

**Unofficial version of the JSL**

Dated September 16, 2002 (Official Announcements Vol. 33, No. 39, pp. 153–169)  
In the version of March 29, 2019 (Official Announcements Vol. 50, No. 40, pp. 172–184)

## **Examination Regulations of the Albert-Ludwigs University for the Master of Arts (M.A.) Programme**

Pursuant to Section 51, Paragraph 1, Clause 2 of the University Act, the Rector made an urgent decision on September 9, 2002, and adopted the following examination regulations.

The Rector gave his approval on September 9, 2002.

### **Contents**

- § 1 Scope of Examination Regulations
- § 2 Access and Admission Requirements
- § 3 Academic Degree
- § 4 Programme Structure
- § 5 Examination Board and Examination Office
- § 6 Examiners, Associate Examiners, and Assessors
- § 7 Recognition of **Academic Duration**, Pass/fail Assessments, and Graded Assessments
- § 8 Purpose and Scope of the Master's Examination
- § 9 Pass/fail Assessments
- § 10 Course-related Graded Assessments
- § 11 Registration and Admission for Course-Related Examinations
- § 12 Course-Related Oral Examinations
- § 13 Course-Related Written Examinations
- § 13a Multiple Choice Written Examinations
- § 13b Pass/Fail Assessments and Course-Related Graded Examinations Using New Media
- § 14 Evaluation of Course-Related Graded Examinations
- § 15 Module Grade Calculations
- § 16 Awarding of ECTS Credits
- § 17 The Passing or Failing of Course-Related Graded Examinations
- § 18 Registration and Admission to the Master's Thesis
- § 19 Master's Thesis
- § 20 Oral Master's Examination
- § 21 Calculation of the Overall Grade of the Master's Examination
- § 22 Re-taking Course-Related Graded Examinations, Failure of the Master's Examination
- § 23 Certificate, Transcript of Records, and Diploma Supplement
- § 24 Certificate
- § 25 Notification and Certificate in Case of Failure of the Master's Examination
- § 26 Withdrawal, Academic Misconduct, Breach of Regulations, Protection Periods
- § 27 Reasonable Accommodations
- § 28 Access to Exam Scripts and Retention of Examination Records
- § 29 Special Regulations for Joint Master's Programs with Partner Institutions
- § 29a Transitional Arrangements
- § 30 Commencement

Annex A

Annex B

## **§ 1 Scope of Examination Regulations**

These examination regulations apply to all those degree programmes leading to the Master of Arts qualification the Albert-Ludwigs University listed in Annex A of this document at.

## **§ 2 Access and Admission Requirements**

The access and admissions requirements are stipulated by the Admission and Enrolment Regulations of the Albert-Ludwigs University, as well as by the specific admission regulations and selection statutes applicable to each individual master's program.

## **§ 3 Academic Degree**

Upon successful completion of the Master's examination, the academic degree of Master of Arts (abbreviated as M.A.) is awarded by the Albert-Ludwigs University.

## **§ 4 Programme Structure**

(1) The master's program pertains to a field of study to be chosen by the student in accordance with Annex A of this document.

(2) The master's programme is modular in structure. The European Credit Transfer and Accumulation System (ECTS) is applied in the master's programme, meaning that all components of the course are assigned ECTS credits. The number of credits corresponds to the anticipated workload required of students. One ECTS credit equates to an average workload of 30 hours.

(3) The master's programme consists of a total of 120 ECTS credits. The standard period of study is four semesters, including the time required for the completion of the master's thesis.

(4) The course content of the individual courses, as well as further details regarding the completion of the respective course, are stipulated in the course-specific provisions in Annex B of this examination regulation.

(5) The course content of the individual courses in the course-specific provisions in Annex B of this document must be selected and limited in such a way that the degree can be completed within the standard period of study. The type, scope, and duration of pass/fail assessments and course-related graded examinations must be defined in such a way that the required workload corresponds to the ECTS credits assigned to the respective course or module. Except for the master's thesis, prerequisites for admission to course-related graded examinations can only be set if justified by special circumstances, such as didactic reasons; the justification for this must be documented in the module handbook.

(6) Pass/fail assessments and course-related graded examinations must be designed in such a way that they enable a meaningful assessment of the pre-defined learning outcomes of the module; they are module-specific and competency-oriented. Pass/fail assessments and course-related graded examinations can be completed in the following formats, among others: written exam, seminar paper, term paper, essay, written report, field trip report, written evaluation of empirical field research, handout, creation of a model solution, written case study discussion, class protocol, experiment report, semester-long exercises, certification, poster, paper review, excerpt, learning journal, oral exam, presentation, poster presentation, poster conference, project work, conducting experiments, creating videos, professionally reflected observations with written report, preparation, execution and reflection on seminar sessions, role-playing exercises, and portfolio examination.

(7) The course-specific provisions in Annex B of this document may stipulate that the student must complete a practical engagement relevant to the course objective during the semester break at a private or public institution, which is suitable for providing them with an understanding of professional practice in their field of study.

## **§ 5 Examination Board and Examination Office**

(1) The organisation of the examinations, the appointment of examiners, and decisions regarding examination matters are the responsibility of the Examination Board of the Joint Commission of the Faculty of Philology and the Faculty of Philosophy (Joint Commission). It ensures compliance with the provisions of these here examination regulations and makes the necessary decisions in accordance with the examination regulations. The Examination Board is supported in its duties by the Examination Office of the Joint Commission. It regularly reports to the Joint Commission and the Academic Committee on the development of examinations and study periods and provides suggestions for the reform and appropriate

updates of these here examination regulations.

(2) The members of the Examination Board are appointed by the Joint Commission. The Examination Board consists of four professors, one academic staff member, and one student, who has an advisory vote; all must be members of the Faculty of Philology or the Faculty of Philosophy. The term of office for the student member is one year, and for the other members, three years. Reappointment is permitted. The Joint Commission appoints one professor from among the members of the Examination Board as the Chair and another professor as their deputy; clause 4 applies accordingly. For important course-related matters that concern a study programme not assigned to the Faculty of Philology or the Faculty of Philosophy, decisions should be made in consultation with the dean responsible for the respective study programme.

(3) The Examination Board advises and makes decisions, as a rule, in a properly convened and chaired meeting. It is quorate when the Chair or their deputy and two other voting members are present. Decisions are made by simple majority; in the event of a tie, the vote of the Chair or their deputy is decisive. The meetings of the Examination Board are not open to the public. Decisions of the Examination Board can also be made in writing, by fax, via email, or in any other manner, provided that the members of the Examination Board agree to or participate in this form of decision-making.

(4) The Chair of the Examination Board handles the day-to-day business of the Committee and represents it externally. The Examination Board can, in a revocable manner, delegate the handling of specific tasks to the Chair or their deputy; this does not apply to decisions regarding appeals. Otherwise, the Chair is authorised to make urgent decisions on behalf of the Examination Board alone; they must immediately inform the Committee of such decisions. The Examination Board establishes its own rules of procedure.

(5) The members of the Examination Board are subject to confidentiality. If they are not employed in the public sector, they are required by the Chair of the Examination Board to maintain confidentiality.

(6) The members of the Examination Board have the right to be present during the conduct of examinations.

