



Care was taken to ensure the text of these regulations is accurate and up-to-date; the present version may nevertheless contain errors. The official, legally binding version can be viewed in the Examinations Office, the Student Advising Office, or online at <https://www.amtliche-bekanntmachungen.uni-bayreuth.de/de/>. Please note the effective dates of the amendments.

**Examination and study regulations for the bachelor's programme
Languages, Literatures, Media and Art in Africa
and the bachelor's programme African Verbal and Visual Arts
(Languages, Literatures, Media and Art)
at the University of Bayreuth dated 5 July 2017
as amended on 9 January 2023**

Article 13 para 1 sentence 2 in conjunction with Article 58 para 1 sentence 1 and Article 61 para 2 sentence 1 of the Bavarian Higher Education Act (*BayHSchG*) forms the framework for the following regulations issued by the University of Bayreuth.

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§ 1

Purpose of the bachelor's examination

¹The bachelor's examination taken during the course of study as a professionally qualifying degree of the scientific university studies of the bachelor's degree programme Languages, Literatures, Arts and Media in Africa and the bachelor's degree programme African Verbal and Visual Arts (Languages, Literatures, Media and Art) determines whether the candidate possesses the following competences: Expertise in African linguistics, literature, media and art studies, academic ability to independently solve interdisciplinary problems in the humanities, knowledge of two African languages.

²At the same time it determines whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further independent academic research. Upon passing the bachelor's examination, the University of Bayreuth, by way of the Faculty of Languages & Literatures, awards the academic degree "Bachelor of Arts" (abbreviated as B.A.).

§ 2

Structure of full-time and part-time study and the bachelor's examination; standard period of study

- (1) ¹The bachelor's programme in Languages, Literatures, Media and Art in Africa and Bachelor of Arts in African Verbal and Visual Arts (Languages, Literatures, Media and Art) may be taken as a full-time programme or as a part-time programme. ²Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. ³Changing from full-time to part-time study or from part-time to full-time study is possible within the enrolment period of each new semester. ⁴The programme comprises six semesters of full-time study including the bachelor's thesis (standard period of study). ⁵For part-time students, the programme covers 12 semesters including the bachelor's thesis. ⁶Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study.
- (2) Any required projects are to be integrated into the programme and carried out within the standard period of study.
- (3) A total of 180 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (4) New students can begin the programme in the winter semester.

§ 3

Components of the programme of study

- (1) ¹The bachelor's degree programme Languages, Literatures, Media and Art in Africa is conducted in German and the bachelor's degree programme African Verbal and Visual Arts (Languages, Literatures, Media and Art) is conducted in English. ²The minor is either German or English. ³The bachelor's programmes are divided into modules and made up of the following modules and module areas:

1. Major

<i>African Verbal and Visual Arts (Languages, Literatures, Media and Art):</i>	<i>Languages, Literatures, Arts and Media in Af- rica:</i>	
Initial Course Language 1	Beginners course language 1	(Module C1)
Basic course Language 1	Beginners course language 1	(Module C2)
Intermediate course Language 1	Advanced beginner course language 1	(Module C3)
Advanced course Language 1	Advanced course language 1	(Module C4)
Initial Course Language 2	Beginners course language 2	(Module C5)
Basic course Language 2	Beginners course language 2	(Module C6)
Languages in Application	Languages in use	(Module C7)
The Linguistic Landscapes of Africa	Sprachlandschaften Afrikas	(Module C8)
Methods in Art Studies and Media Studies	Methoden der Kunst- und der Medien- wissenschaft	(Module C9)
Methods in Linguistics and Literary Studies	Methoden der Sprach- und der Literaturwis- senschaft	(Module C10)
Writing for Special Purposes	Subject-related scientific writing	(Module C11)
Current Trends in Research	Current developments in research	(Module C12)
Field of specialization 1	Specialization area 1	(Module E1)
Field of specialization 2	Specialization area 2	(Module E2)
Field of specialization 3	Specialization area 3	(Module E3)
Advanced Seminar 1	Hauptseminar 1	(Module E4)
Advanced Seminar 2	Hauptseminar 2	(Module E5)
Advanced Seminar 3	Hauptseminar 3	(Module E6)
Project	Projekt	(Module C13)
BA Thesis	Bachelorarbeit	(Modul C14)

2nd minor (to choose)

