

**These examination regulations have been worded carefully to be up to date; however, errors cannot be completely excluded. The official German text available at the Examinations Office is the version that is legally binding.**

**Note:** For students who started their studies before the latest amendment came into effect: please also note the previous amendments with their transitory provisions.

**Note:**

These examination regulations shall apply to students starting a degree programme **from** the winter semester 2007/08 onwards.

Students who study under the General Examination Regulations for at the Faculty of Engineering from 17 October 1972 (KMBI 1973 p. 91) and the degree programme and examination regulations for their degree programme shall be examined according to those regulations.

([http://www.uni-erlangen.de/universitaet/organisation/recht/studiensatzungen/TECHFAK/DPO\\_TechnischeFak\\_Alt.pdf](http://www.uni-erlangen.de/universitaet/organisation/recht/studiensatzungen/TECHFAK/DPO_TechnischeFak_Alt.pdf)).

**– New –**

**General Examination Regulations for the Bachelor's and  
Master's degree programmes at the Faculty of Engineering  
of Friedrich-Alexander-Universität Erlangen-Nürnberg**

**– ABMPO/TechFak –**

**Dated 18 September 2007**

amended by statutes of  
25 July 2008  
03 December 2009  
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07 June 2011  
30 July 2012  
22 May 2013  
05 June 2014  
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Based on Section 13 (1)(2), Section 43 (4)(5), Section 61 (2)(1) of the Bavarian Higher Education Act (Bayerisches Hochschulgesetz, BayHSchG), the University of Erlangen-Nürnberg enacts the following examination regulations:

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## I: General Conditions

### Section 1 Scope, Purpose of the Bachelor's and Master's Examination

(1) These examination regulations govern the examinations for the Bachelor's and Master's degree programmes at the Faculty of Engineering resulting in the degrees 'Bachelor of Science' and 'Master of Science'. <sup>2</sup>They are supplemented by the **degree programme and examination regulations**.

(2) <sup>1</sup>The Bachelor of Science is a first university degree that qualifies the graduate for professional work. <sup>2</sup>The purpose of the Bachelor's examination is to assess whether the students:

- have acquired fundamental knowledge as well as in-depth technical and methodical understanding of the examined subjects
- have the ability to employ scientific methods and knowledge independently
- are prepared for the transition to professional practice

(3) <sup>1</sup>The Master of Science is a second university degree that qualifies graduates for further research as well as professional work. <sup>2</sup>The Master's examination serves to determine whether the students:

- have acquired in-depth knowledge of the basics and the fundamental research findings in the subjects of their Master's degree programme
- are capable of working independently according to scientific methods and to develop these further
- are prepared for professional practice

### Section 2 Degrees

(1) <sup>1</sup>Passing the examinations results in the following degrees, depending on the type of degree programme:

1. the degree of Bachelor of Science (abbreviation: BSc) for passing the Bachelor's examination
2. the degree of Master of Science (abbreviation: MSc) for passing the Master's examination

<sup>2</sup>In the degree programmes of the Elite Network of Bavaria, the degree is conferred 'with honours' according to Sentence 1 (2).

(2) The degree may also be used with the addition '(FAU Erlangen-Nürnberg)'.

### Section 3 Structure of the Bachelor's Degree Programme, Examinations and Standard Duration,

#### Practical Work Prior to Studies, Examination and Teaching Language

(1) <sup>1</sup>Students shall take a Grundlagen- und Orientierungsprüfung (GOP) covering the foundations of the Bachelor's degree programme by the end of the second semester.

<sup>2</sup>The **degree programme and examination regulations** govern which Bachelor's degree programmes are equal in the GOP. <sup>3</sup>The subsequent part of the Bachelor's degree programme includes the examinations and Bachelor's thesis module until the end of the standard duration, as well as, where applicable, a placement or internship, a research project and/or a final oral examination module. <sup>4</sup>180 ECTS credits are required for the Bachelor's degree programmes with a standard duration of six semesters; 210 ECTS credits are required for other programmes.

(2) Due to the requirement of gaining subject knowledge, each module may only be chosen once during a Bachelor's degree programme.

(3) The standard duration of a Bachelor's degree programme is six semesters unless the **degree programme and examination regulations** stipulate seven semesters.

(4) The **degree programme and examination regulations** govern for which degree programmes applicants are to carry out practical work prior to beginning their studies and state more detailed provisions regarding type and scope.

(5) <sup>1</sup>Modules may be taught in a foreign language. <sup>2</sup>Further details are set out in the relevant **degree programme and examination regulations**.

#### **Section 4 Structure of the Master's Degree Programme, Examinations and Standard Duration, Examination and Teaching Language**

(1) The Master's degree programme builds on the contents of the Bachelor's programme; it is more research-orientated.

(2) <sup>1</sup>The relevant **degree programme and examination regulations** of the Master's degree programmes stipulate a duration of two or three semesters plus one semester for completing the Master's thesis. <sup>2</sup>The Master's degree programmes are concluded with the Master's examination. <sup>3</sup>This consists of examinations in all modules including the Master's thesis module which must be taken during the lecture period or directly after the module. <sup>4</sup>120 ECTS credits are required for successful completion of the Master's degree programmes with a standard duration of four semesters, 90 ECTS credits for other programmes.

(3) Due to the requirement of gaining subject knowledge, each module may only be chosen once during a Master's degree programme.

(4) <sup>1</sup>The relevant **degree programme and examination regulations** of the Master's degree programmes stipulate a standard duration of three or four semesters including all examinations. <sup>2</sup>Sentence 1 notwithstanding, the standard duration of a part-time degree is eight semesters. <sup>3</sup>The total standard duration for consecutive Bachelor's and Master's degree programmes is ten semesters.

(5) <sup>1</sup>Modules may be taught in a foreign language. <sup>2</sup>Further details are set out in the relevant **degree programme and examination regulations**.

#### **Section 4a Part-Time Degree Programmes, Transfer, ECTS Credit Exceedance**

(1) <sup>1</sup>The Master's degree programmes Chemical Engineering, Chemical and Biological Engineering; Communications and Multimedia Engineering; Electrical Engineering, Electronics and Information Technology; Energy Technology; Computer Science; Information and Communication Technology; Life Science Engineering; Mechanical Engineering; and Medical Engineering may be completed in the form of a part-time degree programme. <sup>2</sup>Students must declare their choice of a part-time degree programme to the Student Records Office in writing upon enrolment.

(2) <sup>1</sup>A transfer between full-time and part-time degree programmes is permissible for the Master's degree programmes once per academic year on written request; Section 12 and Section 28 (1)(7) shall remain unaffected. <sup>2</sup>A change to a part-time degree programme from the third full-time semester shall only be permitted in justified exceptional cases; the decision shall rest with the Examinations Committee.

(3) <sup>1</sup>Part-time students in Master's degree programmes may achieve a maximum of 35 ECTS credits per academic year. <sup>2</sup>The Examinations Committee may grant exemp-

tions from Sentence 1 on written request; the request shall be submitted before the start of the examination.

### **Section 5 ECTS Credits**

(1) <sup>1</sup>The degree programmes and examinations are structured based on the European Credit Transfer and Accumulation System (ECTS). <sup>2</sup>30 ECTS credits are estimated per semester. <sup>3</sup>One ECTS credit corresponds to 30 hours of work.

