

# A quick guide to EMREX

Back from your exchange studies and need to get your credits recognized at your home institution?

EMREX transfers your results electronically from your host institution to your home institution.

Follow these steps to make the transfer:

## 1. Go to StudentWeb



**Log on using Feide**

**FEIDE** Feide is the chosen solution of the Department of Education for secure identification in the education sector  
[Log on using Feide](#)

**FEIDE** Users from Norwegian universities and colleges

Norwegian ID number and PIN

Log in using ID-porten with MiniID, BankID, Buypass or Commfides

## 2. Log in

English | Bokmål | Nynorsk | Sámegeilla

**Login through Feide**

StudentWeb (fsweb-demo) has requested that you login. You have chosen **University of Oslo** as your affiliation. [Change?](#)

Username

Password

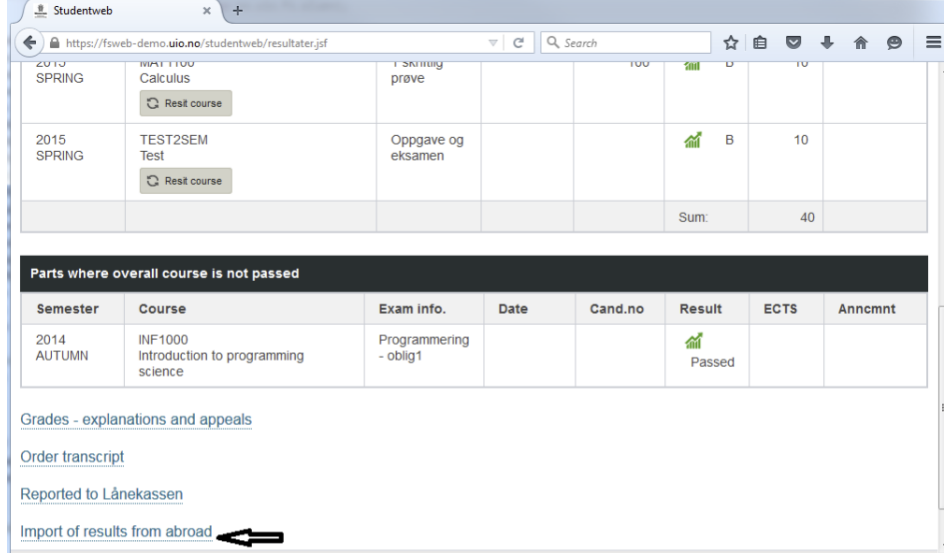
[Forgot username or password?](#)

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## 3. Go to Results

The screenshot shows the Studentweb interface with a sidebar menu containing: Studies, My courses, Results (highlighted), Documents, Payments, and Thesis submission. The main content area displays an exam notice for FYS2160 (Termodynamikk og statistisk fysikk, M) held between 10.05.2015 and 11.05.2015. A 'Notices (4)' section at the bottom shows a 'CRITICAL' status.

#### 4. Go to Import of results from abroad



The screenshot shows a web browser window with the URL <https://fsweb-demo.uio.no/studentweb/resultater.jsf>. The page displays a table of course results for two semesters:

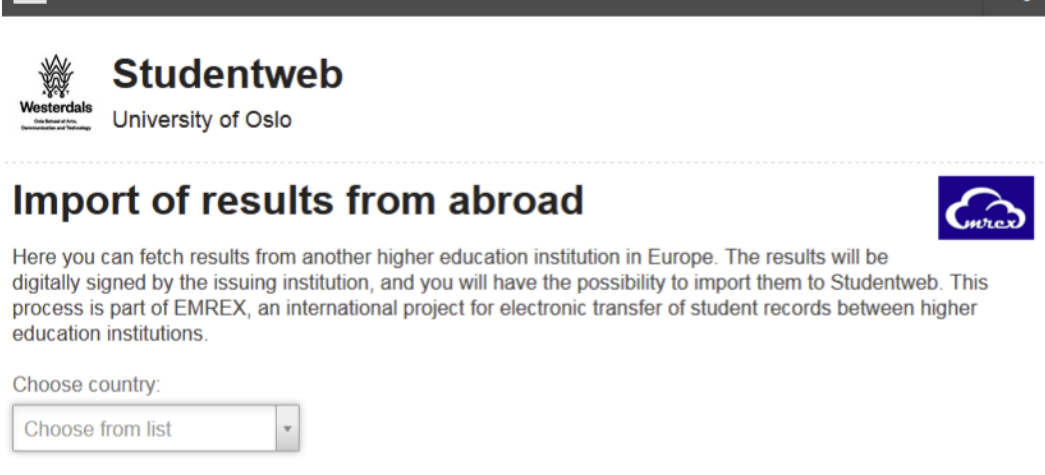
Semester	Course	Exam info.	Date	Cand.no	Result	ECTS	Anncmnt
2014 SPRING	INF1100 Calculus	1 SKRIFTLIG prøve			100		
2015 SPRING	TEST2SEM Test	Oppgave og eksamen			B	10	
Sum:						40	