Ko1 Intercultural German Studies (German as a Foreign Language) or

Ko2 German Studies or

Ko3 English/American Studies or

Ko4 Social and Cultural Anthropology or

Ko5 Culture and Society of Africa or

Ko6 Study of Religion or

Ko7 Arabic and Islamic Language and Culture Studies or

Ko8 Didactics of German as a Second Language or

Ko9 Theatre Didactics or

K10 Sociology or

K11 Curators' Track (English-taught) or

K12 Study Abroad (English-speaking)

If one of the minors from Ko1 to K10 is chosen, knowledge according to § 7 par. 1 no. 3 lit. A and, if the minors K11 or K12 are chosen, knowledge according to § 7 para. 1 no. 3 letter b must be demonstrated.

- (2) ¹The minor is part of the programme of study. ²The further details are governed by the examination regulations for the minors in the bachelor's programme. ³The major can be combined with any of the minors listed in paragraph 1 item 2.
- (3) ¹The choice of minor can be changed up to the beginning of the second semester in the full-time degree programme or the fourth semester in the part-time degree programme. ²Later changes of subject are only possible upon application and only after a decision by the board of examiners, provided that it is still guaranteed that the student will be able to successfully complete the course of studies. ³Sentence 2 also applies if the final attempt for the examination in the minor is failed.
- (4) ¹One required component is completion of a project totalling eight weeks in a career-relevant field. ²Students who would like to carry out projects over a longer time period on a voluntary basis and beyond the terms of the examination regulations are expressly encouraged to do so. ³The timing of the project during the lecture-free period depends on the requirements of the course and the project providers and is usually organized independently by the students.

§ 4

Board of examiners

- (1) ¹The board of examiners shall administer the examination proceedings in accordance with the present regulations and make all decisions with the exception of the examinations and the assessment thereof. ²The board is made up of a chair and three additional members of whom at least three are professors; the chair and the additional members shall each have one substitute. ³The members of the board of examiners and their substitutes shall be elected by faculty council of the Faculty of Languages & Literatures from among the professors (Article 57 para 1 BayHIG) and research associates in the Faculty of Languages & Literatures for a term of five years. ⁴The board of examiners shall elect a chair and deputy chair from among its members.
- (2) ¹The board of examiners constitutes a quorum if the majority of members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting. ²The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. ³Vote abstention, secret voting, and proxy voting are prohibited. ⁴If votes are equally divided among its members, the chair's vote shall be decisive.
- (3) ¹The chair of examiners shall ensure that the provisions of these regulations are followed. ²He or she shall convene the meetings of the board of examiners and shall act as chair of its proceedings and decisions. ³With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. ⁴He or she must promptly inform the other members of any such decision - at the next meeting at latest. ⁵In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked) the right to perform other duties of the board to the chair. ⁶The chair can delegate tasks to members of the board of examiners.
- (4) The board of examiners shall regularly report to the faculty council concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations.
- (5) ¹Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning how to appeal. ²Notices of appeal shall be issued by the president in consultation with the board of examiners.

§ 5

Examiners and co-examiners

- (1) ¹Any person who is authorized to administer examinations at institutions of higher education according to 85 BayHIG or HSchPrüferV, as amended, may serve as examiner. ²Any member of the

University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.

- (2) ¹If a member of the University of Bayreuth who is an authorized examiner leaves the University, he or she may remain an examiner for a reasonable period. ²Authorization to administer examinations shall generally remain valid for up to three years.
- (3) ¹Unless otherwise decided by the chair of examiners, the relevant instructor shall also serve as examiner. ²If that instructor is not authorized to administer examinations as laid out in present regulations, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

§ 6

Disqualification due to personal involvement; confidentiality

- (1) Disqualification from consultation and voting on the board of examiners as well as other activities relating to examinations on the basis of personal involvement is governed by Article 51 para 2 BayHIG.
- (2) The non-disclosure obligation that holds for members of the board of examiners, as well as examiners, co-examiners, and anyone else involved in the examination process is governed by Article 26 para 2 of *BayHIG*.