(2) <sup>1</sup>ECTS credits serve as a system to categorise, calculate and confirm the amount of work a student has invested. <sup>2</sup>They are a quantitative indicator of a student's workload.

### **Section 6 Modularisation, Course Credit Certificates**

(1) <sup>1</sup>The degree programme consists of modules for which students are awarded ECTS credits. <sup>2</sup>One module is a chronologically connected and self-contained teaching and learning unit, the contents of which can be tested in an examination.

(2) <sup>1</sup>The modules shall be completed with a module examination. <sup>2</sup>This examination shall as a rule consist of one examination achievement or one course achievement. <sup>3</sup>In exceptional cases, this examination can also consist of several parts (portfolio examination) or a combination of examination and course achievements (portfolio examination) or partial examinations if the subject warrants it. <sup>4</sup>ECTS credits shall only be given for successful participation in modules that can be verified in an individual, separately identifiable performance in a module examination. <sup>5</sup>Module examinations are conducted during the lecture period or following the last lecture/seminar of a module before the start of the next semester's lecture period. <sup>6</sup>All examinations generally take place during the five-week examination period. <sup>7</sup>The examination period is divided into two weeks after the end of the lecture period of one semester and a period of three weeks before the beginning of the following semester's lecture period.

(3) <sup>1</sup>Examinations (examination achievements and course achievements) measure the student's success. <sup>2</sup>They may be in writing, electronic, oral, or in a different form. <sup>3</sup>In particular, tutorial achievements, which usually involve independently solving tutorial exercises each week, and laboratory achievements, which usually involve practice of practical tasks, written experiment protocols, and oral or written attestations, are permitted. <sup>4</sup>Furthermore, seminar achievements (usually a presentation and written report) and excursion work (usually a review or discussion contribution) may be permitted. <sup>5</sup>Examination achievements are graded. <sup>6</sup>The assessment of course achievements is limited to determining whether the student has passed or not.

(4) Enrolment in the relevant degree programme at the University of Erlangen-Nürnberg is a requirement for participation in module examinations (Paragraph 2 [1]).

(5) <sup>1</sup>In addition to the module examination, voluntary interim examinations (e.g. tutorial achievements or short tests) may be offered during courses as a way of measuring the standard of performance. <sup>2</sup>More detailed information, including the number, types and scope of these examinations, is given in the module handbook. <sup>3</sup>An interim examination achievements may improve the grade for a passed module examination or partial examination by a maximum of 0.7.

## Section 6a Compulsory attendance

(1) <sup>1</sup>For lectures, which are marked accordingly in the respective module description, in which the qualification goal can only be achieved by regular attendance, compulsory attendance can be made a requirement for admission to the module examination or for obtaining the course achievement. <sup>2</sup>If attendance of the individual student is required for all participants to obtain the subject-specific skills, if the individual student obtaining such skills depends on the attendance of the other participants, if subject-specific skills can only be obtained by being present at a particular place, or if participation is required for safety reasons, it is permissible to introduce an obligation to attend.

(2) <sup>1</sup>Regular attendance is defined as no more than 15% of the lectures of any given course have been missed. <sup>2</sup>If between 15% and 30% of the lectures have been missed, the lecturer can offer the student the option to obtain a skills-orientated substitute achievement fulfilling the requirement of regular attendance. If no such substitute achievements are offered or the substitute achievements offered are not obtained by the student, attendance is not considered to have been regular. <sup>3</sup>If more than 30% of all lectures have been missed, the course must be taken again. <sup>4</sup>Any positions after the decimal point in the percentage of lectures missed shall be rounded for the benefit of the student.

(3) <sup>1</sup>Paragraph 2 notwithstanding, in the context of excursions, placements and block seminars, attendance is only considered to have been regular if all teaching units have been attended. <sup>2</sup>Appropriate skills-orientated substitute achievements fulfilling the requirement of regular attendance shall be offered in the case of credibly shown periods of absence due to reasons beyond the student's control of up to and including 15% of all lectures. <sup>3</sup>If more than 15% of all lectures have been missed, the course must be taken again. <sup>4</sup>Any positions after the decimal point in the percentage of lectures missed shall be rounded for the benefit of the student.

(4) Attendance is checked in the individual lectures by means of an attendance list in which students must enter their name and signature, or in a comparable manner.

## Section 7 Examination Deadlines, Failure to Observe Deadlines

(1) <sup>1</sup>Examinations shall be sat in such a timely manner as to allow the student to obtain the ECTS credits specified in the relevant **degree programme and examination regulations** for the Grundlagen- und Orientierungsprüfung (GOP) and the Bachelor's or Master's examination by the scheduled deadline. <sup>2</sup>Deadlines shall be the second semester of the degree programme for the GOP and the last semester of the respective standard duration for the Bachelor's or Master's examination. <sup>3</sup>The deadline according to Sentence 2 may be exceeded by the following periods (extended deadline):

1. GOP – by one semester
2. Bachelor's examination – by two semesters
3. Master's examination – by one semester
4. Master's examination in a part-time degree programme – by two semesters

<sup>4</sup>An examination shall be considered to have been sat and failed at the final attempt if the required number of ECTS credits stipulated in the relevant **degree programme and examination regulations** was not obtained within the extended deadline according to Sentence 3, unless the reasons for this are beyond the student's control.

(2) The deadline set forth in Paragraph 1 shall be extended by claiming the periods of protection according to Sections 3, 4, 6 and 8 of the Maternity Protection Act (Mutterschutzgesetz – MuSchG) in the version published on 20 June 2002 (BGBl I S 2318 [German Federal Law Gazette I p. 2318]) as amended from time to time and according to the periods set forth in the Parental Allowance and Parental Leave Act (Bundesel-

terngeld- und Elternzeitgesetz – BEEG) of 5 December 2006 (BGBl I S. 2748 [German Federal Law Gazette I p. 2748]) as amended from time to time.

(3) <sup>1</sup>The reasons according to Paragraph 1 (4) and Paragraph 2 shall be explained in writing and shown credibly to the Examinations Office without delay. <sup>2</sup>If the reasons are acknowledged, the examination shall be sat at the soonest possible time; already available examination and course achievements shall be accredited. <sup>3</sup>In case of an incapability to sit the examination occurring before or during the examination, the examiner shall be notified immediately; in cases where the student is unable to sit an examination due to illness, an official doctor's certificate shall be submitted at the same time. <sup>4</sup>The Examinations Committee may demand the student submit a certificate from an official medical examiner. <sup>5</sup>In case of withdrawal from an examination due to illness on the day of the examination after the time of the examination, the student must submit a certificate from an official medical examiner to the Examinations Committee without delay.

### **Section 8 Examinations Committee**

(1) <sup>1</sup>An Examinations Committee consisting of six members of the Faculty of Engineering shall organise the examinations. <sup>2</sup>The chairperson and four more members are professors or full-time lecturers at the Faculty of Engineering, one member is a research associate and an authorised examiner according to Section 3 (2) of the Higher Education Examiners Act (Hochschulprüferverordnung; BayRS 2210-1-1-6-WFK) in the currently valid version. <sup>3</sup>The members of the Examinations Committee shall be elected by the Faculty Council. <sup>4</sup>The term of office of the members shall be three years. <sup>5</sup>Re-election shall be permitted. <sup>6</sup>A personal deputy shall be appointed for the chairperson and each member.