## **§ 6 Examiners, Associate Examiners, and Assessors**

(1) Individuals may only be examiners when they are authorised to examine and have the qualification gained through the given examination, or equivalent. Those authorised to examine include professors, retired professors, honorary professors, adjunct professors, and private lecturers from the University of Freiburg (Albert-Ludwigs-Universität) and its Eucor partner universities, as well as academic staff members at the University of Freiburg to whom the authority to examine has been granted. Additionally, visiting professors, guest professors, and lecturers at the University of Freiburg, as well as individuals to whom the authority to examine has been granted according to Paragraph 2, are also authorised to examine. The assessors must be knowledgeable individuals who have at least a master's degree in the relevant subject or an equivalent qualification.

(2) The procedure for granting the authority to examine to academic staff members of the Eucor partner universities, as well as to teachers seconded to the University of Freiburg, follows the procedural principles for granting the authority to examine to academic staff members as outlined in § 52, Paragraph 1, clauses 5 and 6, second half-clause of the State Higher Education Act (Landeshochschulgesetz), as amended.

(3) The Examination Board appoints examiners who are professionally qualified and upon the recommendation of the seminars/institutes or the assessors. It can delegate the appointment of the examiners to the Chair. The appointment of the assessors can be delegated to the respective examiners.

(4) If course-related graded assessments are completed alongside individual courses, the examiner is, as a rule, the instructor of the respective course, subject to the provisions in Paragraph 1.

(5) The examiners and assessors are subject to professional confidentiality. If they are not employed in the public sector, they must be required to maintain confidentiality by the Chair of the Examination Board.

(6) Unless otherwise specified in the respective course-specific provisions in Annex B of this examination regulations document, the student may propose examiners for the master's thesis and the oral master's examination. There is no legal entitlement to the appointment of a specific examiner.

## **§ 7 Recognition of Study Periods, Pass/fail Assessments, and Graded Examinations**

(1) Study periods, pass/fail assessments, and graded examinations completed in other degree programmes at state or state-recognised universities and vocational academies in the Federal Republic of Germany, or in degree programmes at foreign state or state-recognised universities, or as part of continuing education programmes, shall be recognised, unless the competencies acquired are not equivalent. The same applies to language courses completed at a university's language teaching institute.

- (2) Study periods, pass/fail assessments, and graded examinations are also evidenced by successful participation in a state-recognised distance learning module, provided that this distance learning module is academically equivalent to the content of a classroom-based study programme.
- (3) Assessment and examination achievements completed in the degree programme that serves as the entry requirement for the master's programme generally cannot be recognised in the master's programme.
- (4) The equivalence of the competencies acquired is determined if they are essentially equivalent to the competencies demonstrated by the study periods, pass/fail assessments, and graded examination achievements in the relevant subject within the master's programme at the University of Freiburg. The assessment of equivalence is not based on a rigid comparison but rather requires a holistic consideration and overall evaluation. In the recognition of study periods, assessments, and graded examination achievements completed at universities outside the Federal Republic of Germany, the equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs (Kultusministerkonferenz) and the German Rectors' Conference (Hochschulrektorenkonferenz), as well as arrangements within university partnerships, must be taken into account. In case of doubts regarding equivalence, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen) can be consulted.
- (5) The recognition of study periods, pass/fail assessment, and graded examination achievements is required for the continuation of the degree and taking examinations.
- (6) The recognition of study periods, pass/fail assessments, and graded examination achievements is decided by the examination board upon request by the student, in consultation with the relevant authorised course representative. The decision on recognition must be communicated to the student. A negative decision must be justified in writing and accompanied by information on the right of appeal.
- (7) It is the responsibility of the student to provide the necessary information about the achievements to be recognised. The required proof for recognition should be submitted by the student to the examination board by the end of the semester following their enrolment in the chosen course of the master's programme at the University of Freiburg, or by the end of the semester following the acquisition of the relevant pass/fail assessments and graded examination achievements. For certificates and other documents not issued in German, English, or French, an officially certified translation into German may be required.
- (8) When pass/fail assessments and graded examination achievements are recognised, the grades, insofar as the grading systems align, are to be transferred and included in the calculation of the module grades and overall grade in accordance with these here examination regulations. If the grading systems do not align, the chair of the examination board will determine a grade for the recognised examination achievement based on the grading levels according to § 14 and proceed as described in Clause 1. If a grade cannot be determined according to Clause 2 due to differences in grading systems, the notation "passed" will be recorded; it will not be included in the calculation of the module grades or the overall grade. Clauses 1 and 2 also apply to the allocation of ECTS credits. The recognised pass/fail assessments and graded examination achievements will be marked as such in the performance overview if they were completed at another university. The examination board will decide on the marking of pass/fail assessments and graded examination achievements completed at the University of Freiburg. The responsibility of proof that the requirements for the recognition of study and examination achievements have not been met lies with the examination board.
- (9) Students transferring from another university and lateral entrants must submit a declaration as part of the recognition process, stating whether they have definitively failed the Master's thesis or another study-related examination, or lost their right to take examinations in a Master's programme in the subject for which they are applying for enrolment, or in a related programme with essentially the same content, or if they are currently involved in an ongoing examination procedure.
- (10) Knowledge and skills acquired outside the university system will be credited, provided the acquired competences are equivalent as defined in Paragraph 4; however, they may not replace more than half of the required university studies. In particular, practical activities carried out outside the university system may be credited towards an internship required for the chosen subject in the master's programme, as specified in the course-specific regulations. Details, such as the prerequisites and scope of the recognition of knowledge and skills acquired outside the university system, can be regulated in the course-specific provisions in Annex B of these here examination regulations. Paragraphs 6 and 7 apply accordingly.

## **§ 8 Purpose and Scope of the Master's Examination**

- (1) The master's examination is intended to determine whether the student has acquired the advanced subject-specific knowledge taught during the programme, has an overview of the interconnections within their field, is able to critically assess these, and possesses the ability to independently apply scientific methods and findings.

- (2) The master's examination consists of the pass/fail assessments (module examinations); this also includes the master's thesis and the oral master's examination.
- (3) The master's examination is considered passed if all pass/fail assessments have been graded at least "sufficient" (4.0). In addition, all ECTS credits assigned to the modules that must be completed according to the respective course-specific regulations in Annex B of this document must have been earned.