§ 7

Admission to studies and to the examinations

- (1) Admission requirements for study are:
 1. a higher education entrance qualification according to Art. 88 and 89 BayHIG and the Qualification Ordinance or an equivalent foreign university entrance qualification; for vocationally qualified persons, the statute on subject-specific university entrance for vocationally qualified professionals without a school-based university entrance qualification at the University of Bayreuth (University Entrance Statute) of 1 July 2011 (AB UBT 2011/026), as amended, also applies;

2. a) for the bachelor's degree programme African Verbal and Visual Arts (Languages, Literatures, Media and Art):
 - aa) proof of German language skills on level A1 of the Common European Framework of Reference for Languages for applicants who did not acquire their university entrance qualification in German; the proof can be made up to the end of the second semester; and
 - bb) proof of knowledge of English at level B2 of the Common European Framework of Reference for Languages for applicants who have not acquired their university entrance qualification in English;
 - b) for the bachelor's degree programme in Languages, Literatures, Arts, and Media in Africa:
 2. proof of German language skills at level B2 or better of the Common European Framework of Reference for applicants who neither earned their higher education entrance qualification nor an initial degree in the German language;
3. minor:
- a) if a minor subject Ko1 to K10 is chosen in accordance with § 3 para. 1 no. 2, proof of German language skills at level B2 of the Common European Framework of Reference for Languages in the case of applicants who have not acquired their higher education entrance qualification in German;
 - b) if a minor subject K11 or K12 is chosen in accordance with § 3 para. 1 no. 2, proof of knowledge of the English language at level B2 of the Common European Framework of Reference for Languages for applicants who have not acquired their higher education entrance qualification in English;
- (2) Upon enrolment in the bachelor's degree programme in Languages, Literatures, Arts and Media in Africa or in the bachelor's degree programme in African Verbal and Visual Arts (Languages, Literatures, Media and Art), the student is admitted to the examinations.

§ 8

Credit transfer

- (1) The recognition and crediting of competencies shall be determined in accordance with Art. 86 BayHIG.
- (2) ¹If credits are recognized for competencies, the grades are to be carried over and included when calculating the final grade, as long as the grading systems are analogous. ²If the grading system

for the competencies to be transferred does not correspond to the grading system given in § 16, the grades received at the other higher education institution are to be converted using the Modified Bavarian Formula:

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

where x is the grade to be calculated, N_{max} is the highest possible grade, N_{min} is the highest passing grade, and N_d is the actual grade; in this calculation, the grade to be calculated is only given to one decimal place and is not adjusted to fit the grading scale given in § 16. ³If a conversion according to sentence 2 is not possible, the board of examiners shall determine a corresponding key for the grade conversion. ⁴If a grade is not available and cannot be determined, the remark "passed" will be entered; in this case, it will not be included in the calculation of the final grade. ⁵The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. ⁶If credit transfer is denied, the person concerned can appeal the decision by submitting a request for the University Governing Board to review the decision within four weeks of notification of denial. ⁷The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.

- (3) Recognition of credit requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to the commencement of the examination proceedings in the relevant module.
- (4) Paragraphs 2 and 3 shall apply mutatis mutandis to the crediting of competencies, subject to the maximum limit pursuant to Art. 86 para 2 Sentence 2 BayHIG.

§ 9

Times for holding examinations; announcing examination times and examiners

- (1) ¹Written and oral examinations are to be held once a semester. ²The examination period is generally from the last week of lectures through the first four weeks of semester break. ³An additional examination time may be scheduled for the beginning of the following semester.
- (2) ¹Examination dates shall be determined by the relevant examiner and announced university-wide, generally at the start of the semester. ²A change of examiner on short notice shall only take place if there are urgent grounds for doing so.
- (3) Students are to register for examinations by the published deadline, according to the process determined by the board of examiners.

§ 10

Elements of the examination

- (1) The bachelor's examination is made up of the following elements:
 1. for the major, the module examinations listed in annex and the bachelor's thesis;
 2. for the minor, the required module examinations listed in the relevant examination regulations for minors in in bachelor's programme.
- (2) The examinations serve to demonstrate that the examinee has satisfied the desired learning outcomes of the individual modules.