(2) The chairperson may transfer tasks within their responsibility to a member of the Examinations Committee.

(3) <sup>1</sup>The Examinations Committee shall be tasked with carrying out the examination procedures, especially the planning and organisation of the examinations. <sup>2</sup>Its duties include ensuring that the provisions of these examination regulations are observed. <sup>3</sup>With the exception of the examinations and examination results, all decisions shall be taken by the Examinations Committee. <sup>4</sup>It shall send out the examination notifications in particular, after having verified the examination achievements and their legitimacy. <sup>5</sup>It shall regularly report to the Faculty Council on the development of examinations and study periods. <sup>6</sup>The members of the Examinations Committee shall have the right to be present during the examinations.

(4) <sup>1</sup>The Examinations Committee shall have a quorum when all members are summoned observing a notice period of at least one week and the majority of members are present and eligible to vote. <sup>2</sup>Decisions shall be taken with the majority of votes cast in meetings. <sup>3</sup>Abstentions, ballot votes and delegation of votes shall not be permitted. <sup>4</sup>In case of a tie of votes, the vote of the chairperson shall be decisive.

(5) <sup>1</sup>The chairperson shall call the meetings of the Examinations Committee. <sup>2</sup>She or he shall be entitled to take decisions that cannot be delayed by herself or himself on the Examinations Committee's behalf. <sup>3</sup>The Examinations Committee shall be informed of such cases without delay. <sup>4</sup>Furthermore, unless these examination regulations state otherwise, the Examinations Committee shall have the right to revocably charge the chairperson with carrying out individual tasks.

(6) <sup>1</sup>Official notifications in matters pertaining to examinations that may result in the infringement upon a person's rights shall be made in writing; reasons shall be given and information on legal remedies available to the person shall be included. <sup>2</sup>Students shall be given the opportunity to make a statement before negative decisions are finalised. <sup>3</sup>The Examinations Committee shall have the right to rule that grade notifications may be made public in the form of a bulletin or may be sent out in digital form. <sup>4</sup>The president shall issue the notification of objection in questions of examination legislation following consultation with the Examinations Committee and after hearing the examiners.

### **Section 9 Examiners, Exclusion Due to Personal Involvement, Obligation to Confidentiality**

(1) <sup>1</sup>The Examinations Committee shall appoint the examiners. <sup>2</sup>All persons eligible to administer examinations according to the Bavarian Higher Education Act (BayHSchG) and the Bavarian Higher Education Examiners Act (BayHSchPrüferV) in the currently valid version shall be eligible for appointment. <sup>3</sup>If the membership with the University of an eligible examiner ends, their eligibility as an examiner usually remains intact for up to one year. <sup>4</sup>The Examinations Committee shall have the right to extend this period upon request.

(2) A change of examiners shortly before the start of an examination shall be permissible on urgent grounds.

(3) <sup>1</sup>Persons who have completed the degree programme in question or an equivalent degree programme shall be eligible for appointment as observers. <sup>2</sup>Observers shall be research associates (wissenschaftliche Mitarbeiter) as their primary occupation.

(4) Exclusion from the deliberation and voting process of the Examinations Committee as well as from the positions of examiner and observer due to personal involvement shall be governed by Section 41 (2) BayHSchG.

(5) The obligation to confidentiality of the Examinations Committee and other persons involved in matters pertaining to examinations shall be governed by Section 18 (3) BayHSchG.

### **Section 10 Announcement of Examination Dates and Examiners; Registration, and Withdrawal**

(1) The dates of the examinations and the examiners shall be announced by the Examinations Office in time in advance and according to local practice.

(2) <sup>1</sup>The students shall register for the individual module examinations after the start of the lecture period. <sup>2</sup>The registration dates and formalities shall be announced according to local practice four weeks prior.

(3) The deadlines set forth in Sections 7 and 28 notwithstanding, withdrawal from first attempts at written and oral examinations shall be permitted without stating reasons up until the end of the third workday before the examination date according to Paragraph 2 (1); withdrawals are to be submitted to the examiner. The days between and including Mondays and Fridays shall be considered as workdays. <sup>2</sup>An effective withdrawal shall result in the forfeiture of the registration for the examination.

(4) <sup>1</sup>An examination achievement shall be graded as 'nicht ausreichend' (unsatisfactory; 5.0) if the student does not attend an examination without good reasons or if the student withdraws from the examination after the withdrawal deadline as specified in

Section 3. <sup>2</sup>The reasons for withdrawal or absence according to Sentence 1 shall be explained in writing and shown credibly to the Examinations Committee without delay. <sup>3</sup>If the Examinations Committee accepts the reasons, a new date shall be set. <sup>4</sup>In cases where the student is unable to sit an examination due to illness, the Examinations Committee may demand that the student submit a certificate from an official medical examiner. <sup>5</sup>In case of withdrawal from an examination due to illness after the examination has started, the student must submit a certificate from an official medical examiner to the Examinations Committee without delay.

### **Section 11 Admissions Committees for a Master's Degree Programme**

(1) The evaluation of the qualification and admission requirements for a Master's degree programme shall be the responsibility of admissions committees appointed for every Master's degree programme.

(2) <sup>1</sup>The admissions committees shall consist of at least one professor as the chairperson, a university lecturer, and a research associate working for the University as their main occupation. <sup>2</sup>The members shall be appointed by the Faculty Council of the Faculty of Engineering for a term of office of three years; re-election shall be permitted. <sup>3</sup>Section 8 (4) and (5) shall apply accordingly.

### **Section 12 Accreditation of Study Periods, Course and Examination Achievements**

(1) <sup>1</sup>Study periods, modules, course and examination achievements achieved in degree programmes at other public or state-approved universities in the Federal Republic of Germany, through successful participation in a distance course as part of a degree programme at a public or state-approved university in the Federal Republic of Germany, or in degree programmes at foreign universities shall be accredited according to these examination regulations unless there are significant differences in the skills acquired. <sup>2</sup>The same shall apply to study periods, course and examination achievements achieved at a public or state-approved university in Bavaria in the course of other study programmes within the meaning of Section 56 (6)(1) and (2) BayHSchG, in special study programmes within the meaning of Section 47 (3)(1) BayHSchG, or at the Virtual University of Bavaria.

(2) <sup>1</sup>Skills acquired in the course of successfully completed vocational training, courses of secondary education or other specific courses within the meaning of Section 56 (6)(3) BayHSchG, or outside of higher education shall be accredited if they are equivalent to skills acquired through university studies. <sup>2</sup>Skills acquired outside the university sector shall replace no more than half of the required skills of which students must provide proof.

