



**Examination and Study Regulations
for the Master's Programme
Intercultural Anglophone Studies
at the University of Bayreuth**

dated 20 March 2017

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 examination and study regulations issued by the University of Bayreuth.

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§ 1

Purpose of the master's examination

- (1) ¹The master's examination as the conclusion of the master's programme Intercultural Anglophone Studies is designed to assess whether the candidate demonstrates the required advanced competencies in linguistics, literature, and cultural studies and whether he or she has honed his or her understanding of cultural areas as detailed in the present regulations. Upon passing the master's examination, the University of Bayreuth, by way of the Faculty of Languages & Literatures, awards the academic degree "Master of Arts" (abbreviated as M. A.).
- (2) ¹The degree programme, which is taught entirely in the English language, serves to deepen and extend the basic knowledge acquired in the bachelor's programmes English Studies and American Studies. ²The degree programme focuses on processes of intercultural understanding with special attention being paid to the various anglophone cultural areas. ³Various forms of communication between cultures are dealt with in linguistics and literature in both of the major areas "Literature" and "Linguistics". ⁴Linguistic, literary, and cultural articulations in other, for example visual, media from anglophone countries are researched on a challenging theoretical level. ⁵Since social action increasingly takes place in overlapping cultural situations, required professional skills include a profound cultural understanding. ⁶Thus the course of study requires in principle the ability to carry out scientific work, to engage in informed and objective discussion and to write short research-oriented papers. ⁷The programme fosters and develops these basic skills and, using specially selected topics, leads to academic competence in the independent preparation and presentation of research findings and the assessment of academic contributions by other authors. ⁸Students should be equipped to become experts in the investigation of the English language, or (alternatively) of anglophone literature and culture with respect to intercultural processes. ⁹Their independent discernment in the analysis of complex linguistic, literary, and cultural interrelationships is strengthened. ¹⁰In addition to training for professional practice, the programme provides training for academic work. ¹¹It forms the basis for postgraduate study (certificate programmes, doctoral studies, etc.).

§ 2

Admission to the programme; qualification

- (1) Admission prerequisites for the master's programme are as follows:
 1. a university degree (or completed studies) with at least the examination grade "good" in the bachelor's programme English/American Studies at the University of Bayreuth or an equivalent degree from Germany or abroad
 2. a thorough understanding of English, as evidenced by successful completion of the bachelor's programme English/American Studies at the University of Bayreuth, or equivalent knowledge. Notwithstanding § 6 para 1 item 15 of the Enrolment Statutes, a basic understanding of German is recommended.
- (2) Should the candidate be unable to provide a language or literature-based bachelor's thesis at the time of enrolment in the programme, then he or she must complete advanced seminar C 1 by the third semester with a term paper.
- (3) ¹If the bachelor's certificate or equivalent diploma has not yet been issued, a confirmation of all individual grades and examinations for courses completed up to the date of registration must be submitted. ²Such coursework must amount to at least 140 ECTS points and correspond to a final grade of "gut" ["good"] or better. ³Applicants who fulfil the requirements of sentence 2 are to be enrolled on the condition that they submit the relevant degree certificate with a grade of "gut" ["good"] or better by the end of their second semester of study.

§ 3

Structure of full-time and part-time study and the master's examination;

Standard period of study

- (1) ¹The master's programme Intercultural Anglophone Studies is divided into the following module areas:
 - A Intercultural Anglophone Studies in Literature and Language – Foundations
 - B Second Foreign Language
 - C Intercultural Anglophone Studies in Literature and Language – Intermediate Level
 - D Intercultural Anglophone Studies in Literature and Language – Advanced Level
 - E Intercultural Anglophone Studies in Literature and Language – MA Thesis Module

²As a specialization, either major area Literature or major area Linguistics is chosen as the branch of study. ³The second foreign language can be any language taught by an instructor at the Language Centre aside from English. ⁴In both major areas, module A 5 can be replaced by a module in another degree programme at the University of Bayreuth, preferably in master's programmes; in the major area "Linguistics", modules A 4 and C 3 can additionally be replaced by linguistic modules in another master's programme at the University of Bayreuth. ⁵Upon request, coursework in Module B can be replaced entirely or in part with additional assessment components (with graded examinations) in the remaining modules.

