



UNIVERSITÄT  
BAYREUTH

Examination and Study Regulations  
for the Master's Programme

# Development Studies

at the University of Bayreuth

dated 10 August 2016

in the amended version dated 1 September 2017

**University of Bayreuth | MA Development Studies | September 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 Regulations issued by the University of Bayreuth. \*)*

The University of Bayreuth is not liable for inaccuracies or mistakes in this English translation.  
In case of doubt, the German originals are to be used in a court of law.

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## **§ 1**

### **Purpose of the master's examination**

<sup>1</sup>The bilingual (German/English) master's programme Development Studies addresses the causes, conditions, and consequences of social, political, and economic processes of development, radical change, and globalization in selected regions (Latin America, Asia, or Africa), primarily in developing and transformation countries (the so-called "Global South").

<sup>2</sup>The combination of the subjects Development Sociology/Politics, Geography, and Economics provides students with extensive methodological, scientific, and career-relevant competencies in the area of development research. <sup>3</sup>Students acquire the ability to analyse social, political, and economic development problems and processes of radical change and to discuss them in consideration of theories from economics and the social sciences. <sup>4</sup>On the basis of the master's examination as the culmination of the master's programme Development Studies, it is determined whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further independent academic work. <sup>5</sup>On the basis of having passed the master's examination, the University - by way of the Faculty of Cultural Studies - awards master's students in the programme Development Studies with a focus on Development Sociology/Politics and - by way of the Faculty of Biology, Chemistry & Earth Sciences - master's students in the programme Development Studies with a focus on Geography the academic degree "Master of Arts".

## **§ 2**

### **Admission to the programme; qualification**

- (1) <sup>1</sup>Admission prerequisites for the master's programme are as follows.
1. a bachelor's degree in Applied African Studies, African Culture & Society, International Economics & Development, Philosophy & Economics, B.Sc. Geography, or Culture & Society in the subject area Sociology from the University of Bayreuth, or an equivalent degree and
  2. for the bilingual master's programme (German/English), evidence of a strong command of English at the level C1 according to the Common Framework of Reference for Languages must be submitted to ensure that the student can follow demanding texts and discussions in the field;

for applicants who earned neither their higher education entrance qualification nor their first degree in the German language, evidence of German language skills at the level of A1 according to the Common Framework for Languages or a final thesis for a German-taught programme of study offered by an institution of higher education. The German language requirements can be met up to the end of the second semester of study. It is also highly recommended that applicants have skills in an additional language relevant to a development region (e.g. Spanish, French, Portuguese) and

3. evidence of a career-relevant internship abroad of at least 4 weeks or professional experience in a qualifying area of practice, especially for organizations and institutions in development cooperation, internationally active businesses, and industry federations. This evidence can be submitted up to the end of the second semester of study.

<sup>2</sup>In addition, it is recommended that students have a subject-specific understanding of the countries in the Global South and/or career-relevant experience in the countries of the Global South. New students should already possess a basic understanding of the social sciences or Earth sciences in development studies and be able to discuss and evaluate various approaches.

- (2) <sup>1</sup>If previous study is not found to be entirely equivalent in content and scope to the bachelor's programmes Applied African Studies, African Culture & Society, International Economics & Development, Geography, or Philosophy & Economics, the applicant may be accepted on the condition that he or she is to complete the missing coursework and examinations amounting to a maximum of 30 credit points in the relevant bachelor's programme within one year in addition to the master's programme requirements; otherwise, the prerequisites for admission are not to be considered fulfilled. <sup>2</sup>In such cases, the examination and study regulations for the relevant bachelor's programme (as amended) shall apply.
- (3) Such decisions as described in para 2 are to be made by the board of examiners established under the terms of § 4.
- (4) <sup>1</sup>If the bachelor's certificate or equivalent diploma has not yet been issued, a confirmation of all individual grades for all examinations and coursework completed up to the date of registration must be submitted.

<sup>2</sup>Such coursework must amount to at least 150 ECTS points and correspond to a final grade of 2,5 or better. <sup>3</sup>Applicants 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 2,5 or better by the end of the second semester of study.

### § 3

#### **Structure of full-time and part-time study and the master's examination; standard period of study**

- (1) <sup>1</sup>The master's programme Development Studies is divided into modules, with credit point requirements as follows:

	<b>Credit Points (CP)</b>
A Foundations	45
B - D <b>Elective Courses</b> (individual focus): Development Sociology/Politics (B), Geography (C) or International Economy (D)	20
E Project-Focussed Units	35
Master's Thesis	20
<b>Total</b>	<b>120</b>

- (2) <sup>1</sup>The master's programme Development Studies can be completed as a full-time or part-time student. <sup>2</sup>Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. <sup>3</sup>Changing 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. <sup>4</sup>The programme comprises four semesters of full-time study including the master's thesis (standard period of study). <sup>5</sup>The programme comprises eight semesters of part-time study including the master's thesis. <sup>6</sup>Unless special provisions are made in the present regulations the deadlines specified for full-time study also apply to part-time study. <sup>7</sup>Details concerning the course of instruction are based on the relevant curriculum guide.
- (3) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (4) New students can enter the programme in the winter semester.