(3) <sup>1</sup>The grades of accredited modules, examinations and course achievements are accredited if they are recognised as equivalent according to the recommendations of the data stored in the database anabin (information portal for the recognition of foreign educational achievements) and if the grades were formed according to Section 18. <sup>2</sup>If the grading system applied in the examinations sat at a university or equivalent institution of higher education and accredited by the University of Erlangen-Nürnberg is not identical to the grading system set forth in Section 18, the grades achieved at other universities are usually converted according to the following formula:

$x = 1 + 3 (N_{\max} - N_d) / (N_{\max} - N_{\min})$  with

x = converted grade

N<sub>max</sub> = best grade attainable

N<sub>min</sub> = lowest grade for passing

Nd = grade attained

<sup>3</sup>Only one decimal place is shown for the grades thus calculated. <sup>4</sup>If conversion is not possible, the Examinations Committee usually determines a system by which to calculate the grades.

(4) <sup>1</sup>The documents needed for this accreditation shall be submitted to the chairperson of the Examinations Committee. <sup>2</sup>If the conditions set forth in Paragraphs 1 to 3 are met, the student shall have a legal claim to accreditation. <sup>3</sup>The decision shall rest with the chairperson of the Examinations Committee after consultation with the department representative appointed by the department in question; the decision shall be issued in writing.

### **Section 13 Fraud, Breach of Regulations, Exclusion from Further Participation**

(1) In case of an attempt to commit fraud or to influence the result of an examination through the use of unauthorised materials, the examination in question shall be graded as 'unsatisfactory' (5.0).

(2) Persons who disturb the orderly examination process may be excluded from continuing the examination in question by the authorised examiner or the supervising person; in this case the examination achievement in question shall be considered to be 'nicht ausreichend' (unsatisfactory; 5.0).

(3) In case of repeated or severe breach of regulations in the sense of Paragraph 1 or Paragraph 2, the Examinations Committee may exclude students from further participation in the examination.

### **Section 14 Revocation of Degrees**

The revocation of Bachelor's and Master's degrees shall be governed by Section 69 BayHSchG.

### **Section 15 Faults in the Examination Process**

(1) Should it turn out that the examination process was faulty in a manner that influenced the result of the examination, it shall be ordered upon a student's request that a certain student or all students shall resit the examination or parts of the same.

(2) Faults in the examination process shall be reported to the chairperson of the Examinations Committee or the examiner without delay.

(3) Six months after completion of the examination, resit examinations may no longer be ordered ex officio as stipulated in Paragraph 1.

### **Section 16 Written Examination**

(1) <sup>1</sup>In written examinations students are required to prove that they are capable of identifying a problem within a limited period and with limited materials, using the conventional methods employed in their field, and to find a solution to this problem. <sup>2</sup>Written examinations may take the form of a *Klausur* – which may also be administered in electronic form in accordance with Section 17a – assignment or term paper. <sup>3</sup>In exceptional cases (in particular due to stays abroad, illness or disproportionate strain on resources), the Examinations Committee may permit a change in the type of examination. <sup>4</sup>In case of a change in the type of examination due to disproportionate strain on resources, the change must be announced to students by the examiner at least two weeks before the start of the lecture period. <sup>5</sup>Such a change is subject to approval by the Examinations Committee.

(2) The duration of the written examination shall be governed by the relevant **degree programme and examination regulations**.

(3) <sup>1</sup>Written examinations shall generally be graded by the author of the examination questions. <sup>2</sup>If a written examination achievement is graded as 'nicht ausreichend' (unsatisfactory) it shall be presented to a second examiner for evaluation. <sup>3</sup>The examiner's evaluation must be documented in writing and reasons for the final rating must be made clear.

(4) <sup>1</sup>Written examinations (*Klausuren*) may take the form of multiple-choice examinations (single or multiple choice), either in full or in part. <sup>2</sup>Detailed information on the modules in which written examinations take the form of multiple choice questions are given in the module handbook. <sup>3</sup>The examinee shall state which of the answers presented along with the questions they deem to be correct. <sup>4</sup>Examination questions must allow for reliable examination results. <sup>5</sup>It must be specified during the design of the examination questions which of the answers shall be accepted as correct. <sup>6</sup>If the question does not allow multiple answers, multiple answers shall be inadmissible and disregarded. <sup>7</sup>Before the evaluation of the examination results, at least two of the authors of the examination shall assess whether the examination questions are faulty with regard to the requirements set forth in Sentence 4. <sup>8</sup>Should they determine that individual examination questions are faulty, these shall not be taken into account in the evaluation of the examination result; the number of examination questions shall be considered to have been reduced. <sup>9</sup>This reduction of the number of examination questions may not result in disadvantages for any of the examinees. <sup>10</sup>No minus points may be awarded outside of individual examination questions.

(5) <sup>1</sup>The examinations according to Paragraph 4 (1) shall be considered to have been passed if

1. the examinee answered at least 50 percent of the examination questions correctly/achieved at least 50 percent of the attainable points, or
2. the examinee answered at least 40 percent of the examination questions correctly/achieved at least 40 percent of the attainable points and the number of correct answers/points obtained is no more than 17 percent below the average number of correct answers/points obtained by all examinees sitting the examination for the first time.

<sup>2</sup>If Sentence 1 (2) is applied, the Dean of Studies shall be notified.

(6) In case of written examinations that are not entirely composed of multiple choice questions, Paragraphs 4 and 5 shall only apply for this part.

### **Section 17 Oral Examination**

(1) <sup>1</sup>In oral examinations students are required to prove that they grasp the context of their subject and can handle specific questions in this context. <sup>2</sup>Oral examinations shall be conducted, unless otherwise stated, in the presence of an observer appointed by the examiner. <sup>3</sup>In exceptional cases (in particular due to stays abroad, illness or disproportionate strain on resources), the Examinations Committee may permit a change in the type of examination. <sup>4</sup>In case of a change in the type of examination due to disproportionate strain on resources, the change must be announced to students by the examiner at least two weeks before the start of the lecture period. <sup>5</sup>Such a change is subject to approval by the Examinations Committee.

(2) Oral examinations generally have a duration of at least 30 minutes; **degree programme and examination regulations** may contain provisions deviating from this.

(3) In oral examinations every examiner shall determine the grade according to Section 18 in the presence of several authorised examiners.

(4) <sup>1</sup>Minutes shall be recorded for oral examinations; they shall include the following: time, date and duration of the examination; subject and result of the examination; the names of the examiners, the observer and the student; and any special occurrences. <sup>2</sup>The minutes shall be signed by the authorised examiners and the observer. <sup>3</sup>It shall not be necessary to record the questions asked in the examination or the answers given.

### Section 17a Computer-based Examinations

<sup>1</sup>Examinations may be administered in electronic form. <sup>2</sup>Detailed information on the modules in which examinations are in electronic form are given in the module handbook. <sup>3</sup>Computer-based examinations (e-examinations) are examinations which are administered and evaluated via computer-aided or digital media. <sup>4</sup>The authenticity and integrity of the examination results shall be verified. <sup>5</sup>Automatically calculated evaluations of examination achievements shall be verified by one examiner at the request of the examinee or two examiners in case of a failed examination.