§ 11

Forms of examination

- (1) ¹The examinations are taken in the form of written examinations, oral examinations, module papers, presentations and project reports. ²The possible forms of examination in the modules are given the annex. ³Exams are conducted in English or German, depending on the student's choice of core subject.
- (2) ¹Assessment of examinations is to be carried out according to the process announced by the board of examiners. ²Notifications will not be sent individually. ³Students are required to familiarize themselves independently with the terms of the present regulations pertaining to repeating examinations; they are responsible for informing themselves of examination results.
- (3) ¹If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit.
- (4) ¹Written exams are 90 minutes. ²The relevant examiner shall decide which resources may be used during the examination. ³A written record of the examination is to be made. ⁴The invigilator shall confirm the accuracy of the record by providing his or her signature. ⁵The examination record sheet is to include all aspects of the examination that are relevant to determining the grade.
- (5) ¹If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. ²Candidates may leave the room during an examination if permission is granted by the invigilator. ³The time and duration of absence are to be noted on the question paper.
- (6) ¹Written examinations are generally graded by the examiner who was appointed by the chair of examiners. ²The relevant examiners are to determine the grades for the individual examinations under the terms of § 16. ³An assessment of each written examination shall be provided no later

than six weeks after the examination. ⁴If an examinee receives the grade "*nicht ausreichend*" ["unsatisfactory"] on the written examination, a second examiner shall also provide an assessment. ⁵The graded written examination shall remain in the examination records.

- (7) ¹Oral examinations are to be held over a period of 20 minutes, depending on the requirements of the particular course. ²Oral examinations are to be administered by two examiners or one examiner and one co-examiner. ³If it is technically necessary, the oral examination shall be conducted in French or Swahili; the examiner shall announce this. ⁴One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: the location, start time, and duration of the examination; examination subject-matter and results (grade); names of the two examiners or of the examiner and co-examiner; and any noteworthy incidents. ⁴The record sheet is to be signed by the two examiners or by the examiner and co-examiner. ⁵The examiners are to determine the grades for performance in the oral examinations under the terms of § 16.
- (8) ¹If the audience for an oral examination must be limited due to room capacity, those students who wish to take the same examination within the next two semesters are to be given preference. ²The examination can be conducted without an audience if so requested by the candidate. ³Discussion and announcement of the examination results (grade) shall not be conducted in public.
- (9) ¹Term papers of 10-15 pages are written following the underlying course. ²The topic is to be assigned by the relevant examiner in consideration of the candidate's request. ³The processing period for the term paper is five weeks for a volume of ten pages or seven weeks for a volume of fifteen pages; this results from the appendix. ⁴The topic of the work is to be such that it can be completed within this time limit. ⁵The chair of examiners may extend this deadline by up to one week at the request of the candidate and after having heard the supervisor in case of reasons beyond the candidate's control. ⁶If the candidate demonstrates via a medical certificate that he or she was unable to work on the paper, the deadline is to be extended accordingly. ⁷The written assignment and an electronic version must be submitted to the examiner no later than three weeks prior to the start of lectures the following semester. ⁸Theses that are not submitted by the stated deadline are graded as "*nicht ausreichend*" ["unsatisfactory"]. ⁹The examiner shall determine the grade under the terms of § 16. ¹⁰If an assignment is graded as "*nicht ausreichend*" ["unsatisfactory"], a second examiner shall provide an assessment. ¹¹One graded copy of the term paper shall remain in the records.
- (10) ¹For presentations, the topic, type of written work involved, duration, and scope shall be clarified with the relevant instructor. ²Presentations can last between 15 and 30 minutes, depending on the workload. ³For graded presentations, the written paper forms the basis of the grade. ⁴The examiner shall determine the grade under the terms of § 16.