## § 9 Pass/fail Assessments

- (1) Pass/fail assessments are individual written, oral, or practical tasks that are typically completed by the student in connection with the courses. They can also consist of the regular participation in a course, for which no ECTS credits are awarded. If an oral pass/fail assessment is required in the form of an oral examination, its duration must be at least 10 and no more than 30 minutes per candidate. If a written pass/fail assessment is required in the form of an exam, the duration should be at least 60 and no more than 240 minutes.
- (2) Regular attendance in a course may only be required of students if it is necessary to achieve the qualification objectives of the course; the relevant courses must be specified in the module descriptions of the applicable module handbook. In courses where regular attendance may be legitimately required, attendance will be considered regular if no more than 15 percent of the total class time is missed, unless otherwise specified in the relevant course-specific regulations in Annex B of this document. If between 15 percent and at most 30 percent of the class time is missed for a valid reason, the course instructor must, upon request, allow the student to complete a suitable substitute assessment to meet the regular attendance requirement; the request must include appropriate supporting evidence. If the student does not complete the substitute assessment, or does so late, or if no suitable substitute assessment can be offered, the attendance will be considered irregular. Unless otherwise specified in the relevant course-specific regulations in Annex B of these here examination regulations, participation in excursions and internships contrary to the provisions of Clause 2 will be considered regular only if the student has attended all sessions of the respective course. For courses as referred to in Clause 5, the instructor should, for absences of up to 15 percent of the class time for an important reason, allow the student, upon request, to complete a substitute task to fulfil the regular attendance requirement; the request must be accompanied by appropriate documentation. The provisions of Clause 4 apply accordingly. If the class time exceeds the permissible number of absences, the student must retake the course. If the associated examination has already been taken, the grade will remain, but if the examination has not been taken, the registration and any prior approval for the exam will be considered void. If a student is absent from a session of a seminar or exercise in which they were scheduled to give a presentation, the presentation must either be made in a later session or a suitable substitute assessment must be provided. If the student does not give the presentation or does not provide the substitute assessment, or does so late, the participation in the course will be considered irregular.
- (3) The modules or courses in which pass/fail assessments are to be completed are to be specified in the respective course-specific regulations in Annex B of this document. The type, scope, and duration of the study achievements to be made in each module are outlined in the current module handbook and will be communicated to the students at the latest at the beginning of each course. The dates for the submission of the pass/fail assessments will be communicated to the students at the latest at the beginning of the respective course.
- (4) If pass/fail assessments in a module are a prerequisite for participation in a study-related graded examination, this must be sufficiently defined and regulated in the respective course-specific regulations in Annex B of this documents, while ensuring compliance with the principle of proportionality. In all cases where the student has a choice between different modules or, within a module, between different courses, it is sufficient if the required information is derived from the examination regulations of the study program to which the module or course in question belongs.
- (5) The pass/fail assessments are to be evaluated by the instructor of the respective course as either "passed" or "failed," but they do not necessarily have to be graded.
- (6) Once the pass/fail assessments required for the successful completion of a module have been completed, no further pass/fail assessments can be made in that module.
- (7) If a single pass/fail assessment covers all components of a module, it is considered a module final examination as defined in § 10 (1) Clause 2.
- (8) If, after March 31, 2019, there has been no significant change to the provisions concerning the course contents in the applicable version of the relevant course-specific regulations in Annex B of these here examination regulations, the following Clause 2 shall replace Paragraph 3. The pass/fail assessments to be completed in the individual modules are specified in the currently valid module handbook and will be communicated to the students no later than at the beginning of the respective course belonging to the

module.

## **§ 10 Course-related Graded Assessments**

(1) Pass/fail assessments are completed in the form of module examinations. Module examinations are either final module exams, in which all components of a module are assessed, or module component exams, which relate to one or more components of a module. As a rule, final module exams should be provided. In justified cases, module component exams are permissible, especially when different learning outcomes are to be conveyed through various teaching and learning methods and must be assessed through different types and formats of examinations, or to offer students options; the justification must be documented in the module handbook.

(2) The specific regulations in Annex B of this document must specify at least the type of pass/fail assessments. Types of pass/fail assessments include oral exams, oral presentations, written exams, written papers, and practical assessments. Instead of specifying the type of assessment, the specific regulations may also define the format of the exam. The exact design of the pass/fail assessments is specified in the applicable module handbook and will be communicated to students no later than the start of the relevant course. If pass/fail assessments are to be completed in modules or courses that are selected from the course offerings of other degree programs, it is sufficient, in deviation from Clauses 1 to 4, if the required information is provided in the examination regulations or module handbook of the respective program. The exam dates will be announced to students no later than the beginning of the lecture period.

(3) Deviations from the type of exam or the exam format specified in the respective course-specific regulations in Annex B of this document are only permissible if, due to a circumstance for which the examiner is not responsible and whose consequences cannot be compensated in another way, the exam is not suitable in the prescribed form or would be disproportionate in terms of the required effort. The decision on whether and in which form the exam can instead be conducted is made by the examination board upon a request that must be submitted promptly by the examiner. The academic requirements of the examination must be maintained. If the examination board approves the request, the students must be informed immediately. Students who have already been admitted to the exam at the time of the examination board's decision may withdraw from the exam upon request.

(4) Once the required examinations for the successful completion of a module have been passed, no further exams can be taken in that module.

(5) If no substantial changes have been made to the provisions regarding the course contents in the applicable version of the relevant course-specific regulations in Annex B of these here examination regulations after March 31, 2019, the following Clause 2 applies instead of Paragraph 2. The type and scope of the course related examinations, which may be completed in written, oral, or practical form, are specified in the currently valid module handbook and will be communicated to the students no later than the beginning of the respective module's courses.

## **§ 11 Registration and Admission for Course-Related Examinations**

(1) Registration is required for each study-related examination. The examination board determines the form and the deadline by which the registration must be completed, and informs the students of the form and deadline for the respective registration in a timely and appropriate manner.

(2) A person is allowed to take a study-related examination if they

1. are enrolled in the respective master's program at the Albert-Ludwigs University.,
2. meet the requirements specified in the relevant course-specific regulations in Appendix B of these examination regulations,
3. have not definitively failed an examination or lost their examination right in the respective master's program, or in the same or a related program with essentially the same content.
4. are not currently involved in an examination procedure in the same master's program or in a related program with essentially the same content at another university, and
5. have registered for the respective examination in the correct form and within the specified deadline.

Related programmes with essentially the same content are considered to be Master's programmes in the same field of study with comparable scope and the same standard duration of study. Clause 1, No. 3 does not apply if the reason for the loss of examination entitlement is the final failure of an examination that lies outside the areas of examination of the respective programme according to this examination regulation.

(3) The Examination Board decides on admission to a study-related examination. Admission may only be refused if the requirements specified in paragraph 2 are not met. The decision regarding admission must

be communicated to the student. A rejection of the admission application must be communicated to the student in writing, accompanied by a justification and information on the right of appeal.

(4) Admission may be revoked if it was obtained through false information or if subsequent information arises or becomes known that would have led to a refusal of admission.

(5) The Examination Board may set a deadline by which students can withdraw from an examination for which they have registered and which is not a resit, even after the registration deadline specified in paragraph 1, clause 2 has passed. In this case, the registration and any admission already granted are considered to have not taken place.

(6) If a student should miss the scheduled date for an initial examination due to beginning studies at a foreign university they may, in agreement with the examiner, request to take the relevant examination at an earlier date. The application must be accompanied by evidence of the intended study abroad. The decision is made by the Examination Board. A separate examination date may only be set if the academic requirements of the examination are upheld.

(7) § 18 remains unaffected

## **§ 12 Course-Related Oral Examinations**

(1) Study-related oral examinations are oral exams (examination discussions) and oral presentations (e.g., lectures). They must be conducted in German or in the language in which the associated courses are taught, according to the prior determination by the examiner.

(2) An oral examination is intended to assess whether the student has achieved the qualification objectives documented in the relevant module description.

(3) Oral examinations are usually conducted as individual examinations by one examiner in the presence of an assessor, or as group examinations. Group examinations with more than three candidates must be conducted as panel examinations by at least two examiners. The duration of the oral examination is at least ten minutes and at most thirty minutes per candidate. Before determining the grade in accordance with § 14, the individual examiner must consult the assessor. In the case of a panel examination, the grade is determined as the arithmetic mean of the individual assessments; § 15, paragraph 2, clause 3 applies accordingly.

(4) Die wesentlichen Gegenstände und Ergebnisse der mündlichen Prüfung sind in einem Protokoll festzuhalten, das von dem Prüfer/der Prüferin und dem Beisitzer/der Beisitzerin beziehungsweise von den Prüfern/Prüferinnen unterzeichnet wird. Das Ergebnis der Prüfung ist dem Prüfling im Anschluss an die mündliche Prüfung bekanntzugeben.