### Section 18 Evaluation of Examinations, Grade Scale, Final Grade

(1) <sup>1</sup>The evaluation of individual examination achievements shall be expressed by the examiners with the following ratings and grades:

sehr gut (very good)	= (1.0 or 1.3)	an outstanding achievement
gut (good)	= (1.7 or 2.0 or 2.3)	an achievement that exceeds the average requirements considerably
befriedigend (satisfactory)	= (2.7 or 3.0 or 3.3)	an achievement that fulfils average requirements
ausreichend (sufficient)	= (3.7 or 4.0)	an achievement that fulfils the requirements despite flaws
nicht ausreichend (unsatisfactory)	= (4.3 or 4.7 or 5.0)	an achievement that no longer fulfils requirements due to considerable flaws

<sup>2</sup>An examination (Section 6 [2]) has been passed if it has received at least the grade 'ausreichend' (sufficient). <sup>3</sup>For ungraded examinations (Section 6 [3][6]) the rating shall be 'bestanden' (passed) or 'nicht bestanden' (failed); this also applies in the case of a combination of several course achievements in cases as described in Section 6 (2)(3).

<sup>4</sup>Except when otherwise stipulated in the relevant **degree programme and examination regulations**, a module examination shall have been passed when all parts of the examination or partial achievements (Section 6 [2][3]) have been passed. <sup>5</sup>If an examination has several examiners or several parts or partial achievements, the total grade is calculated from the weighted average of the individual grades. <sup>6</sup>One decimal place shall be shown in the calculation of the grade; further decimal places shall be omitted without being rounded.

(2) <sup>1</sup>Multiple choice examination (single or multiple choice) shall be graded as follows:

<sup>2</sup>Students who answer the required minimum of examination questions according to Section 16 (4)(1) correctly shall receive the grade

1.0 (sehr gut/very good) if at least 75 percent of the remaining questions were answered correctly or remaining points were achieved,

2.0 (gut/good) if at least 50 percent but less than 75 percent of the remaining questions were answered correctly or remaining points were achieved,

3.0 (befriedigend/satisfactory) if at least 25 percent but less than 50 percent of the remaining questions were answered correctly or remaining points were achieved,

4.0 (ausreichend/sufficient) if no or less than 25 percent of the remaining questions were answered correctly.

<sup>3</sup>The grades can be increased or decreased by increments of 0.3 according to the percentage; the grades 0.7 and 4.3 shall not be awarded. <sup>4</sup>Students who do not achieve the required minimum shall receive the grade 5.0. <sup>5</sup>Sentence 3 notwithstanding, in addition to the grade 5.0, the grades 4.3 and 4.7 may also be awarded in cases in which examinations according to Section 16 (7) partly take the form of a multiple choice examination.

(3) The Grundlagen und Orientierungsprüfung (GOP) shall have been passed if the requirements stipulated in Section 25 of these examination regulations and in the relevant **degree programme and examination regulations** have been fulfilled.

(4) <sup>1</sup>The overall grade of the GOP, the Bachelor's examination, the Master's examination and the modules shall be as follows:

at an average of up to 1.5 = sehr gut (very good)

at an average of over 1.5 and up to 2.5 = gut (good)

at an average of over 2.5 and up to 3.5 = befriedigend (satisfactory)

at an average of over 3.5 and up to 4.0 = ausreichend (sufficient)

<sup>2</sup>Students who pass the Bachelor's or Master's examination with a final grade between 1.0 and 1.2 shall receive the overall assessment 'mit Auszeichnung bestanden' (passed with distinction).

(5) <sup>1</sup>If a module consists of more than one graded part or partial examination (Section 6 [2][3]), the module grade shall be calculated from the individual grades weighted according to their number of ECTS credits, insofar as the relevant **degree programme and examination regulations** do not specify otherwise. <sup>2</sup>If parts of examinations or partial examinations are not worth any ECTS credits, the module co-ordinator shall specify how the module grade is calculated from the evaluations of the individual parts of the module examination in the module catalogue; Paragraph 1 (6) shall apply accordingly. <sup>3</sup>If no graded examination is conducted, the successfully completed module shall be rated as 'bestanden' (passed).

(6) <sup>1</sup>The final grade of the GOP shall be calculated using all module grades from the modules required for passing the GOP with the weighting of their ECTS credits. <sup>2</sup>In case of several possible modules, the better results shall be used.

(7) <sup>1</sup>All module grades of the Bachelor's degree programme shall be included in the calculation of the final grade of the Bachelor's examination with the weighting of the ECTS credits. <sup>2</sup>Paragraph 1 (6) shall apply accordingly.

(8) <sup>1</sup>All module grades of the Master's degree programme shall be included in the calculation of the final grade of the Master's examination with the weighting of the ECTS credits. <sup>2</sup>Paragraph 1 (6) shall apply accordingly.

(9) The **degree programme and examination regulations** may stipulate that individual module examinations shall be given a different weighting in the calculation of the final grade of the Bachelor's or Master's examination.

### Section 19 Invalidity of Examinations

(1) If fraudulent methods were used during the examination and if this only becomes known after the certificate has been awarded, the Examinations Committee may cor-

rect the grade after the fact and declare the examination as having been failed in part or in full.

(2) If the requirements for admission to the examination were not fulfilled while no fraudulent acts were committed wilfully and if this fact only became known after the certificate has been awarded, these circumstances shall be considered remedied by the passing of the examination.

(3) Students shall be given the opportunity to make a statement before a decision is taken.

(4) <sup>1</sup>The incorrect certificate shall be withdrawn; a new certificate shall be issued if applicable. <sup>2</sup>A decision according to Paragraph 1 shall be excluded after a period of five years starting with the certificate's date of issue.

### **Section 20 Inspection of Examination Records**

(1) After the completion of the individual examination procedures, students shall on request be entitled to inspect their written examination papers, the corresponding reviews by the examiners, and the examination minutes.

(2) <sup>1</sup>Students shall submit the request to the responsible examination body within one month of being notified of their grades. <sup>2</sup>Unless the Examinations Office is responsible, the examiner shall allow the inspection; further details are decided by the Examinations Committee. <sup>3</sup>Students prevented from observing the deadline according to Sentence 1 without any fault of their own shall be granted restitutio in integrum according to Section 32 of the Bavarian Administrative Procedures Act (BayVwVfG) as amended from time to time.

### **Section 21 Report, Diploma Supplement, Transcript of Records, Certificate**

(1) Students who have successfully completed a degree programme shall receive a report, a transcript of records, a diploma supplement and a degree certificate, if possible within four weeks.

(2) <sup>1</sup>The report shall contain the modules and module grades and the final grade of the Bachelor's or Master's examination; it shall also contain the topic of the Bachelor's or Master's thesis. <sup>2</sup>The transcript of records lists all modules attended; the report and the transcript of records may be combined into one document. <sup>3</sup>The transcript of records and the diploma supplement shall be issued in English and German. <sup>4</sup>Further details on the diploma supplement, in particular regarding its content, shall be determined by the Examinations Committee. <sup>5</sup>Information not yet available to the Examinations Office must be submitted together with the required proof by the time of the degree programme's completion at the latest; otherwise this information may no longer be taken into consideration for the documents listed in Paragraph 1.

### **Section 22 Notification on Failed Examinations**

Upon request and submission of the required certificates as well as the de-registration certificate, students who have failed the Bachelor's or Master's examination permanently shall receive a written confirmation showing that the examination was failed, which grades were achieved in the individual module examinations and which examination achievements are still missing.