§ 12

Bachelor's thesis

- (1) The bachelor's thesis in the core subject should demonstrate that the candidate has mastered the fundamentals of academic research in his or her field and is able to apply these principles independently in addressing a topic of limited complexity.
- (2) ¹The chair of examiners is to determine an examiner to act as supervisor and assessor in consideration of the candidate's wishes. ²The topic of the bachelor's thesis is assigned by an examiner (§ 5 para 1) of the corresponding subject from the Faculty of Languages & Literatures via the chair of examiners. ³Candidates may not be assigned a topic for their bachelor's thesis until they have earned at least 120 credit points in the programme of study. ⁴Record is to be made of the date on which the topic was assigned. ⁵It is recommended that the bachelor's thesis be completed in the sixth semester (full-time study) or the 10th semester (part-time study).
- (3) ¹The bachelor's thesis is integrated into the programme of study and corresponds to a workload of 360 hours. ²The bachelor's thesis is to be submitted no later than 15 weeks after the topic was assigned in the case of full-time study or 30 weeks in the case of part-time study. ³The chair of examiners may extend this deadline by up to three weeks in the case of full-time study or six weeks in the case of part-time study at the request of the candidate and after having heard the supervisor if there are reasons beyond the candidate's control. ⁴If the candidate demonstrates via a medical certificate that he or she was unable to work on the thesis, the deadline is to be extended accordingly. ⁵Theses that are not submitted by the stated deadline are graded as "*nicht ausreichend*" ["unsatisfactory"].
- (4) ¹The bachelor's thesis can be submitted in English, German or, if professionally required, in French. ²The bachelor's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree.
- (5) ¹The bachelor's thesis must be submitted in electronic form (printable PDF document) by the deadline. ²Submission is carried out by uploading the document via the form server. ³The Examinations Office will make a note of the date on which the thesis was submitted.
- (6) ¹The thesis must contain a table of contents and bibliography. ²Two copies of the bachelor's thesis must be submitted to the examiners by the deadline in typescript, bound and paginated, unless the examiners waive submission of the printed copy in each case.
- (7) ¹The candidate may return the topic to the board of examiners once within the first two weeks. ²Paragraphs 1 to 6 also apply when assigning and working on a new topic.

- (8) ¹The Examinations Office shall forward the thesis to the relevant assessor. ²If the thesis is assessed as "unsatisfactory", it shall be assessed by a further assessor from the group of examiners in accordance with § 5. ³The grades shall be made available no later than two months after submission of the thesis. ⁴Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16.
- (9) ¹In case of different grades are assigned, the average of the grades shall be taken and shall be used as the basis of calculating the final grade. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (10) If the bachelor's thesis is deemed "*nicht ausreichend*" ["unsatisfactory"], the chair of examiners or his or her deputy shall inform the candidate of the decision.
- (11) One copy of the bachelor's thesis is to remain on record.

§ 13

Credit point system

- (1) ¹A record of credit points for completed modules is to be kept by the University of Bayreuth's Examinations Office for each student who is enrolled in the programme of study. ²The credit points that appear on the transcript are identical with credit points as stipulated in the European Credit Transfer System (see annex). ³One credit point corresponds to a workload of 30 hours.
- (2) The credit points for the modules are given in the annex.

§ 14

Consideration of protective provisions

- (1) ¹The utilization of protection periods of the Maternity Protection Act shall be guaranteed. ²Upon request, the claiming of parental leave in accordance with the Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz), as well as periods for the care of a close relative within the meaning of § 7 para 3 of the Nursing Care Act who is in need of care within the meaning of § 14 and § 15 of the Eleventh Book of the Social Code (Sozialgesetzbuch), shall be guaranteed. ³The appropriate evidence must be furnished; any changes in status are to be reported immediately.
- (2) ¹If duly requested, periods during which study was impossible or only possible to a limited extent for reasons beyond the student's control shall not be taken into account with regard to the examination schedule. ²Corresponding evidence must be furnished; medical certificates must be presented in the case of illness. ³Any changes in status are to be reported immediately.

§ 15

Consideration of special needs of students with disabilities or chronic illness and in special life circumstances

- (1) ¹In order to maintain their equal opportunities, the special needs of students with disabilities or chronic illnesses within the meaning of the Equal Opportunities for Persons with Disabilities Act shall be taken into account in an appropriate manner. ²Upon written request, the board of examiners shall determine on the basis of the degree of disability or chronic illness in what form the examination is to be taken; alternatively, an extension or other reasonable accommodations may be granted. ³Proof of the examination disability or chronic illness must be furnished in the form of a medical certificate stating that, due to a long-term or permanent disability or chronic illness, the examination cannot be taken in whole or in part in the intended form. ⁴The request is to be submitted together with the examination registration. ⁵If the request is submitted later, it shall only be valid for subsequent examinations.
- (2) ¹Students in special circumstances may apply to the board of examiners for compensation for disadvantages in examinations in accordance with Paragraph 1. ²The board of examiners shall decide on the existence of a special life situation and the extent of the compensation for disadvantages.