(5) The main subjects and results of the oral examination must be recorded in a protocol, which is signed by the examiner and the assessor, or by the examiners in the case of a panel examination. The result of the examination must be communicated to the candidate immediately after the oral examination.

(6) § 20 remains unaffected.

## **§ 13 Course-Related Written Examinations**

(1) Study-related written examinations are written exams (supervised written assignments) and written papers (e.g., essays and reports).

(2) In a written exam, the student is expected to demonstrate that, based on the necessary foundational knowledge, they can complete the assigned tasks and address the topics using the common methods of their course, within a limited time and with restricted resources.

(3) The duration of written exams should be at least 60 minutes and at most 240 minutes. The dates for the exams, as well as the permitted resources, will be communicated to the students in a timely and appropriate manner.

(4) The submission deadlines for written papers will be communicated to the students in a timely and appropriate manner.

(5) The process of grading written examinations should not exceed six weeks.

## **§ 13a Multiple Choice Written Examinations**

(1) Assessments in the form of written exams may, in whole or in part, also be conducted in such a way

that the candidate must indicate which of the answers provided with the exam questions they consider to be correct (multiple-choice tasks). The exam questions must relate to the course material of the respective module and allow for reliable results. The same exam tasks must be given to all candidates.

(2) The exam questions are set by the examiner responsible according to § 6, who also grades the responses to the exam questions.

(3) Paragraphs 1 and 2 apply accordingly to **pass/fail assessments**.

### **§ 13b Pass/Fail Assessments and Course-Related Graded Examinations Using New Media**

(1) Pass/fail assessments and course-related graded examinations can be carried out using modern information and communication technologies (ICT), provided that the necessary technical, personnel, and spatial conditions are in place; in particular, online exams and electronic written exams are possible. Course-related graded examinations can also be conducted as remote exams at other institutions, especially at other universities (for example, as online exams or via videoconference).

(2) The provisions of §§ 9 to 13a apply accordingly for the completion of pass/fail assessments and course-related graded examinations as per paragraph 1. The Examination Board must ensure that the principles of a fair examination process are upheld. In particular, the identity of the students must be verified, and the adherence to the examination standards commonly applied at the Albert-Ludwigs University must be ensured (for example, the exclusion of unauthorised materials, time coordination between remote examinations and examinations at the Albert-Ludwigs University, and supervision obligations)

(3) If pass/fail assessments or course-related graded examinations are to be completed in the form of electronic written exams, students will be given sufficient opportunity beforehand, within the context of the relevant course, to familiarise themselves with the electronic examination system. Data protection regulations must be adhered to. Electronic written exams are considered as supervised written assignments.

### **§ 14 Evaluation of Course-Related Graded Examinations**

The grades for the individual examination tasks are determined by the respective examiners. Each examination task is graded with one of the following grades:

1,0/1,3	=	Very good	=	an excellent performance
1,7/2,0/2,3	=	Good	=	a performance that is significantly above the requirements
2,7/3,0/3,3	=	Satisfactory	=	a performance that meets the average requirements
3,7/4,0	=	Sufficient	=	a performance that, despite its flaws, still meets the requirements
5,0	=	Fail	=	a performance that, due to significant deficiencies, no longer meets the requirements

### **§ 15 Module Grade Calculations**

(1) If a module includes a final module examination or only a module component examination, the grade for the final module examination or the grade for the module component examination will constitute the grade for the module.

(2) If multiple module component examinations are to be taken in a module, the unweighted average grade of all module component examination grades will be the grade for the module, unless the course-specific regulations in Annex B of this examination regulation document specify weighted averages. Each of the individual module component examinations must be graded at least "sufficient" (4.0). When calculating the grade, only the first decimal place is considered, and all further decimal places are discarded without rounding. The module grade is:

(3)

For an average up to 1.5:	Very good
For an average from 1.6 to 2.5:	Good
For an average from 2.6 to 3.5:	Satisfactory
For an average from 3.6 to 4.0:	Sufficient
For an average of 4.0 or more:	Fail



(4) The module grades of the modules relevant to the final grade, with their numerical value according to paragraph 2, clause 3, form the basis for calculating the overall grade of the master's examination.

### **§ 16 Awarding of ECTS Credits**

The ECTS credits assigned to the individual modules, courses, or other assessments are awarded once all required pass/fail assessments and course-related graded examinations have been completed.

### **§ 17 The Passing or Failing of Course-Related Graded Examinations**

- (1) A course-related graded examination is considered passed if it is graded at least "sufficient" (4.0).
- (2) If a course-related graded examination is not passed or is considered not passed, the Examination Board will issue the student with a written decision, which will also provide information on whether and, if applicable, within what period the examination can be retaken and whether the student needs to register for the resit examination. The decision must include information on the right of appeal.
- (3) A written examination that is to be graded by only one examiner must be graded by a second examiner appointed by the Examination Board if the first examiner has graded it as "fail" (5.0) and this grade would result in the final failure of the master's examination. If the second examiner grades the examination at least as "sufficient" (4.0), the Examination Board will appoint a third examiner, who will assign a grade that is either one of the grades given by the first two examiners or a grade in between, in accordance with § 14.

### **§ 18 Registration and Admission to the Master's Thesis**

(1) Admission to the master's thesis is granted to those who:

1. are enrolled in the relevant master's programme at the Albert-Ludwigs University,
2. have earned at least 50 ECTS credits in the relevant master's programme,
3. have not definitively failed an examination in the relevant master's programme or in the same or a related programme with essentially the same content, nor have lost their examination right,
4. are not currently involved in an ongoing examination process in the same master's programme or in a related programme with essentially the same content at another university, and
5. have applied for admission to the master's thesis in accordance with the required form and within the deadline.

Clause 1, No. 3 does not apply if the reason for the loss of examination entitlement is the final failure of an examination that falls outside the examination areas of the relevant master's programme according to these here examination regulations.

(1) The written application for admission to the master's thesis and for the allocation of the topic of the master's thesis must be submitted by the student to the Examination Board, observing the deadlines set by the Examination Board for this purpose. The following documents must be enclosed with the application:

1. a declaration stating whether the student has definitively failed an examination in the relevant master's programme or in the same or a related programme with essentially the same content, or has lost their examination entitlement, as well as
2. a declaration stating whether the student is currently involved in an ongoing examination process in the relevant master's programme or in the same or a related programme with essentially the same content at another university.

(2) The examination board decides on the admission to the master's thesis. Admission may only be refused if the requirements specified in paragraph 1 are not met. The decision regarding admission must be communicated to the student in writing within one month. A refusal must include a justification and a notice of the right to appeal.

(3) Admission may be revoked if it was obtained through false statements or if facts subsequently arise or come to light that would have led to a refusal of admission.