Below the table, there is a section titled "Parts where overall course is not passed" with a table containing one entry:

Semester	Course	Exam info.	Date	Cand.no	Result	ECTS	Anncmnt
2014 AUTUMN	INF1000 Introduction to programming science	Programmering - oblig1			Passed		

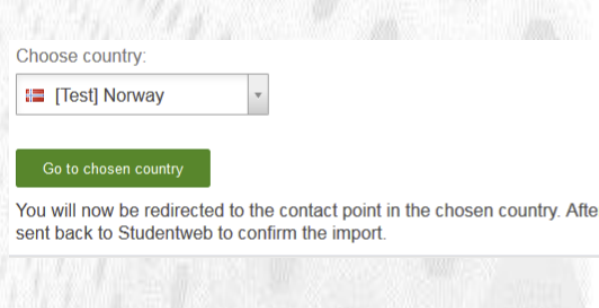
At the bottom of the page, there are several links: "Grades - explanations and appeals", "Order transcript", "Reported to Lånekassen", and "Import of results from abroad" (indicated by a black arrow).

#### 5. Welcome to EMREX! Choose the country of your host institution.



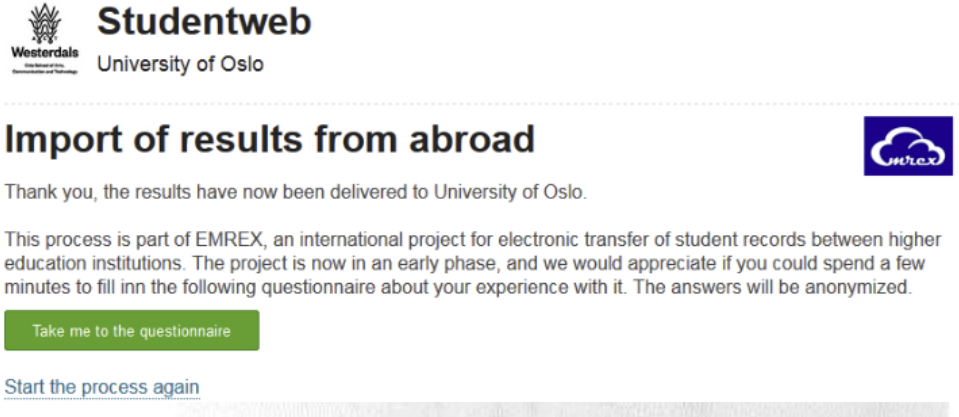
The screenshot shows the "Import of results from abroad" page on Studentweb. It features the logos for Westerdals University of Oslo and EMREX. The main heading is "Import of results from abroad". Below the heading, there is a paragraph explaining the EMREX process. A "Choose country:" dropdown menu is visible, currently showing "Choose from list".

#### 6. Press the green button and you will be redirected to your host institution. After you have chosen the results, you will be sent back to StudentWeb to confirm the import.



This screenshot shows the "Choose country:" dropdown menu now populated with "[Test] Norway". Below the dropdown is a green button labeled "Go to chosen country". A message below the button states: "You will now be redirected to the contact point in the chosen country. After sent back to Studentweb to confirm the import."

#### 7. Evaluate EMREX – Did you like the solution? Tell us about it!



The screenshot shows the "Import of results from abroad" page with a thank-you message: "Thank you, the results have now been delivered to University of Oslo." Below this, there is a paragraph explaining the EMREX project and a green button labeled "Take me to the questionnaire". At the bottom, there is a link "Start the process again".

If you have questions about the recognition process, please contact your university or [univ.college](mailto:univ.college).  
If you have technical problems with the EMREX transfer, please contact [fs-sekretariat@fsat.no](mailto:fs-sekretariat@fsat.no)