details

Add contact details (2)



The screenshot shows the Hochschule Harz webportal interface. A modal dialog titled "Add Postal address" is open, highlighted with a red border (1). The dialog contains the following fields:

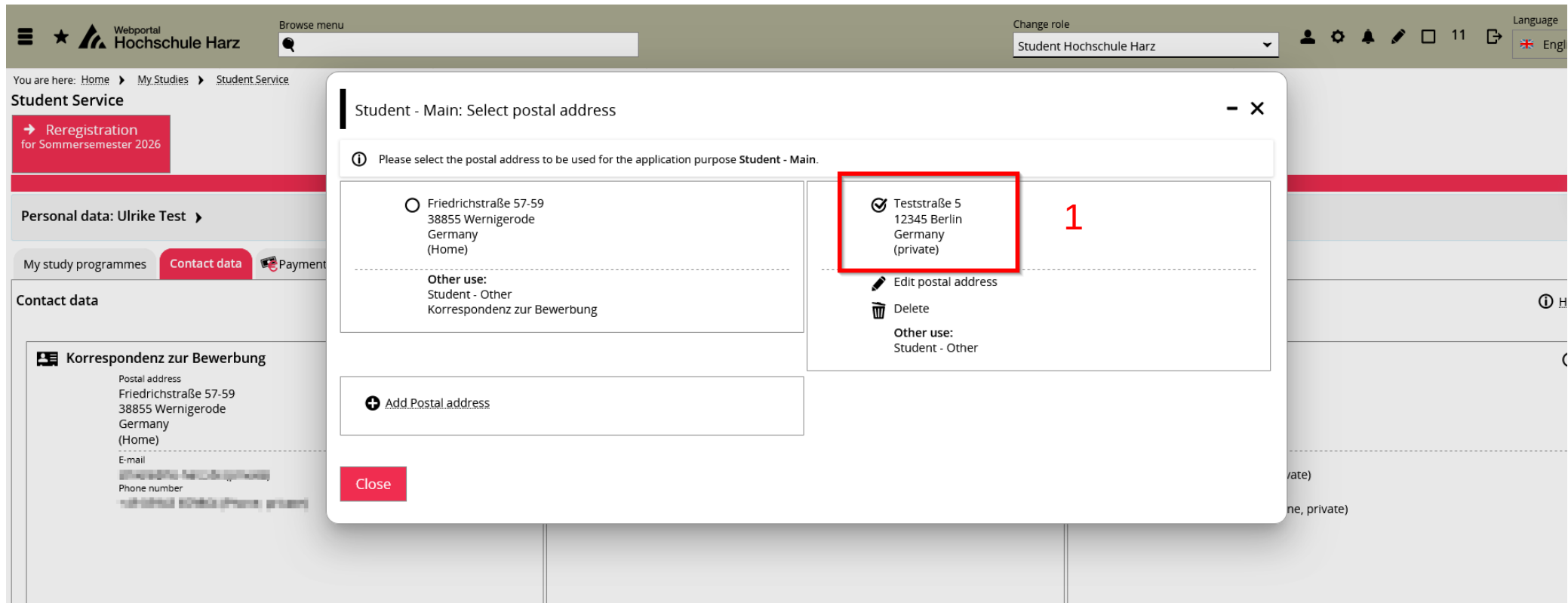
- Adresstag: private
- * Country: Germany
- Address addition (c/o, room number):
- * Street and house number: Teststraße 5
- * Postcode: 12345
- * City: Berlin

At the bottom of the dialog, the "Save" button is circled in blue (2), and the "Cancel" button is also visible. The background shows the "Student Service" section with a "Reregistration for Sommersemester 2026" button and a "Contact data" tab.