§ 16

Grading of examinations

- (1) The following grading scale will be used in the assessment of the individual assignments and examinations; the digit to the right of the comma enables a more differentiated assessment between the whole-number values.
- | | |
|---|---------------------|
| "sehr gut" (excellent) | = 1,0 or 1,3 |
| "gut" (considerably better than average) | = 1,7 or 2,0 or 2,3 |
| "befriedigend" (average) | = 2,7 or 3,0 or 3,3 |
| "ausreichend" (fulfils the minimum requirements despite deficiencies) | = 3,7 or 4,0 |
| "nicht ausreichend" (unsatisfactory due to considerable deficiencies) | = 5,0 |
- (2) ¹If a greater module examination is made up of multiple examinations, the grade for the module shall be established by calculating the arithmetic mean after weighting the components based on credit points. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). ³Module grades are as follows:
- | | |
|-----------------------------|------------|
| an average of 1,5 or better | = sehr gut |
|-----------------------------|------------|

an average of 1,6 up to and including 2,5	= gut
an average of 2,6 up to and including 3,5	= befriedigend
an average of 3,6 up to and including 4,0	= ausreichend.

§ 17

Final grade

- (1) ¹In determining the overall examination grade, the average of the module grades from the core subject without the bachelor's thesis and the grade average from the combined subject as well as the grade of the bachelor's thesis count in the ratio 3:1:1. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (2) Candidates who pass the bachelor's programme is's examination are to receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet", up to 1,5 is "sehr gut", up to 2,5 is "gut", up to 3,5 is "befriedigend", up to 4,0 "ausreichend".
- (3) Calculation of the final grade is to be carried out by the chair of examiners; the certificate or an attached document shall indicate how the final grade was calculated.
- (4) ¹In addition to the degree certificate, an ECTS grading table will be issued as stipulated in the ECTS guidelines in the version dated 6 February 2009. ²This table displays what percentage of programme graduates in a given time frame received the same final grade as described in para 2. ³Those programme graduates who were awarded their diplomas in the previous eight semesters shall serve as the reference group as long as it includes at least 30 persons. ⁴The date of the last examination shall be decisive in assigning graduates to a particular semester. ⁵If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. ⁶If the programme of study does not yet have as many graduates as the minimum number required of the reference group, an ECTS grading table will be issued as soon as the minimum number is reached. ⁷For degrees awarded before the minimum number is reached, an ECTS grading table will be issued at a later date upon request once the minimum number has been reached. ⁸The graduate's own graduating class is also to be included in the reference group. ⁹The size of the reference group and the time frame is to be included.

§ 18

Passing the bachelor's examination

- (1) Passing the bachelor's examination requires a grade of "ausreichend" or better for the bachelor's thesis and each module; in addition, all 180 credit points must be earned.

- (2) ¹If the candidate has not fulfilled the credit point requirements given in paragraph 1 by the end of his or her eighth semester in full-time study or 16th semester in part-time study due to reasons under his or her control, then the candidate shall be considered as credit points failed the bachelor's examination on the first attempt. ²Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.
- (3) ¹If the missing examinations are not passed by the student within a year of the deadline given in para 2 sentence 1 for reasons under his or her control, or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the bachelor's examination on the final attempt. ²The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. ³Notice shall be sent to inform the candidate that he or she has failed the examination on the final attempt in accordance with § 4 para 5 in conjunction with Article 41 BayVwVfG as amended. ⁴The board of examiners may grant the student an extension of the deadline stated in sentence 1 for circumstances beyond his or her control.
- (4) Students who fail the examination in their minor at the final attempt may change minors if the board of examiners approves his or her request. (cf. § 3 para 3)

§ 19

Repeating individual examinations

- (1) Any examination that was failed on the first attempt can be repeated once.
- (2) Up to two examinations may be repeated voluntarily for the purpose of improving one's grade. ²Voluntarily repeating additional examinations that were already passed or the bachelor's thesis is not permitted.
- (3) ¹Repeating an examination for a second time is only permitted for up to three examinations. ²Students who fail the second repetition of an examination are to be considered as having failed the bachelor's examination on the final attempt. ³The resitting of an examination can be carried out in oral form, even if the previous examination was in written form, as determined by the examiner.
- (4) ¹The bachelor's thesis can be repeated with a new topic if the student receives a failing grade for the thesis. ²Repeating the bachelor's thesis for a second time is not permitted.
- (5) Administrative measures shall be taken to ensure that it is possible to repeat the failed examinations or a failed bachelor's thesis within six months.