## § 19 The Master's Thesis

- (1) The master's thesis is a written examined paper in which the student must demonstrate their ability to independently address a topic from their field of study using academic methods within a specified timeframe and to present the results appropriately.
- (2) Group work is only permitted if explicitly provided for in the relevant course-specific regulations in Annex B of these examination regulations. The individual contribution must, in all cases, be clearly identifiable, assessable, and gradable.
- (3) The topic of the master's thesis is assigned by an examiner from the relevant course, who is thereby obligated to supervise the thesis. The student must be given the opportunity to propose a topic for their master's thesis. The assignment of the topic, supervision, and subsequent evaluation of the master's thesis, as well as the associated oral master's examination, may also, with prior approval from the examination board, be carried out by a university lecturer, an associate professor (\*außerplanmäßiger Professor\*), or a private lecturer (\*Privatdozent\*) who does not belong to the faculty of the respective subject, or, in the case of Educational Science – Teaching and Learning, to the Institute of Education or the Albert-Ludwigs University, Freiburg. This is permitted if the topic is determined in consultation with a university lecturer, an associate professor, or a private lecturer who is affiliated with the relevant faculty or the Institute of Education and is actively engaged in research and teaching within the subject area of the master's programme. The student must submit an application to the examination board for the allocation of the master's thesis topic no later than two weeks after the examiner has assigned the topic. Upon request, the chair of the examination board ensures that the student is assigned a thesis topic no later than six weeks after the application is submitted.
- (4) The examination board assigns the topic of the master's thesis and appoints the supervisor. The topic is assigned to the student along with the notification of admission to the master's thesis, specifying the submission deadline. The topic of the master's thesis and the date of assignment must be officially recorded. The period for completing the master's thesis begins upon the assignment of the topic.
- (5) The master's thesis carries a workload of 25 ECTS credits and must be completed within a working period of five months. The topic and supervision must be tailored to the workload of the master's thesis. In justified individual cases, the examination board may, upon request, extend the working period by a maximum of two months. The request must be submitted without delay and received by the examinations office before the working period expires. If the reasons cited for the extension stem from the nature of the master's thesis topic, the examination board will decide in consultation with the supervisor. In the event of the student's illness, the request must be accompanied by a medical certificate that includes the medical findings necessary for assessment. In cases of doubt, a certificate from a doctor designated by the examination board may be required. Sections 26(9) to 26(11) remain unaffected.
- (6) The topic of the master's thesis may be returned only once and only within the first month of the working period. A new topic must be assigned within four weeks.
- (7) The master's thesis is generally to be written in German. With the consent of the supervisor and another qualified representative of the subject, it may also be written in English or French. In exceptional cases, the examination board may permit another language, provided that an evaluation can be ensured. An application for an exception must be submitted to the examination board, stating the reasons and including the supervisor's opinion, prior to starting the thesis.
- (8) The master's thesis must meet the formal requirements of academic work. It must be typed, bound, and consecutively numbered. The text portion should not exceed 60 A4 pages, each containing 40 lines of 60 characters per line.
- (9) The master's thesis must be submitted on time in two copies to the examination board. The examination board may, either generally or in individual cases, require the thesis to also be submitted in electronic form and may specify the applicable technical requirements. The submission date must be officially recorded. If the thesis is submitted by post, the student is responsible for proving that it was posted; the date of the postmark is considered the submission date. If the thesis is not submitted on time, it is deemed failed and will be graded as "fail" (5.0), unless the student is not at fault for missing the deadline.

(10) Upon submission, the student must provide a written declaration stating that:

1. they have independently authored the submitted master's thesis or, in the case of group work, their clearly marked portion of the work;
2. they have used only the sources and aids specified, and have identified all content taken verbatim or in substance from other works as such; and
3. the submitted master's thesis has neither been nor is it, in whole or in substantial parts, the subject of any other examination procedure.

(11) The master's thesis must be evaluated within six weeks by two examiners in accordance with § 6 paragraph 1, clause 1. The first examiner is usually the supervisor of the master's thesis. The second examiner is appointed by the examination board in consultation with the first examiner. If the first examiner belongs to the faculty of the relevant subject, or in the case of the subject Educational Science – Teaching and Learning, to the Institute of Education, the examination board may appoint a university lecturer, an associate professor (\*außerplanmäßiger Professor\*), or a private lecturer (\*Privatdozent\*) from outside the relevant faculty or the Institute of Education, or from another university, as the second examiner and, where applicable, as an examiner for the associated oral master's examination. The examiners evaluate the master's thesis independently of each other, using one of the grades specified in § 14. The grade for the master's thesis is calculated as the arithmetic mean of the two individual evaluations; § 15, paragraph 2, clause 3 applies accordingly. If the evaluations of the two examiners differ by at least 1.3, the examination board appoints a third examiner, who determines a grade that is either one of the two grades given by the other examiners or a grade in between, in accordance with § 14. The second examiner as per clause 3 and the third examiner as per clause 7 can only be examiners in accordance with § 6, paragraph 1, clause 1, who belong to the faculty of the relevant subject, or in the case of Educational Science – Teaching and Learning, to the Institute of Education, or university lecturers, associate professors, or private lecturers from another faculty or another university.

## § 20 The Oral Master's Examination

(1) The oral master's examination lasts 45 minutes and carries a workload of 5 ECTS credits. The course-specific regulations in Annex B of these examination regulations specify whether...

1. subject of the oral master's examination should be the theses, results, and methods of the master's thesis, as well as its broader academic context, or...
2. the student should demonstrate in the oral master's examination that they possess the knowledge to be acquired during the course of study on a broad academic basis and are able to critically reflect upon and apply it both theoretically and methodologically.

(1a) Admission to the oral master's examination is granted to those who:

1. have been admitted to the master's thesis in accordance with § 18, and
2. in the case of paragraph 1, clause 2, part 1, have passed the master's thesis, or in the case of paragraph 1, clause 2, part 2, have submitted the master's thesis and passed all course-related examinations.

(2) The oral master's examination is to be conducted by an examiner in accordance with § 6, paragraph 1, clause 1, in the presence of an additional examiner, unless the relevant course-specific regulations in Annex B of these examination regulations provide for a collegial examination with at least two examiners in accordance with § 6, paragraph 1, clause 1.

(3) The essential content, as well as the start and end times of the oral master's examination, must be recorded in a protocol. After the oral master's examination, a grade in accordance with § 14 is assigned and noted in the protocol. The protocol is signed by the examiner and the additional examiner, or by the examiners, and forms part of the examination records.

(4) The result of the oral master's examination will be communicated to the student immediately after the examination.

(5) At least one examination period, determined by the examination board, is offered each semester for the oral master's examination. The oral master's examination must be taken during the examination period following the admission to the oral master's examination, with the stipulation that there must be a minimum of six weeks between the submission of the master's thesis and the oral master's examination. If the oral master's examination is not taken within four months of admission to the oral examination, it is considered failed and will be graded as "fail" (5.0), unless the student is not at fault for missing the deadline.

## **§ 21 Calculation of the Overall Grade of the Master's Examination**

(1) The overall grade for the master's examination is formed from the combined grade for the master's thesis and the oral master's examination, as well as the combined grade for the other course-related graded examinations.

(2) When determining the combined grade for the master's thesis and the oral master's examination, the grade for the master's thesis is weighted three times in accordance with § 19, paragraph 11, and the grade for the oral master's examination is weighted once in accordance with § 20, paragraph 3; § 15, paragraph 2, clause 3 applies accordingly.

(3) When determining the overall grade for the master's examination, the examination components are weighted as follows:

1. The combined grade for the master's thesis and the oral master's examination is counted once towards the overall grade.
2. The combined grade for the other course-related graded examinations is counted twice towards the overall grade. For this, the unweighted average decimal grade of all final relevant module grades (decimal grades in accordance with § 15, paragraph 2, clause 3) is used as the value, unless the course-specific regulations in Annex B of these examination regulations provide for weighted averages.

§ 15, paragraph 2, clauses 3 and 4 apply accordingly.