### **Section 23 Adjustments to Examination Arrangements**

(1) <sup>1</sup>The examination procedure shall be adjusted to take into account the nature and extent of a student's disability. <sup>2</sup>Students with a doctor's certificate showing credibly

that they are either in part or fully incapable of sitting the examination in the intended manner due to long-term or permanent physical disabilities shall be entitled to have the permission of the chairperson of the Examinations Committee to offset this disadvantage by a corresponding extension of their working time or by the examination process being structured differently.

(2) Adjustments to examination arrangements may be made for pregnant students, if the student submits medical certificate confirming that she will be at least 30 weeks pregnant by the examination date to the Examination Committee responsible within four weeks before the examination date.

(3) <sup>1</sup>Decisions according to Paragraphs 1 and 2 shall only be taken by the chairperson of the Examinations Committee upon written request. <sup>2</sup>The student may be required to submit a certificate from an official medical examiner proving the fulfilment of the conditions in Paragraph 1. <sup>3</sup>Applications for adjustments to examination arrangements should be made to the Examinations Committee four weeks before the examination.

## II: Bachelor's Examination

### Section 24 Admission Requirements for Examinations

(1) <sup>1</sup>Students enrolled in a Bachelor's degree programme shall be deemed as admitted to the Bachelor's examination and the module examinations of which the Bachelor's examination consists, unless admission is to be refused. <sup>2</sup>Admission shall be refused if:

1. requirements are not met or certificates are not submitted at all or not in due time as stipulated in these examination regulations and in the **degree programme and examination regulations**
2. the GOP, the Bachelor's examination, the Diplom intermediary examination or the Diplom examination in the same subject or in a related subject (specified in the Faculty of Engineering's list of related degree programmes) has been failed at the final attempt
3. de-registration of the student resulting in the revocation of the student's right to sit the examination is effected

(2) If admission to the examinations is to be refused, the decision shall be taken without delay, furnished with reasons and information on legal remedies available and announced to the student.

### Section 25 Grundlagen- und Orientierungsprüfung (GOP)

(1) In the Grundlagen- und Orientierungsprüfung (GOP) students should prove that they:

- can fulfil the requirements of an academic course of study in the chosen subjects
- have acquired particularly the methodological skills required to continue their studies successfully

(2) <sup>1</sup>The GOP consists of modules worth at least 30 ECTS credits. <sup>2</sup>The GOP shall have been passed when all modules designated as part of the GOP in the relevant **degree programme and examination regulations** have been passed and all requirements stipulated in the **degree programme and examination regulations** have been fulfilled. <sup>3</sup>The relevant **degree programme and examination regulations** shall specify subject, type and scope of the GOP.

## Section 26 Bachelor's Examination

<sup>1</sup>The **degree programme and examination regulations** shall specify subjects, type and scope of the Bachelor's examination. <sup>2</sup>The Bachelor's examination shall have been passed if all subject modules required according to the relevant **degree programme and examination regulations** have been passed achieving 180 ECTS credits, or 210 ECTS credits for degree programmes with seven semesters.

## Section 27 Bachelor's Thesis

(1) <sup>1</sup>The Bachelor's thesis is supposed to show that the student is capable of dealing with a problem from their field independently according to scientific methods within a set period and presenting the results in an appropriate form. <sup>2</sup>It shall receive between 8 and 12 ECTS credits according to the relevant **degree programme and examination regulations**.

(2) <sup>1</sup>Unless the relevant **degree programme and examination regulations** state otherwise, full-time university lecturers at the Faculty of Engineering for the degree programme in question (supervisors) shall be entitled to assign Bachelor's theses. <sup>2</sup>The Examinations Committee shall have the right to grant and regulate exceptions. <sup>3</sup>The Examinations Committee may permit students to write their Bachelor's thesis at an institution outside the University if supervision there is ensured.

(3) <sup>1</sup>Students shall ensure that they receive a subject for their Bachelor's theses at the latest by the start of the last semester of the degree programme's standard duration. <sup>2</sup>To be admitted to the Bachelor's thesis students must have obtained at least 110 ECTS credits as well as successfully completed the GOP. <sup>3</sup>The Examinations Office shall be notified of the subject and the date of allocation. <sup>4</sup>Should a student, despite a genuine effort to that end, not be allocated a subject, the chairperson of the Examinations Committee shall, in consultation with a representative of the student's department, allocate a subject and a supervisor to the student.

(4) <sup>1</sup>The period between the allocation of the subject and the date of the Bachelor's thesis' submission (standard thesis work period) shall be five months. <sup>2</sup>The scope of the subject must be such that it can be dealt with within the standard thesis work period. <sup>3</sup>With the Examinations Committee's approval, the supervisor may extend the work period by a maximum of one month upon receiving a justified request.

<sup>4</sup>If a student submits a doctor's certificate proving that they are incapable of working on the Master's thesis, the period for thesis work shall be held in abeyance.

(5) <sup>1</sup>The subject of the Bachelor's thesis may only be returned once and within the first three weeks of the thesis work period; returning the subject shall not be permitted for repetitions of the Bachelor's thesis. <sup>2</sup>If the subject is returned where it is not admissible, the Bachelor's thesis shall receive the evaluation 'nicht ausreichend' (unsatisfactory; 5.0); it shall be regarded as rejected. <sup>3</sup>Sentence 2 shall apply accordingly if the Bachelor's thesis is not submitted on time.

(6) <sup>1</sup>Unless otherwise stipulated in the relevant **degree programme and examination regulations**, the thesis shall be written in German, or in English with the permission of the supervisor. <sup>2</sup>With the supervisor's agreement, the chairperson of the Examinations Committee may permit students to write the thesis in a different language upon request.

(7) <sup>1</sup>One printed and bound copy and one digital copy (PDF document on a storage device) of the thesis shall be submitted to the supervisor. <sup>2</sup>The supervisor shall inform the Examinations Office of the date of submission without delay. <sup>3</sup>The Bachelor's the-

sis shall include a declaration by the student confirming that the thesis is an original work and that no other sources or materials than the ones listed were used.

(8) <sup>1</sup>The Bachelor's thesis is usually graded by the supervisor; Section 16 (3) shall apply accordingly. <sup>2</sup>The chairperson of the Examinations Committee shall work towards the Bachelor's thesis being graded within one month. <sup>3</sup>The thesis shall be accepted if it receives at least the grade 'ausreichend' (sufficient).

(9) <sup>1</sup>If a Bachelor's thesis is rejected, it may be repeated once; a second repetition or revision shall not be permitted. <sup>2</sup>The student shall ensure that they receive a new subject for the repetition of the Bachelor's thesis within two months following the announcement of the rejection; otherwise the Bachelor's thesis shall be regarded as having been failed at the final attempt; Paragraph 3 (3) and (4) shall apply accordingly. <sup>3</sup>Paragraphs 1 to 8 shall apply accordingly to the repetition.