§ 20

Notice of failing grade on examination

If a candidate has failed the bachelor's examination on the final attempt, then a written notice shall be sent to him or her within two weeks upon request; the notice shall include a list of the individual examination grades as well as the missing examination elements.

§ 21

Access to examination documents

- (1) Following the conclusion of the examinations process, the candidate may upon request be granted access to his or her graded examination documents including the assessor's report as well as the record sheets for the examination.
- (2) ¹Such requests are to be made no later than one month after the degree certificate is awarded. ²If the candidate was prevented from meeting the deadline in sentence 1 due to reasons beyond his or her control, Article 32 of the Bavarian Administrative Process Act (*Bayerisches Verwaltungsverfahrensgesetz*) shall apply.

§ 22

Defects in the examination proceedings

- (1) If it is shown that there were defects in the examination proceedings which influenced the examination results, the candidate or the board on its own initiative shall request that the relevant examinations be repeated.
- (2) Any defects in the examination proceedings or circumstances preventing the candidate from completing the examination are to be reported to the examiner or the chair of examiners without delay, and in general, prior to notice being given of the examination results.
- (3) Claims under the terms of para 1 must be made within six months of the examination's conclusion.

§ 23

Non-appearance, withdrawal from examinations, cheating, and policy violations

- (1) ¹Candidates who have registered for an examination may withdraw without providing a rationale by withdrawing by the deadline announced by the board of examiners. ²If the candidate fails to appear for an examination for which he or she was registered for reasons under his or her control

or withdraws subsequent to the deadline stated in sentence 1, he or she will be considered to have failed the examination.

- (2) ¹The grounds for failing to appear - or as long as paragraph 1 sentence 1 does not apply, for withdrawal must be submitted to the board of examiners without delay and substantiated by *prima facie* evidence. ²The same applies to inability to take the examination due to circumstances arising during the examination. ³Inability to take the examination due to illness must be documented with a medical certificate.
- (3) If withdrawal or failure to appear is caused by reasons beyond the candidate's control, examinations elements completed up to that point are to be recognized.
- (4) ¹If the candidate attempts to influence the result on an examination by cheating or making use of materials that are not permitted, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"]. ²Any candidate who causes considerable disruption to the course of an examination may be removed by shall be given invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"].

§ 24

Invalidating the bachelor's examination

- (1) If a candidate cheats during an examination and this fact does not come to light until after the degree certificate is issued, the board of examiners may retroactively change the relevant grades accordingly and declare the bachelor's examination to be failed either in part or entirely.
- (2) ¹If the registration requirements for the examinations were not met by the candidate without this having involved any cheating on the part of the candidate, and if this fact does not come to light until after the degree is issued, then this fault shall be considered rectified via the candidate's passing of the bachelor's examination. ²If the candidate registered by intentionally providing false information, the board of examiners shall decide whether to revoke any unlawful administrative acts on the basis of the general principles of administrative law.
- (3) The candidate shall be permitted to make a statement prior to the decision.
- (4) The inaccurate degree certificate is to be taken away and, if applicable, replaced with a new one.

§ 25

Awarding the bachelor's degree; diploma

- (1) ¹A diploma and a certificate for successful completion of the bachelor's examination are to be issued within four weeks of demonstrating completion of the required module credits. ²The diploma is to include the title of the programme of study and the minor. ³It is to be signed by the dean and stamped with the seal of the University. ⁴Upon issuance of the diploma, the graduate is given the right to use the title "Bachelor Arts" after his/her surname.
- (2) ¹The certificate is to include the title of the programme of study and minor, the final grade, the grades for the major and minor, all module examinations undertaken (including credit points and grades achieved), as well as the topic of the bachelor's thesis and the grade received for the thesis. ²The certificate is to be signed by the chair of examiners. ³The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. ⁴An English translation of the diploma and a Diploma Supplement shall be issued in addition; the Diploma Supplement shall be signed by the chair of examiners. ⁵In addition to the certificate, an ECTS grading table is to be issued under the terms of § 17 para 4.
- (3) Revoking the degree "Bachelor of Arts" is to be carried out in accordance with the legal regulations (Article 101 *BayHIG*).