## **§ 22 Re-taking Course-Related Graded Examinations, Failure of the Master's Examination**

(1) Course-related graded examinations that have been graded as "fail" (5.0) can be retaken once. Additional retake opportunities may be regulated in the course-specific provisions in Annex B of these examination regulations; this does not apply to the master's thesis and the oral master's examination.

(2) The retake examination must generally be taken in the semester following the failed examination and will typically take place during the regular examination periods. If there is no opportunity to retake the examination in the semester following the failed examination, the retake examination may also be taken in the subsequent semester. If the deadline for taking the retake examination is missed, the retake examination is considered failed, unless the student is not at fault for missing the deadline.

(3) There must generally be at least four weeks between the announcement of the result of the failed examination and the retake examination. If the failed examination was completed no later than six weeks before the start of the lecture period of the following semester, and if passing the retake examination is a requirement for admission to a course-related graded examination or for participation in a course in the following semester, the student must, upon request, be given the opportunity to take the retake examination in time to be admitted to the examination of the following semester or to participate in the course.

(4) Before the final retake attempt of a failed course-related graded examination, the student must, upon request, be given the opportunity to reattend the course or courses to which the relevant examination pertains.

(5) If the master's thesis is graded as "fail" (5.0), it can be retaken once. The application for retaking the master's thesis and for assigning a new topic must be submitted no later than two months after the decision on the examination becomes final; if this deadline is missed, the right to the examination is forfeited, unless the student is not at fault for the failure to meet the deadline. § 19, paragraphs 3 and 4 apply accordingly. A return of the topic for the master's thesis in the retake attempt is only permitted if the student did not exercise the option to return the topic when working on the failed master's thesis.

(6) If the oral master's examination is graded as "insufficient" (5.0) or is considered failed, it can be retaken once. The retake examination must be taken no later than three months after the decision on the examination becomes final; if this deadline is missed, the right to the examination is forfeited, unless the student is not at fault for the failure to meet the deadline.

(7) If an examination and all associated retake attempts are failed, the examination is considered definitively failed.

(8) The entire master's examination is considered definitively failed if one or more course-related graded examinations are definitively failed. As a result, the admission to the relevant master's programme is forfeited.

### **§ 23 Certificate, Transcript of Records, and Diploma Supplement**

(1) Upon successful completion of the master's examination, the student receives a certificate specifying the topic and grade of the master's thesis as well as the overall grade for the master's examination, including the decimal. The certificate is dated according to the student's final pass/fail assessment or course-related graded examination and is signed by the chairperson of the examination board and sealed with the university emblem of the Joint Commission. Upon the student's request, an English-language translation of the certificate will be provided.

(2) The Examinations Office attaches a transcript of records to the certificate, listing the modules and their components completed during the master's programme, the module grades relevant to the final grade, the grades for the master's thesis and master's oral examination, the combined grades in accordance with § 21 paragraph 3 parts 1 and 2, as well as the topic of the master's thesis. Additionally, the transcript of records includes the ECTS grading table for the overall grade of the master's examination. To this end, the overall grades awarded for the master's examination in the respective course over the past six semesters are recorded, and their numerical and percentage distribution across the grade levels in accordance with § 15 paragraph 2 clause 4 is calculated and presented in a table (ECTS grading table). The transcript of records is signed by the chairperson of the examination board or the head of the Examinations Office and sealed with the university emblem of the Joint Commission. Upon the student's request, the transcript of records will also be issued in English.

(3) Additionally, the Examinations Office issues a Diploma Supplement. This document includes, in addition to information about the student, details on the type and level of the qualification, the status of the Albert-Ludwig University, and detailed information about the study programme of the master's degree in which the qualification was obtained. The Diploma Supplement is issued with reference to the original documents to which it pertains. The final section of the Diploma Supplement contains a standardised description of the German higher education system (National Statement). Paragraph 2, clause 4 applies accordingly.

### **§ 24 Certificate**

(1) Upon successful completion of the master's examination, the student receives, in addition to the certificate, a diploma documenting the conferral of the academic degree. The diploma is signed by the chairperson of the Joint Commission. It bears the same date as the certificate and is sealed with the university emblem of the Joint Commission.

(2) The academic degree may only be used after the diploma has been issued.

(3) Upon the student's request, an English-language translation will be provided alongside the diploma.

### **§ 25 Notification and Certificate in Case of Failure of the Master's Examination**

(1) Students who have definitively failed their master's examination will receive a written notice, which will include a notice of the right to appeal.

(2) If a student has definitively failed the master's examination, a certificate will be issued upon request, stating the examinations passed, the completed pass/fail assessments, as well as the assigned ECTS credits and grades, and confirming the definitive failure of the master's examination.

### **§ 26 Withdrawal, Academic Misconduct, Breach of Regulations, Protection Periods**

(1) If a student fails to attend the examination or does not complete it within the specified time, this will be considered a withdrawal from the examination.

(2) If a student is unable to sit an examination on time due to illness or another valid reason, the withdrawal will be approved upon written request. The student must submit the request to the examination board without delay, specifying the reason for withdrawal and providing appropriate evidence. In the case of illness, a medical certificate must be attached, containing the necessary medical facts to assess the inability to take the examination. In justified cases, the examination board may require a medical certificate from a doctor appointed by the board. Approval is not granted if individual examinations have already been completed before the onset of incapacity, and their results mean that the examination can no longer be passed overall.

(2a) If the student has taken the examination with knowledge of or due to negligent ignorance of an important reason as defined in paragraph 2, a withdrawal due to this reason cannot be approved. Negligent ignorance particularly applies if the student has not promptly sought clarification when there were signs of a health impairment. In any case, a request for withdrawal is denied if more than one month has passed after the completion of the examination.

(3) If the withdrawal is approved by the examination board, the examination is considered not to have been undertaken, and the registration, as well as, in the case of the first examination, the admission to the examination, is deemed not to have occurred. Any pass/fail assessments already completed at the time of admission to the examination will generally be recognised in the case of a re-registration for the examination. Notwithstanding clause 1, the registration and admission remain valid if the examination board expressly determines this. If the withdrawal is not approved, the ongoing examination or the master's thesis is considered failed and will be graded as "fail" (5.0). The decision on the application for approval of the withdrawal will be made in writing.

(4) If a student attempts to influence the result of an examination or pass/fail assessment through deception, the use of unauthorised aids, or by exerting influence on an examiner to benefit themselves or others, the relevant course-related graded examination or pass/fail assessment will be graded as "fail" (5.0). In the case of written examinations and pass/fail assessments, possession of unauthorised aids during or after the distribution of the examination tasks is considered an attempt.

(5) Should it be suspected that student has brought unauthorised aids into the examination, the student is obliged to cooperate in the clarification process and to surrender the aids. If they refuse to cooperate or hand over the aids despite a corresponding request, the examination will be graded as "fail" (5.0), or the pass/fail assessment will be marked as "failed."

(6) If a student disrupts the proper conduct of an examination, they may, as a general rule, be excluded from continuing the examination or pass/fail assessment by the respective examiner or invigilator, following a prior warning. In this case, the examination will be graded as "fail" (5.0), or the pass/fail assessment will be marked as "failed."

(7) In serious or repeated cases as per paragraph 4 or 6, the examination board may exclude the student from completing individual or all further course-related graded examinations or pass/fail assessments. In less severe cases, the grade for the course-related graded examination or pass/fail assessment may be reduced, or the imposition of a sanction may be waived entirely.