- (2) ¹The master's programme can be completed as a full-time or part-time student. 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 only possible within the enrolment period of each new semester. ⁴The programme comprises four semesters of full-time study including the master's thesis (standard period of study). ⁵The programme comprises eight semesters of part-time study including the master's thesis. ⁶Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study.
- (3) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (4) New students may begin the programme in the winter semester or the summer semester.
- (5) In particular, courses include lectures, tutorials, basic and advanced seminars, graduate seminars, and independent studies.
- (6) Lectures address selected topics in the subject area and related introductory and specialized knowledge as well as methodological skills.
- (7) Practical linguistic tutorials facilitate the acquisition and preservation of language skills.
- (8) In undergraduate seminars (core electives), scholarly work is cultivated on the basis of selected issues.
- (9) ¹Advanced seminars address research problems relating to selected issues and cultivate advanced scholarly work. ²They are thematically specific,

and as "Seminar" (Module Area A), "Intensive Seminar" (Module Area C) and "Advanced Seminar" (Module Area D) within the consecutive module structure, they lead both to an increasing specialization in content and methodology and to the expansion of knowledge of the different cultural and linguistic areas of the English-speaking world.

- (10) Graduate seminars serve to discuss specific theoretical topics (D 2) and to support the master's thesis (E 1).
- (11) Independent studies serve to deepen independent scholarly work on academic project topics, which the students may propose themselves. The independent study of literature is central. Independent studies are supported by individual or group supervision.

§ 4

Board of examiners

- (1) ¹A board of examiners shall be formed to make the necessary decisions with regard to admission to the master's programme and the organizational execution of the master's examination. ²The board of examiners shall carry out the examination procedure in accordance with the present regulations and make all decisions with the exception of the actual examinations and the assessment thereof. ³It consists of the programme coordinator as chair and two professors of English/American Studies as members. ⁴The members of the board of examiners and their substitutes shall be elected by the faculty council from among the professors (Article 2 para 1 number 1 of the *Bayerisches Hochschulpersonalgesetz*) in the Faculty of Languages & Literatures for a term of three years.
- (2) ¹The board of examiners constitutes a quorum if all members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting. ²It decides by a majority of the votes cast at meetings. ³Abstentions, secret ballots, and transfer of voting rights are not permitted. ⁴If votes are equally divided among its members, the chair shall have the casting vote.
- (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 study and examination regulations.
- (5) ¹Notices the board of examiners issues under the terms of the present regulations include a rationale and information concerning the right to appeal the decision. 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 the Bavarian Higher Education Act (*BayHSchG*) and the *HSchPrüferV*, as amended, may serve as examiner. ²Instructors from foreign universities may serve as examiners, as long as they fulfil the qualification requirements in sentence 1. ³Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiners.
- (2) ¹If a member of the University of Bayreuth who is an authorized examiner leaves the University, he or she may - if his or her request is approved by the board of examiners - 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 sentence 1, 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 41 para 2 of the *BayHSchG*.
- (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 18 para 3 of the *BayHSchG*.

§ 7

Admission to the examinations

Students who are enrolled in the master's programme Intercultural Anglophone Studies are considered *ipso facto* to be admitted to the examinations.

§ 8

Credit transfer

- (1) Awarding credit for competencies (learning outcomes) is governed by Article 63 para 1 and 2 of the Bavarian Higher Education Act (*BayHSchG*).
- (2) If credits are awarded 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 the grading systems are not analogous, the remark "*bestanden*" ("passed") shall appear in place of a grade; in this case, the course shall not be taken into account when calculating the final grade. ⁴The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. ⁵If credit transfer is denied, the person concerned may appeal the decision by submitting a request for the University Board to review the decision within four weeks of notification of denial. ⁶The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.

- (3) Credit transfer request are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to announcement of the examination results of the last possible examination repetition in the relevant module.