(1) Enter new contact details

(2) Press "Save" - Button

Add contact details (3)



The screenshot shows the Hochschule Harz webportal interface. A modal dialog titled "Student - Main: Select postal address" is open. It contains a list of two postal addresses. The first address is "Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)". The second address is "Teststraße 5, 12345 Berlin, Germany (private)", which is selected with a radio button and highlighted by a red rectangle with a red "1" next to it. Below the list, there are links for "Edit postal address" and "Delete". At the bottom of the dialog, there is a "Close" button. The background shows the webportal navigation menu and a sidebar with "Contact data" and "Payment" tabs.

Webportal Hochschule Harz

Browse menu

Change role Student Hochschule Harz

Language Engl

You are here: Home > My Studies > Student Service

Student Service

→ Reregistration for Sommersemester 2026

Personal data: Ulrike Test >

My study programmes Contact data Payment

Contact data

Korrespondenz zur Bewerbung

Postal address
Friedrichstraße 57-59
38855 Wernigerode
Germany
(Home)

E-mail
[redacted]

Phone number
[redacted]

Student - Main: Select postal address

Please select the postal address to be used for the application purpose Student - Main.

☐ Friedrichstraße 57-59
38855 Wernigerode
Germany
(Home)

Other use:
Student - Other
Korrespondenz zur Bewerbung

☒ Teststraße 5
12345 Berlin
Germany
(private)

Edit postal address

Delete

Other use:
Student - Other

+ Add Postal address

Close

(1) Your new address has been saved

Select Student – Main postal address

Webportal Hochschule Harz

Change role: Student Hochschule Harz

Language: Engl

You are here: Home > My Studies > Student Service

Student Service

→ Reregistration for Sommersemester 2026

Personal data: Ulrike Test

My study programmes Contact data Payment

Contact data

Korrespondenz zur Bewerbung

Postal address: Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)

E-mail: ...

Phone number: ...

Student - Main: Select postal address

Please select the postal address to be used for the application purpose Student - Main.

☐ Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)

Other use: Student - Other, Korrespondenz zur Bewerbung

☒ Teststraße 5, 12345 Berlin, Germany (private)

Edit postal address

Delete

Other use: Student - Other

+ Add Postal address

Close

(1) Please note!!! the postal address “Study – Main” will be used from The Harz University of Applied Sciences to contact you (e.g. Notification of failed exams)!

(2) Select the postal address by ticking the box

(3) Press “Close” - Button

Define home and semester address (1)

The screenshot shows the webportal interface for Hochschule Harz. The top navigation bar includes the logo, a search bar, a role selector set to 'Student Hochschule Harz', and a language dropdown set to 'Eng'. The main content area is divided into several sections. The 'Student - Other' section contains fields for postal address (Friedrichstraße 57-59, 38855 Wernigerode, Germany (Home)), private address (Teststraße 5, 12345 Berlin, Germany (private)), email, phone number, and hyperlink. The 'Computer Center' section contains fields for email, phone number, and hyperlink. The 'Home and Semester Addresses' section shows the home address (Friedrichstraße 57-59, 38855 Wernigerode, Deutschland) and a note that no semester address is assigned. A red box highlights the 'Enter assignment' button in the semester address field, with a red number '1' below it.

(1) “Enter assignment” can be used to define the home and semester address

Define home and semester address (1)

Webportal Hochschule Harz

Browse menu

Change role
Student Hochschule Harz

Language
Eng

Student - Other

Postal address
Friedrichstraße 57-59
38855 Wernigerode
Germany
(Home)

Teststraße 5
12345 Berlin
Germany
(private)

Home and Semester Addresses

Home address
Friedrichstraße 57-59
38855 Wernigerode
Deutschland

Semester address
No semester address assigned

Enter assignment

Select home and semester address

Please select exactly one address as home address. You can also mark another address as a semester address. You can add a new address or a change of address under the tab "Study".

Friedrichstraße 57-59
38855 Wernigerode
Deutschland

☒ Home

☐ Semester

☐ No selection

Teststraße 5
12345 Berlin
Deutschland

☐ Home

☒ Semester

☐ No selection

Save Cancel

(1) Selection of home and semester address

(2) Save