(8) If it is later determined that the conditions of paragraph 4 were present, the examination decision may be revoked by the examination board, and the measure specified in paragraph 4, clause 1, may be applied. If the master's diploma and certificate had already been issued at the time of the revocation, they must be retrieved. Revocation is excluded if more than five years have passed since the completion of the examination. In the case of a pass/fail assessment, if it is determined within one year of its grading and before the master's diploma is issued that the conditions of paragraph 4 were present, the grade for the pass/fail assessment may be reduced, or the pass/fail assessment may be marked as "failed."

(9) The protection periods under the Maternity Protection Act (Mutterschutzgesetz – MuSchG) of 23 May 2017 (Federal Law Gazette I, p. 1228) in its currently applicable version will be taken into account, and the exercise of the relevant declaration and withdrawal rights by the student will be ensured. The maternity protection periods suspend any deadlines specified in these here examination regulations.

(10) Upon request, the periods of parental leave are to be taken into account in accordance with Section 15 paragraphs 1 to 3 of the Statutory Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz – BEEG) as promulgated on 27 January 2015 (BGBl. I S. 33), as amended. The student must notify the examination board in writing, at least four weeks before the date on which they intend to commence parental leave, indicating the period for which they wish to take such leave and providing the necessary supporting documentation. The examination board will determine whether the legal requirements that would entitle employees to parental leave are met and will inform the student of the outcome, including any newly established examination deadlines, if applicable. The completion period for the master's thesis cannot be interrupted by parental leave. The assigned topic will be considered as not having been issued. Following the end of the parental leave, the student will be assigned a new topic for their master's thesis.

(11) It is possible to make use of the protective measures for the care of a close relative, as defined in Section 7 paragraph 3 of the Caregiver Leave Act (Pflegezeitgesetz – PflegeZG) of 28 May 2008 (Federal Law Gazette I, pp. 874, 896), as amended, provided the relative is in need of care as defined in Sections 14 and 15 of Book Eleven of the German Social Code (Sozialgesetzbuch XI – SGB XI) of 26 May 1994 (Federal Law Gazette I, pp. 1014, 1015), as amended.

## **§ 27 Reasonable Accommodations**

(1) In the case of examination-independent, non-temporary, or chronic health impairments affecting a student that make it more difficult to complete examination requirements, the examination board may, upon written request, take appropriate measures to compensate for these impairments. However, the demonstration of skills essential to the performance profile of the respective examination cannot be waived. As compensatory measures for written examinations, the completion time may, in particular, be reasonably extended, rest breaks not counted towards the completion time may be granted, or personal or material aids may be permitted.

(2) Before the examination board makes a decision under paragraph 1, in disputed cases and with the consent of the student, the Officer for Students with Disabilities or Chronic Illnesses at the Albert-Ludwigs University, or another qualified expert, must be consulted.

(3) Requests for reasonable accommodations must be submitted when registering for an examination or no later than one month before the respective examination date. The student must explain the impairment and provide evidence through a medical certificate that includes the medical findings necessary for the assessment.

(4) If the completion of coursework is hindered due to non-temporary or chronic health impairments, paragraphs 1 to 3 apply accordingly.

## **§ 28 Access to Exam Scripts and Retention of Examination Records**

(1) Within six weeks of the announcement of the assessment of coursework and concurrent examinations, the student may request access to the relevant examination documents from the examination office. The access should be granted within four weeks of the request.

(2) The complete examination records are to be kept for at least five years. The main file, consisting of copies of the master's degree certificate, transcript, record of achievements, and diploma supplement, will be retained indefinitely; the records may be kept in electronic form.

## **§ 29 Special Regulations for Joint Master's Programs with Partner Institutions**

(1) The course-specific regulations in Appendix B of these here examination regulations may provide that the master's degree programme in one subject is conducted jointly with one or more other domestic or foreign universities. They may also specify that the academic degree is awarded jointly with one or more of the participating universities. In both cases, the prerequisite is that an appropriate cooperation agreement has been concluded with the respective university or universities, and that this agreement has been approved by the faculty council of the relevant faculty at the Albert-Ludwigs University, in consultation with the examination board.

(2) The general provisions of this here examination regulation apply to the joint master's examination with another university, unless specific regulations are made in the following sections.

(3) The course-specific regulations in Appendix B of this examination regulation determine at which of the participating universities the coursework and concurrent examinations are to be completed, in particular, at which university the master's thesis is to be written and the oral master's examination is to be taken.

(4) If the master's thesis is written at the Albert-Ludwigs University and the oral master's examination is also held there, the course-specific regulations in Appendix B of these here examination regulations may provide that a course representative from one of the other universities involved in awarding the academic degree is appointed as a second examiner for the thesis, and that the oral master's examination is conducted as a collegial examination, with each participating university having a course representative involved. If the master's thesis is written at another university and the oral master's examination takes place there, the course-specific regulations in Appendix B of these here examination regulations may provide that a course representative from the Albert-Ludwigs University is involved in the assessment of the master's thesis and in conducting the oral master's examination.

(5) The award of the master's degree by the Albert-Ludwigs University requires that the student was

enrolled in the relevant master's programme at the Albert-Ludwigs University for at least two semesters and has earned a total of at least 30 ECTS credits through coursework and examinations completed at the Albert-Ludwigs University as part of this master's programme.

(6) The master's certificate contains the names and signatures of the individuals designated by the examination regulations of the universities awarding the academic degree jointly, as well as a note indicating that it is a joint master's examination of the participating universities. It is affixed with the seal of the involved faculty or faculties of the partner university or universities and the university seal of the Joint Commission. In addition to the information specified in Section 23 paragraph 1 of this examination regulation, the transcript includes details of which of the participating universities the individual coursework and examination requirements were completed at. In the case of multiple master's certificates being issued, clauses 1 and 2 apply accordingly.

(7) The master's degree certificate contains the names and signatures of the individuals designated by the examination regulations of the universities awarding the academic degree jointly and is affixed with the seal of the involved faculty or faculties of the partner university or universities and the university seal of the Joint Commission of the Albert-Ludwigs University. It includes the designation of the academic degree as "Master of Arts" ("M.A.") and a note indicating that it is a joint master's examination of the participating universities. In the case of multiple master's degree certificates being issued, clauses 1 and 2 apply accordingly.

### **§ 29a Transitional Arrangements**

(1) Students who began their M.A. studies in the fields of European Linguistics/European Language Studies at the Albert-Ludwigs University before 1 April 2006 will complete their studies according to the course-specific provisions of this examination regulation from 16 September 2002, as amended on 26 April 2004 (Official Announcements Volume 35, No. 24, pp. 129–134, of 26 April 2004). Students who began their M.A. studies in European Linguistics/European Language Studies at the Albert-Ludwigs University between 1 April 2006 and 30 September 2007 will complete their studies according to the course-specific provisions of this examination regulation from 16 September 2002, as amended on 24 November 2006 (Official Announcements Volume 37, No. 58, pp. 299–317, of 24 November 2006). Students who began their M.A. studies in European Linguistics/European Language Studies at the Albert-Ludwigs University between 1 October 2007 and 31 March 2010 may complete their studies no later than 31 March 2013 according to the course-specific provisions of this examination regulation from 16 September 2002, as amended on 22 October 2007 (Official Announcements Volume 38, No. 59, pp. 234–268, of 22 October 2007).