§ 9

Times for holding examinations; announcing examination times and examiners

- (1) Written and oral examinations are to be held once a semester. The examinations are generally held from the last week of lectures to the end of the fourth week of the semester break; they are announced by the board of examiners to all members of the university. ³An additional examination time may be scheduled for the beginning of the following semester.
- (2) ¹If not listed in the annex, the examination times and the form and duration of examinations shall be determined by the relevant examiner and announced university-wide at the 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) ¹The master's examination comprises the examinations listed in the annex and the master's thesis.
- (2) The examinations serve to demonstrate that the examinee has satisfied the desired learning outcomes of the individual modules.

§ 11

Forms of examination

- (1) Examinations are taken in the form of written examinations, oral examinations, term papers, scholarly essays, written and practical language essays, as well as in Module E 1 by means of a thesis outline, a theoretical/methodological essay, or a thesis proposal.

- (2) ¹Grades for examinations are announced according to the process determined by the board of examiners. ²Notifications are not 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) If 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 examinations are held over a period of at least two hours and no longer than four hours; the duration of the examination should be appropriate to the requirements of the corresponding course. ²Written examinations are based on the desired learning outcomes of the respective courses. ³The relevant examiner decides which resources may be used during the examination. ⁴A written record of the examination is to be made. ⁵The invigilator confirms the accuracy of the record by providing his or her signature. ⁶The examination record sheet is to include all aspects of the examination that could be 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 relevant examiner. ²If an examinee receives the grade "*nicht ausreichend*" ["unsatisfactory"] on the written examination, a second examiner shall also provide an assessment. ³The relevant examiner determines the grades for the written examinations under the terms of § 16. ⁴An assessment of each written examination shall be provided no later than four weeks after the examination. ⁵The board of examiners may decide to appoint an additional examiner. ⁶The graded written examination shall remain in the examination records.
- (7) ¹Oral examinations are held over a period of 60 minutes. ²Oral examinations are conducted in English, and are administered by two examiners or one examiner and one co-examiner. ³One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: 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; name of the candidate; and any noteworthy incidents.

- ⁴The record sheet is to be signed by the two examiners or by the examiner and co-examiner. ⁵The examiners determine the grades for the oral examinations under the terms of § 16.
- (8) ¹In the oral examination, those students who will be taking the same examination within the next two semesters are to be given preference as members of the audience in consideration of room capacity. 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) ¹Homework assignments/ term papers are to be completed following the seminar in which they were assigned. ²The choice of the seminar is up to the candidate. ³The topic is to be assigned by the relevant examiner in consideration of the candidate's request. ⁴The time period for completing homework assignments/ term papers for advanced seminars (Modules A 2 and C 1 according to § 2 para 2) is four weeks. ⁵The topic of the paper is to be such that it can be completed within this time limit. ⁶The period is to begin no later than the end of the lecture period. ⁷It is determined by the examiner after hearing the candidate. ⁸In justified, exceptional cases, the chair of examiners may extend this deadline by up to one week at the request of the candidate and after having heard the supervisor. ⁹If 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. ¹⁰Papers that are not submitted by the stated deadline are graded as "*nicht ausreichend*" ["unsatisfactory"]. ¹¹The examiner assigns a grade in accordance with § 16 within a period of eight weeks. ¹²If the assessment is "*nicht ausreichend*" ["unsatisfactory"], the paper must be assessed by a second examiner. ¹³An evaluated copy of each paper remains in the examination files.
- (10) ¹With regard to the time frame, a scholarly essay in a course is written according to the instructor's/ examiner's specifications. ²A practical language essay in a course has a scope determined by the instructor/examiner and is written according to his or her specifications with regard to the time frame. ³The thesis proposal to be prepared for Module E 1 represents a special form of scholarly essay; its content refers to the topic and the scientific approach of the master's thesis. ⁴The examination forms mentioned in sentences 1, 2, and 3 are either graded by the relevant instructor/examiner in accordance with § 16 or assessed as "passed" or "failed". ⁵Para 6 sentence 2 applies *mutatis mutandis*.

- (11) ¹Written assignments summarize the most important statements of an oral presentation in a seminar and are prepared according to the instructor's/examiner's instructions. ²Para 6 sentence 2 and para 10 sentence 4 apply *mutatis mutandis*.