§ 26

Academic advising

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.
- (2) For questions concerning the bachelor's programme in Languages, Literatures, Media and Art in Africa or the bachelor's programme in African Verbal and Visual Arts (Languages, Literatures, Media and Art), i.e. the design of the programme, organization of studies, selection of courses and examination questions, the respective responsible programme coordinator of the bachelor's programme will provide advice.
- (3) ¹During the semester, the programme coordinator shall conduct a student advising session for all students enrolled in the bachelor's programme in Languages, Literatures, Arts and Media in Africa or the bachelor's programme in African Verbal and Visual Arts (Languages, Literatures, Media and Art). ²Programme-specific advising is recommended especially for the following persons:
 1. new students,
 2. students changing their focus,
 3. students who recently failed an examination,

4. students who have considerably less than 30 credit points per semester in full-time study or 15 credit points per semester in part-time study,
5. students transferring from a different subject, degree programme, or university,
6. those choosing their focus or the courses in their core elective module.
7. prior to transferring from the African Verbal and Visual Arts (Languages, Literatures, Media and Art) bachelor's degree programme to the African Languages, Literatures, Arts and Media bachelor's degree programme or vice versa,
8. those changing from full-time study to part-time study or from part-time study to full-time study.

§ 27

Effective date

- (1) ¹The present regulations go into effect on 06 July 2017. ²They shall be valid for students enrolling in this programme in Winter Semester 2017/2018 or later. ³The remaining students shall organise their studies according to the previous examination regulations for the degree programme African Languages, Literatures and Arts at the University of Bayreuth of 5 September 2006 (AB UBT No. 2007/050), last amended on 5 August 2009 (AB UBT No. 2009/047).
- (2) The examination regulations for the degree programme African Languages, Literatures and Arts at the University of Bayreuth of 5 September 2006 (AB UBT No. 2007/050), last amended by statutes of 5 August 2009 (AB UBT No. 2009/047), shall cease to be in force subject to the provision in para 1 sentence 3.*)

*) The set of amendments dated 9 January 2023 contains the following provisions with regard to the effective date:

These examination regulations shall take effect on 2 January 2023.

Annex: Modules, Credit Points, and Examinations

The following overview lists the module areas, the respective modules and the associated module examinations of the bachelor's degree programme Languages, Literatures, Arts and Media in Africa or the bachelor's degree programme African Verbal and Visual Arts (Languages, Literatures, Media and Art):

The modules include the following forms of instruction:

Seminars, advanced seminars, exercises and projects.

Core subject:

(Module) Area Compulsory Courses Modules	Se- mester hours	Credit points	Examination
C1 (Initial Course Language 1)	4	5	Written exam
C2 (Basic Course Language 1)	4	5	Written exam
C3 (Intermediate Course Language 1)	4	5	Written exam
C4 (Advanced Course Language 1)	4	5	Written exam
C1 (Initial Course Language 2)	4	5	Written exam
C2 (Basic Course Language 2)	4	5	Written exam
C7 (Languages in Application)	1	5	Oral exam
C8 (The Linguistic Landscapes of Africa)	2	5	Presentation and Oral exam
C9 (Methods in Art Studies and Media Studies)	4	10	Presentations
C10 (Methods in Linguistics and Literary Studies)	4	10	Presentations
C11 (Writing for Special Purposes)	2	5	Module paper of ca. 10 pages
C12 (Current Trends in Research)	2	5	Module paper of ca. 10 pages
Total (Module) Area C	39	70	
(Module) Area Elective Compulsory Courses Modules			
E1 (Field of specialization 1)	2	5	Oral exam
E2 (Field of specialization 2)	2	5	Oral exam
E3 (Field of specialization 3)	2	5	Oral exam
E4 (Advanced Seminar 1)	2	8	Presentation and Module paper of ca. 15 pages
E5 (Advanced Seminar 2)	2	8	Presentation and Module paper of ca. 15 pages
E6 (Advanced Seminar 3)	2	8	Presentation, Module paper of ca. 15 pages

(Module) Area Compulsory Courses Modules	Se- mester hours	Credit points	Examination
Total (Module) Area E	12	39	
C13 Project		10	Project report of ca. 10 pages
C14 BA Thesis		12	
Total:	51	131	

minor*)

(Module) Area Modules	Se- mester hours	Credit points	Examination
KF		49	
Total:		49	

*) The exact distribution of the credits in the minor subject depends on the respective examination regulations of the minor subject.