### Section 28 Resit Examinations

(1) <sup>1</sup>With the exception of the GOP and the Bachelor's thesis, every module examination or partial module examination may be resat twice; course achievements may be repeated as often as necessary. <sup>2</sup>The resit examination shall be limited to the failed examination or course achievement. <sup>3</sup>Examinations that are part of the GOP may only be resat once; Section 27 (9)(1) shall apply to repetition of the Bachelor's thesis. <sup>4</sup>Resit examinations shall take place at the earliest possible date, which is usually within six months of notification of the first examination result. <sup>5</sup>The **degree programme and examination regulations** may specify that examinations for elective modules that have already been started must be resat in the case of a change of module. <sup>6</sup>Resit examinations of the GOP shall not be offered before the examination period following the period of the first attempt. <sup>7</sup>The student shall be considered as registered for the next resit examination. <sup>8</sup>The deadline for resit examinations shall not be interrupted by de-registration, change to or from a degree programme, or leave. <sup>9</sup>If a student misses the resit examination or the resit period is not observed, the examination shall be deemed to have been failed unless the Examinations Committee grants the student a respite due to special reasons beyond the student's control. The standard deadlines according to Section 7 (1) shall continue to apply. <sup>10</sup>The provisions regarding maternity protection and parental leave (Section 7 [2]) shall apply.

(2) <sup>1</sup>Voluntarily resitting a passed examination of the same module shall not be permitted. <sup>2</sup>Unless the **degree programme and examination regulations** state otherwise, alternative modules may be completed to replace failed modules; the failed attempts in the previous alternative module shall be counted unless the **degree programme and examination regulations** state otherwise. <sup>3</sup>The same shall apply to modules that are attended and completed within the examination periods in Section 7 in addition to successfully completed modules. <sup>4</sup>If a student completes additional modules, they shall decide which of the achievements shall go into the calculation of the grade. <sup>5</sup>Students shall notify the Examinations Office of their decision at the latest by the end of the degree programme. <sup>6</sup>The choice shall thus become binding. <sup>7</sup>If no choice is made, the Examinations Office shall count the better achievements out of the student's achievements for a semester. <sup>8</sup>The achievements that are left out shall not be counted towards the grade but shall be listed in the transcript of records.

(3) Subject to the special provisions in the **degree programme and examination regulations**, students may choose in which order they complete the modules.

### III. Master's Examination

#### Section 29 Qualification for a Master's Degree Programme

(1) Qualification for a Master's degree programme shall be proved through:

1. An undergraduate degree that is subject-specific or subject-related to the Master's degree programme in question from a university or another degree leading to equivalent expertise; the relevant degree programme and examination regulations of the Master's degree programmes shall govern the subject-specific and subject-related degrees according to Clause 1. Unless the degree programme and examination regulations state otherwise, the 'Bachelor-Master-Ampel', of which students are notified according to local practice, shall apply.
2. Proof of sufficient English proficiency where this is required according to the relevant **degree programme and examination regulations**.
3. Passing the qualification assessment process according to Appendix 1.

(2) <sup>1</sup>In terms of the skills and knowledge gained, the degrees according to Paragraph 1 (1) must not differ significantly from the subject-specific Bachelor's examination according to these examination regulations including the relevant **degree programme and examination regulations**. <sup>2</sup>If there are differences which can be substituted, the Admissions Committee may grant admission under the condition that proof of further achievements worth up to a maximum of 20 ECTS credits and to be determined by the Admissions Committee be submitted within one year of taking up studies for a Master's degree. <sup>3</sup>Section 61 (4) and Section 63 BayHSchG shall apply to the assessment of equivalence of German and foreign degrees. <sup>4</sup>Sentence 2 shall apply to subject-related degrees accordingly.

(3) <sup>1</sup>Paragraph 1 (1) notwithstanding, students enrolled in a Bachelor's degree programme may be admitted to a Master's degree programme if they have achieved at least 140 ECTS credits. <sup>2</sup>Proof of the successfully completed Bachelor's degree shall be submitted at the latest within one year of taking up the degree programme; completing the Bachelor's degree programme is a prerequisite for formally starting the Master's degree programme. <sup>3</sup>Admission to the Master's degree programme shall be granted with reservations.

(4) Paragraphs 1–3 notwithstanding, the qualification assessment process for the Elite degree programmes and the Master's degree programme International Project Management in Systems Engineering shall be governed by the relevant **degree programme and examination regulations**.

#### Section 30 Admission to Examinations

<sup>1</sup>Students enrolled in a Master's degree programme shall be deemed as admitted to the Master's examination and the module examinations of which the Master's examination consists, unless admission is to be refused. <sup>2</sup>If there are elective options for the modules to be completed for the Master's examination, the students shall only be admitted to the modules they choose by registering for the examination; the choice shall be binding. <sup>3</sup>Admission shall be refused if:

1. Requirements are not met or certificates are not submitted at all or not in due time as stipulated in the **degree programme and examination regulations**
2. The Diplom examination or the Master's examination in a related subject (specified in the Faculty of Engineering's list of related degree programmes) has been failed at the final attempt
3. De-registration of the student resulting in the revocation of the student's right to sit the examination is effected.

### Section 31 Master's Examination

(1) <sup>1</sup>The Master's examination shall consist of the required module examinations including the Master's thesis module. <sup>2</sup>The relevant **degree programme and examination regulations** may stipulate that the Master's thesis is to be complemented by a final oral examination. <sup>3</sup>The Master's examination shall have been passed if all required course-related module examinations and the Master's thesis module including the oral final examination module, where applicable, have been passed.

(2) The relevant **degree programme and examination regulations** shall specify subject, type and scope of the Master's examination including, if applicable, vocational practice.

### Section 32 Master's Thesis

(1) <sup>1</sup>The Master's thesis is an assessment which concludes the Master's degree. <sup>2</sup>It is supposed to show that the student is capable of dealing with a problem from their field independently and according to scientific methods within a set period. <sup>3</sup>The Master's thesis may not to any significant degree be identical to a previously submitted Diplom, Bachelor's or Master's thesis, or dissertation. <sup>4</sup>The relevant **degree programme and examination regulations** shall govern the allocation of ECTS credits.

(2) <sup>1</sup>Students shall ensure that they receive a subject for their Master's theses at the latest by the start of the last semester of the degree programme's standard duration. <sup>2</sup>The subject and the date of its allocation shall be confirmed by the supervisor and presented to the Examinations Office. <sup>3</sup>Should a student, despite a genuine effort to that end, not be allocated a subject, the chairperson of the Examinations Committee shall, in consultation with a representative of the student's department, allocate a subject and a supervisor to the student.

(3) <sup>1</sup>Unless the relevant **degree programme and examination regulations** state otherwise, full-time university lecturers at the Faculty of Engineering for the degree programme in question (supervisors) shall be entitled to assign Master's theses. <sup>2</sup>The Examinations Committee shall have the right to grant and regulate exceptions. <sup>3</sup>The Examinations Committee may permit students to write their Master's thesis at an institution outside the University if supervision there is ensured.

(4) <sup>1</sup>The time between the selection of a subject and the submission of the Master's thesis shall be six months, or twelve months for part-time degree programmes; the scope of the subject must be such that it can be dealt with within this period. <sup>2</sup>The Examinations Committee shall have the right to extend the period for the Master's thesis by a maximum of three months upon receiving a justified request. <sup>3</sup>If a student submits a doctor's certificate proving that they are incapable of working on the Master's thesis, the period for thesis work shall be held in abeyance.