§ 12

Master's thesis

- (1) ¹The master's thesis of the candidate should demonstrate that he or she is able to utilize relevant resources and adequately address and write about a current issue in the field using scientific methods. ²The scholarly thesis can also be proved by other adequate media (e.g. in the form of a film or an exhibition), which should be discussed with the supervisor. ³Accompanying the alternative medium is a written work on theoretical and methodological principles of 20 - 30 pages.
- (2) ¹The chair of examiners is to determine an examiner to act as supervisor and assessor, if possible in consideration of the candidate's wishes. ²The topic of the master'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. ³Record is to be made of the date on which the topic was assigned. ⁴It is recommended that the master's thesis be completed in the fourth semester (full-time study) or the sixth semester (part-time study).
- (3) ¹The master's thesis is integrated into the degree programme with an average workload of 780 working hours. ²The master's thesis is to be submitted no later than six months after the topic was assigned in the case of full-time study or 12 months in the case of part-time study. ³The chair of examiners may extend this deadline by up to twelve weeks in the case of full-time study or 24 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 to be graded as "*nicht ausreichend*" ["unsatisfactory"].

- (4) ¹The master's thesis is to be submitted in the English language. ²The master'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 thesis is to be submitted to the Examinations Office by the deadline given. ²Record is to be made of the date on which the thesis was submitted.
- (6) ¹Three typewritten, paginated, and bound copy of the master's thesis is to be submitted. ²The thesis must contain a table of contents and bibliography. ³An additional copy is to be submitted electronically.
- (7) ¹The candidate has the right to return the topic to the board of examiners within the first two weeks in the full-time study programme or four weeks in the part-time study programme. ²Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) ¹The Examination Offices passes the work on to the appointed assessor (supervisor). The chair appoints an additional assessor from among the examiners according to § 5. ²The grades should be made available no later than two months after submission of the thesis. ³Each examiner shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. ⁴In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.
- (9) ¹If different grades are assigned, the grade for the master's thesis shall be the arithmetic mean of the assessments. 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 master'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 master'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 to 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 extenuating life circumstances

- (1) ¹Upon request, the following are to be observed with regard to dates and deadlines: §§ 3, 4, 6, and 8 MuSchG, dated 20 July 2002, BGBl p. 2318 - as amended), periods set aside under the laws concerning parental leave (BEEG, dated 5 December 2006, BGBl p. 2748 - as amended), and periods reserved for care of a family member (as stipulated in PflegeZG, dated 28 May 2008, BGBl pp. 874, 896 - as amended) who requires care as described in §§ 14 and 15 of SGB XI, dated 26 May 1994 (BGBl pp. 1014 and 1015), as amended. ²The 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 be taken into account with regard to the examination schedule. ²The corresponding evidence must be provided, in particular medical certificates. ³Any changes in status are to be reported immediately.

§ 15

Consideration of the special needs of disabled persons

¹For the sake of ensuring equal opportunities, the particular needs of disabled examinees are to be appropriately accommodated. ²Upon the candidate's written request, the board of examiners shall determine on the basis of the degree of disability in what form a disabled examinee is to take the examination; alternatively, an extension may be granted.

³Evidence of disability is to be provided by way of a medical certificate, which confirms that the candidate is unable (entirely or in part) to take the examination in its usual form due to a lasting or permanent disability. 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.

§ 16

Examination grades

(1) (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 performance)	= 2,7 or 3,0 or 3,3
"ausreichend" (performance that meets the minimum requirements despite deficiencies)	= 3,7 or 4,0
"nicht ausreichend" (performance that does not meet the minimum requirements 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 average grade 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:

average grade of 1,5 or better	= "sehr gut"
for an average grade of 1,6 up to and including 2,5	= "gut"
for an average grade of 2,6 up to and including 3,5	= "befriedigend" for
an average of 3,6 up to and including 4,0	= "ausreichend."