(2) Students who began their M.A. studies at the Albert-Ludwigs University in the fields of Ancient Studies, British and North American Cultural Studies, Creating Cultures: Cultural Dynamics in Romance Languages and Literatures, English Language and Linguistics, European Literatures and Cultures, Classical Philology, Scandinavian Literature and Cultural History, Social Sciences, Sports Science – Movement-related Health Promotion, and Variation and Change in the German Language before 1 October 2007 will complete their studies according to the respective course-specific provisions of this examination regulation from 16 September 2002, as amended on 18 June 2007 (Official Announcements Volume 38, No. 44, pp. 170–180, of 18 June 2007).



(3) Students who began their M.A. studies in the fields of History of German Literature at the Albert-Ludwigs University before 1 October 2009 will complete their studies according to the provisions of these examination regulations from 16 September 2002, as amended on 13 May 2008 (Official Announcements Volume 39, No. 45, pp. 112–133, of 13 May 2008).

(4) Students who began their studies in the fields of Social Sciences in the Master of Arts programme at the Albert-Ludwigs University between 1 October 2007 and 31 March 2010 will complete their studies according to the applicable course-specific provisions of these examination regulations from 9 September 2002, as amended by the Seventh Amendment Statute of 22 October 2007 (Official Announcements Volume 38, No. 59, pp. 234–268).

(5) Students who began their studies in the field of Variation and Change in the German Language in the Master of Arts programme at the Albert-Ludwigs University between 1 October 2007 and 31 March 2011 will complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Seventh Amendment Statute of 22 October 2007 (Official Announcements Volume 38, No. 59, pp. 234–268).

(6) Students who began their studies in the fields of Ancient Studies, Creating Cultures: Cultural Dynamics in Romance Languages and Literatures, Classical Philology, and Sports Science – Movement-related Health Promotion in the Master of Arts programme at the Albert-Ludwigs University between 1 October 2007 and 30 September 2011 will complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Seventh Amendment Statute of 22 October 2007 (Official Announcements Volume 38, No. 59, pp. 234–268).

(7) Students who began their studies in the fields of German Literature in the Master of Arts programme at the Albert-Ludwigs University between 1 October 2009 and 30 September 2011 will complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Tenth Amendment Statute of 3 March 2010 (Official Announcements Volume 41, No. 10, pp. 68–114).

(8) Students who began their studies in the field of History in the Master of Arts programme at the Albert-Ludwigs University before 1 October 2011 will complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Tenth Amendment Statute of 3 March 2010 (Official Announcements Volume 41, No. 10, pp. 68–114).

(9) Students who began their studies in the field of European Literatures and Cultures in the Master of Arts programme at the Albert-Ludwigs University between 1 October 2007 and 30 September 2012 will complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Seventh Amendment Statute of 22 October 2007 (Official Announcements Volume 38, No. 59, pp. 234–268).

(10) Students who began their studies in the fields of Educational Science, European Ethnology, or Sociology in the Master of Arts programme at the Albert-Ludwigs University before 1 October 2013 may complete their studies according to the applicable course-specific provisions of these examination regulations from 16 September 2002, as amended by the Twentieth Amendment Statute of 27 September 2012 (Official Announcements Volume 43, No. 103, pp. 412–416), no later than 30 September 2016 (deadline for completion).

(11) For students who began their studies at the Albert-Ludwigs University the Master of Arts programme before 1 October 2013, the provisions of §§ 18 (4), 20 (1), and 21 (1) of these examination regulations from 16 September 2002, as amended by the Twentieth Amendment Statute of 27 September 2012 (Official Announcements Volume 43, No. 103, pp. 412–416), continue to apply.

(12) Students who began their studies at the Albert-Ludwigs University in the fields of British and North American Cultural Studies, English Language and Linguistics, or Scandinavian Literature and Cultural History between 1 October 2007 and 30 September 2013; or in the fields of European Linguistics/European Language Studies or Social Sciences between 1 April 2010 and 30 September 2013; or in the fields of Ancient Studies, German Literature, History, or Classical Philology between 1 October 2011 and 30 September 2013; or in the fields of European Literatures and Cultures/European Literatures and Cultures between 1 October 2012 and 30 September 2013; or in the fields of Applied Political Science, Archaeological Sciences, Classical Cultures, English Literatures and Literary Theory, Ethnology, Foreign Language German – Intercultural German Studies, Gender Studies, Germanic Linguistics, Indo-European Studies, Interdisciplinary Anthropology, Jewish Studies, Art History, Literary Studies International: German-Russian Transfers, Medieval and Renaissance Studies, Medieval Latin Philology, Editorial Science and Palaeography, Musicology, Modern German Literature, Philosophy, Political Science, Romance Studies, Slavic Philology, Sports Science – Movement and Health, Comparative History of Modern Times, Diversity of the Islamic World, or Ancient Near Eastern Studies – Life Worlds in the Past and Present in the Master

of Arts programme before 1 October 2013, can complete their studies according to the respective course-specific provisions of these examination regulations from 16 September 2002, in the version of the Twenty-Third Amendment Statute of 10 June 2013 (Official Announcements Volume 44, No. 54, pp. 544–553) by no later than 30 September 2016 (final deadline).

(13) Students who began their studies at the Albert-Ludwigs University in the field of Diversity of the Islamic World in the Master of Arts programme between 1 October 2013 and 30 September 2014 can complete their studies according to the respective course-specific provisions of these examination regulations from 16 September 2002, in the version of the Twenty-Fifth Amendment Statute of 18 October 2013 (Official Announcements Volume 44, No. 88, pp. 842–869) by no later than 30 September 2017 (final deadline).

(14) Students who began their studies at the Albert-Ludwigs University in the fields of Applied Political Science, Ethnology, or Sports Science – Movement and Health in the Master of Arts programme between 1 October 2013 and 30 September 2014 can complete their studies according to the respective course-specific provisions of these examination regulations from 16 September 2002, in the version of the Twenty-Fifth Amendment Statute of 18 October 2013 (Official Announcements Volume 44, No. 88, pp. 842–869) by no later than 30 September 2017 (final deadline).

(15) Students who began their studies at the Albert-Ludwigs University in the field of German Literature in the Master of Arts programme before 1 October 2015 and submit an application for admission to the Master's thesis by no later than 30 September 2016 may take the oral Master's examination, upon request, before an examiner in accordance with § 6 (1) sentence 1, in the presence of a committee member.

(16) Students who commenced their studies at the Albert-Ludwigs University in the fields of European Linguistics/European Language Studies or International Literary Studies: German-Russian Transfers between 1 October 2013 and 30 September 2016 may complete their studies in accordance with the relevant course-specific provisions of these examination regulations from 16 September 2002, as amended by the Twenty-Fifth Amendment Statute of 18 October 2013 (Official Announcements, Vol. 44, No. 88, pp. 842–869), no later than 30 September 2019 (deadline).

(17) Students who commenced their studies at the Albert-Ludwigs University in the fields of English Language and Linguistics, European Ethnology, German as a Foreign Language/Intercultural German Studies, or Germanic Linguistics between 1 October 2013 and 30 September 2017 may complete their studies in accordance with the relevant course-specific provisions of these examination regulations from 16 September 2002, as amended by the Twenty-Fifth Amendment Statute of 18 October 2013 (Official Announcements, Vol. 44, No. 88, pp. 842–869), no later than 30 September 2020 (deadline).

### **§ 30 Commencement**

The master's Examination Regulations, including Annexes A and B, shall enter into force on April 1, 2002.