(5) <sup>1</sup>The subject may only be returned once with good reason and with the approval of the chairperson of the Examinations Committee within the first third of the period for thesis work. <sup>2</sup>Otherwise the Master's thesis shall be graded 'nicht ausreichend' (unsatisfactory; 5.0) when the subject is returned; it shall be regarded as rejected.

(6) <sup>1</sup>Unless otherwise stipulated in the relevant **degree programme and examination regulations**, the Master's thesis shall be written in German, or in English with the permission of the supervisor. <sup>2</sup>The Master's thesis shall contain a summary of results at the end. <sup>3</sup>The Master's thesis shall include a declaration by the student confirming that the thesis is an original work and that no other sources or materials than the ones listed were used. <sup>(4)</sup> One printed and bound copy and one digital copy (PDF document

on a storage device) of the Master's thesis shall be submitted to the supervisor; the date of submission shall be recorded. <sup>5</sup>If the Master's thesis is not submitted in time, it shall be graded 'nicht ausreichend' (unsatisfactory; 5.0); it shall be regarded as rejected.

(7) <sup>1</sup>The Master's thesis is usually graded by the supervisor; Section 16 (3) shall apply accordingly. <sup>2</sup>The chairperson of the Examinations Committee shall usually work towards the Master's thesis being graded within one month.

(8) <sup>1</sup>The Master's thesis shall be accepted if it receives at least the grade 'ausreichend' (sufficient). <sup>2</sup>It shall be rejected if it receives the grade 'nicht ausreichend' (unsatisfactory).

(9) <sup>1</sup>If the Master's thesis is rejected or if it is regarded as rejected, it may be repeated once; a second repetition shall not be permitted. <sup>2</sup>The student shall ensure that they receive a new subject for the repetition of the Master's thesis within the semester following the announcement of the rejection; otherwise the Master's thesis shall be regarded as having been failed at the final attempt; Paragraph 2 (3) shall apply accordingly. <sup>3</sup>Paragraphs 1–8 shall apply accordingly for the repetition of the Master's thesis; returning the subject shall not be permitted. <sup>4</sup>The chairperson of the Examinations Committee may, if this is not impossible according to the reviews and with the student's approval, permit the student to submit a revised version of the Master's thesis within six months of the announcement of its rejection; in the case of revision, Paragraphs 1–8 shall apply accordingly.

(10) Provisions that deviate from Paragraph 1–9 may be agreed upon within the framework of dual degree agreements or degree programme co-operations.

### **Section 33 Resit Examinations**

For resit examinations Section 28 shall apply accordingly.

## **IV. Final Provisions**

### **Section 34 Legal Validity, Transitory Provisions**

(1) <sup>1</sup>These examination regulations shall come into effect on 01 October 2007. <sup>2</sup>They shall apply to students starting a degree programme from the winter semester 2007/08 onwards.

(2) Students who study under the General Examination Regulations at the Faculty of Engineering from 17 October 1972 (KMBI 1973 p. 91) and the **degree programme and examination regulations** for their degree programme shall be examined according to those regulations.

## Appendix:

### Qualification assessment process for Master's degree programmes at the Faculty of Engineering at Friedrich-Alexander-Universität Erlangen-Nürnberg

(1) The qualification assessment process for the relevant Master's degree programme shall be carried out as necessary, but at least once before the start of the lecture period of the semester preceding the regular start of a degree programme.

(2) <sup>1</sup>Applications for the qualification assessment process must be submitted to the Master's Office by 15 July for the winter semester and 15 January for the summer semester. <sup>2</sup>The application shall contain:

1. A certificate proving that the applicant holds a university degree according to Section 29 (1)(1) (report, transcript of records, diploma supplement or comparable documents) or a transcript of records with at least 140 ECTS credits in the case set forth in Section 29 (3).
2. An application letter
3. Where applicable, further documents as proof of fulfilment of the requirements set forth in the relevant **degree programme and examination regulations**.

(3) <sup>1</sup>In accordance with Section 11, qualification assessment shall be the responsibility of the Admissions Committee of the Master's degree programme in question. <sup>2</sup>The Admissions Committee may transfer the task of co-ordinating and carrying out the process to individual members unless otherwise stated. <sup>3</sup>The Admissions Committee shall fulfil its obligations in co-operation with the Master's Office.

(4) <sup>1</sup>Admission to the qualification assessment process shall be subject to the timely and complete submission of the documents listed in Paragraph 2. <sup>2</sup>The qualification assessment process shall be carried out with those applicants who fulfil the requirements according to the provisions in Paragraph 5. <sup>3</sup>Applicants who are rejected shall receive a rejection notification including reasons and information on legal remedies available.

(5) <sup>1</sup>The relevant Admissions Committee shall carry out a preselection based on the submitted documents as part of the qualification assessment process to assess whether an applicant qualifies for a Master's degree programme. <sup>2</sup>The Admissions Committee shall deem the applicant qualified based on submitted documents if:

1. The final grade of the subject-specific or subject-related/equivalent degree fulfils the provisions under Section 29 (1)(1) or in the case of Section 29 (3) if the student has achieved an average of 2.50 (gut/good) or better in their previous achievements; for degrees graded on the basis of a different grading system Section 12 (3) shall apply accordingly **or**
2. Subject- or degree programme-related compulsory modules especially from the fourth semester of the Bachelor's programme onwards according to these examination regulations or equivalent modules at another university were passed with a certain grade average or minimum grade; the modules and the grade requirements shall be governed by the relevant **degree programme and examination regulations**.

<sup>3</sup>Applicants who cannot be admitted to the Master's degree programme in the course of the preselection shall be invited to an oral admission examination. <sup>4</sup>Sentence 2 (1) notwithstanding, individual **degree programme and examination regulations** can specify whether candidates with a degree from a related subject or an equivalent degree in the sense of Section 29 (2)(2) shall be subject to an oral admission examination for admission to the Master's degree programme. <sup>5</sup>The date of the oral admission examination shall be announced at least one week in advance. <sup>6</sup>If an applicant should

be unable to attend due to reasons beyond their control, a second date may be set upon justified request up until two weeks before the start of the lecture period. <sup>7</sup>The oral admission examination shall generally be held as an individual examination and have a length of approximately 15 minutes; it may be held as a group examination with a maximum of five applicants and a length of about 15 minutes per applicant. <sup>8</sup>With the applicant's approval, the oral admission examination may be conducted via video link. <sup>9</sup>It shall be conducted by at least one member of the Admissions Committee in the presence of an observer; Section 17 (4) shall apply accordingly. <sup>10</sup>The oral admission examination is supposed to demonstrate that the applicant possesses the required technical and methodological expertise and can be expected to carry out independent academic work in a more research-orientated degree programme; the individual **degree programme and examination regulations** shall specify the criteria of the examination and their weightings. <sup>11</sup>The examination shall be rated as 'bestanden' (passed) or 'nicht bestanden' (failed). <sup>12</sup>Applicants shall be notified of the result of the oral admission examination in writing. <sup>13</sup>A rejection notification shall include reasons and information on the legal remedies available.

(6) Section 23 shall apply accordingly.

(7) Applicants shall bear their own costs of the qualification assessment process themselves.

(8) Confirmation of passing the qualification assessment process shall remain valid indefinitely, provided that the qualification assessment process for the relevant Master's degree programme has not been changed significantly.