§ 17

Final grade

(1) ¹The overall grade of the master's examination is calculated as the arithmetic mean of the module grades A 2 (term paper; twofold), C 4 (written examination; threefold), D 3 (oral examination; threefold), and E 2 (master's thesis; sixfold), whereby the grades are calculated according to the average of the grades with the weighting indicated in brackets

- 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 master's examination receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet" ["excellent"], up to 1,5 is "sehr gut" ["very good"], up to 2,5 is "gut" ["good"], up to 3,5 is "befriedigend" ["satisfactory"], up to 4,0 "ausreichend" ["sufficient"].
 - (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 8 semesters shall serve as the reference group as long as it includes at least 30 persons. ⁴The date of the last assessment component 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 has not yet produced the number of final semesters planned for the comparison group, an ECTS grading table is issued as soon as the minimum number of degrees 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 master's examination

- (1) The master's examination is only passed if the grade of the master's thesis and of each module is at least "ausreichend" ["sufficient"] and all required 120 credit points are achieved.
- (2) ¹If the candidate has not fulfilled the requirements given in para 1 by the end of his or her sixth semester in full-time study or twelfth semester in part-time study due to reasons under his or her control, then the candidate shall be considered as having failed the master'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 master'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. ³A notice of having failed on the final attempt will be sent under the terms of § 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.

§ 19

Repeating examinations in individual areas

- (1) ¹Any examination that was failed on the first attempt can be repeated once. ²Administrative measures shall be taken to ensure that it is possible to repeat the failed examinations or a failed master's thesis within six months.
- (2) Voluntarily repeating examinations that were already passed or the master's thesis is not permitted.
- (3) ¹The master's thesis can be repeated with a new topic if the student receives a grade of "*nicht ausreichend*" ["unsatisfactory"] for the thesis. ²Repeating the master's thesis for a second time is not permitted.
- (4) 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 master's examination on the final attempt.

§ 20

Notice of failing the master's examination

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

§ 21

Access to examination documents

- (1) After completion of the examination procedure, the candidate will be granted access to his or her examination papers, the related expert opinions, and the examination record sheets upon request and within the limits of organizational possibilities.
- (2) ¹The request must be submitted to the chair of examiners no later than one month after the certificate is issued. 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 paragraph 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 submitting a written statement of withdrawal 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 para 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 before or during the examination. ³Inability to take the examination due to illness must be documented with a medical certificate. ⁴If the board of examiners accepts the reasons given, a new examination time is to be offered under the terms of § 9 within six months.

- (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 of an examination by cheating or making use of materials that are not permitted, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"]. ²A candidate who causes considerable disruption to the course of an examination may be removed by the invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"].

§ 24

Invalidating the master'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 master'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 master'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 master's degree; diploma

- (1) ¹A diploma and a degree certificate for successful completion of the master's examination are issued within four weeks of demonstrating completion of the required module credits. ²The diploma is to include the title of the programme of study. ³It is signed by the Dean of the Faculty of Languages & Literatures and bears the seal of the university. ⁴Upon issuance of the diploma, the graduate is given the right to bear the title "Master of Arts". ⁵This is to be placed after his/her surname with the abbreviation "M. A."
- (2) ¹The certificate is to include the title of the programme of study, the final grade, all module examinations (including credit points and grades achieved), as well as the topic of the master'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 module examination. 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 "Master of Arts" is to be carried out in accordance with the legal regulations (Article 69 *BayHSchG*).

§ 26

Academic advising

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.
- (2) For questions concerning the master's programme Intercultural Anglophone Studies, i.e. the design of the programme, the organization of studies, the selection of courses, and examination questions, please contact the programme coordinator of the master's programme.
- (3) ¹In the course of the semester, the programme advisor shall offer advising for all students enrolled in the master's programme. ²Programme-specific advising is recommended especially for the following persons:
 1. new students,
 2. students who recently failed an examination,
 3. 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,
 4. students transferring from a different degree programme or university,

§ 27

Entry into effect, termination

- (1) ¹These regulations go into effect on 21 March 2017. ²They shall be valid for all students enrolling in this programme for the first time in Summer Semester 2017 or later. ³The other students structure their studies according to the previous examination and study regulations for the master's programme Intercultural Anglophone Studies at the University of Bayreuth dated 15 November 2010 (AB UBT 2010/072), last amended on 30 November 2012 (AB UBT 2012/069).
- (2) The Examination and Study Regulations for the Master's Programme Intercultural Anglophone Studies at the University of Bayreuth dated 15 November 2010 (AB UBT 2010/072), last amended on 30 November 2012 (AB UBT 2012/069), shall cease to apply subject to the provision in para 1 sentence 3.

Annex: Modules, Credit Points, and Examinations

The following contains an overview of courses to be attended and the relevant examinations and ungraded assignments.

Module structure/module areas and modules

Module areas Modules	ECTS	Semester hours	Examination	Comment
A Intercultural Anglophone Studies in Literature and Language – Foundations	28	10		
A 1 Seminar (HS) Cultural and Literary Theory/Theoretical Approaches to Language, Variation and Culture	6	2	Scholarly essay (ca. 4,000 words)	Assessment: passed/failed
A 2 Seminar (HS) Core Issues	8	2	Term paper (ca. 8,500 words)	Graded, relevant for final grade
A 3 Style and Register (Ü)	4	2	Practical language essay	graded
A 4 Elective Seminar I (PS or HS)	4	2	Written assignment	Assessment: passed/failed
A 5 Seminar/Lecture/Workshop	6	2	Scholarly essay (ca. 4,000 words)	Assessment: passed/failed
B Second foreign language	8	8		
1. Option B 1 (2 x basic course)	8	8	Basic courses: Written examination	graded
2. Option B 2 (1 x basic course, 2 x intermediate course/specialization course)	8	8	Basic course/intermediate courses/ specialization courses: Written examination	graded
3. Option B 3 (4 x intermediate course/ specialization course)	8	8	Intermediate courses/specialization courses: Written examination	graded
C Intercultural Anglophone Studies in Literature and Language – Intermediate Level	28	6		
C 1 Intensive Seminar I (HS)	6	2	Term paper (ca. 4,500 - 6,000 words/ students with no BA thesis) or Scholarly essay (ca. 4,000 words/students with a BA thesis)	graded
C 2 Intensive Seminar II (HS)	6	2	Scholarly essay (ca. 4,000 words)	Assessment: passed/failed
C 3 Elective Seminar II (PS or HS)	4	2	Written assignment	Assessment: passed/failed
C 4 Independent Studies I	12		Written examination (4 h)	Graded, relevant for final grade

Module areas Modules	ECTS	Semester hours	Examination	Comment
D Intercultural Anglophone Studies in Literature and Language – Advanced Level	24	4		
D 1 Advanced Seminar I (HS)	6	2	Scholarly essay (ca. 4,000 words)	Assessment: passed/failed
D 2 Advanced Seminar II (OS)	6	2	Scholarly essay (ca. 4,000 words)	Assessment: passed/failed
D 3 Independent Studies II	12		Oral examination	Graded, relevant for final grade
E Intercultural Anglophone Studies in Literature and Language – MA Thesis Module	32	2		
E 1 Master Seminar (OS)	6	2	Thesis proposal (ca. 4,000 words)	Assessment: passed/failed
E 2 MA Thesis	26		Master's thesis (approx. 23,000 - 30,000 words)	Graded, relevant for final grade

Abbreviations:

OS = graduate seminar; HS = advanced seminar; PS = undergraduate seminar; Ü = tutorial

In both major areas, module A 5 can be replaced by a module in another course of study at the University of Bayreuth, preferably in master's programmes; in the major area "Linguistics", modules A 4 and C 3 can also be replaced by linguistic modules in another master's programme at the University of Bayreuth. Upon application, the credits in module area B can be partially or completely replaced by additional credits (with graded examinations) in the remaining modules.

Issued on the basis of a decision made by the University of Bayreuth's Senate on 21 December 2016 with the approval of the Bavarian Ministry of Education, Culture, Science and the Arts (6 February 2017), and with the approval of the president of the University of Bayreuth, granted on 16 March 2016, reference number A 3381 - I/1a.

Bayreuth, 20 March 2017 [university seal]

PRESIDENT OF THE
UNIVERSITY OF
BAYREUTH

[signature]

Professor Dr. Stefan Leible

These regulations were enacted at the University on 20 March 2017. This was announced on 20 March 2017 by posting a notice at the university. The date of the announcement is 20 March 2017.