#### § 4 Board of examiners

- (1) <sup>1</sup>A board of examiners shall be formed to make the necessary decisions with regard to the admission to the master's programme and the organizational execution of the master's examination. <sup>2</sup>The 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. <sup>3</sup>The board is made up of a chair and two additional members; the chair and the additional members shall each have one substitute. <sup>4</sup>The members of the board of examiners and their substitutes shall be elected by the faculty council of the Faculty of Cultural Studies from the professors (Article 2 paragraph 1, sentence 1, number 1 of the Bayerisches Hochschulpersonalgesetz) from the Faculty of Cultural Studies (Chair of Development Sociology / Junior Professor of Developmental Politics and Politics in Africa), the Faculty of Biology, Chemistry & Earth Sciences (Department of Earth Sciences), or the Faculty of Law, Business & Economics (Business Administration/Economics IV; E) to serve a two-year term. <sup>5</sup>The board of examiners shall elect a chair and deputy chair from among its members. <sup>6</sup>If the chair retires during his or her term, the board of examiners can resolve to elect a different member of the board as chair.
- (2) <sup>1</sup>The 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. <sup>2</sup>The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. <sup>3</sup>Vote abstention, secret voting, and proxy voting are prohibited. <sup>4</sup>If votes are equally divided among its members, the chair's vote shall be decisive.
- (3) <sup>1</sup>The chair of examiners shall ensure that the provisions of these regulations are followed. <sup>2</sup>He or she shall convene the meetings of the board of examiners and shall act as chair of its proceedings and decisions. <sup>3</sup>With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. <sup>4</sup>He or she must promptly inform the other members of any such decision - at the next meeting at latest. <sup>5</sup>In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked)

the right to perform other duties <sup>6</sup>The chair can delegate tasks to members of the board of examiners.

- (4) The board of examiners shall regularly report to the faculty council of the Faculty of Cultural Studies concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations.
- (5) <sup>1</sup>Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning legal remedies available. <sup>2</sup>Notices of appeal shall be issued by the president in consultation with the board of examiners.

## **§ 5**

### **Examiners and co-examiners**

- (1) <sup>1</sup>Any 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. <sup>2</sup>Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.
- (2) <sup>1</sup>If 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. <sup>2</sup>Authorization to administer examinations shall generally remain valid for up to two years.
- (3) <sup>1</sup>Unless otherwise decided by the chair of examiners, the relevant instructor shall also serve as examiner. <sup>2</sup>If that instructor is not authorized to administer examinations as laid out in para 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 Development 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. <sup>2</sup>If 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. <sup>3</sup>If 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. <sup>4</sup>Transferred credits may be identified as such on the certificate. <sup>5</sup>The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. <sup>6</sup>If credit transfer is denied, the person concerned can appeal the decision by submitting a request for the University Board to review the decision within four weeks of notification of denial. <sup>7</sup>The University Board shall provide the board of examiners with a recommendation on how to proceed with the request.
- (3) Credit transfer 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.

## § 9

### Times for holding examinations; announcing examination times and examiners

- (1) The module examinations are to be carried out shortly after the conclusion of the module, and the examination schedule and time line for submitting graded assignments is to be published university-wide by the examiner prior to the start of the course.

- (2) <sup>1</sup>If not listed in the annex, the examination times and the form and duration of examinations shall be determined by the relevant examiner and published university-wide, generally at the start of the semester. <sup>2</sup>A change of examiner on short notice shall only take place if there are urgent grounds for doing so.
- (3) Students must register for examinations by the published deadline, according to the process determined by the board of examiners.

## § 10

### Elements of the examination

- (1) The master's examination comprises the module examinations listed in Annex 1 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

### Form of examinations

- (1) <sup>1</sup>Examinations are taken in the form of presentations, written examinations, oral examinations, assignments, reports, and essays. <sup>2</sup>The possible forms of examination in the modules are given in the annex.
- (2) <sup>1</sup>Assessment of examinations at the University of Bayreuth is to be carried out according to the process announced by the board of examiners. <sup>2</sup>Notifications will not be sent individually. <sup>3</sup>Students are required to familiarize themselves, independently and in a timely manner, with the terms of the present regulations pertaining to repeating examinations; they alone are responsible for checking examination results in a timely manner.
- (3) <sup>1</sup>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. <sup>2</sup>In the case described in para 8, sentence 1 does not apply.
- (4) <sup>1</sup>Written examinations are to be held over a period of at least one hour and at most two hours. <sup>2</sup>The relevant examiner shall decide which resources may be used during the examination. <sup>3</sup>An examination record sheet is to be kept. <sup>4</sup>The invigilator shall confirm the accuracy of the record by providing his or her signature. <sup>5</sup>The examination record sheet is to include all aspects of the examination that are relevant to determining the grade.
- (5) <sup>1</sup>If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. <sup>2</sup>Candidates may leave the room during an examination if permission is granted by the invigilator. <sup>3</sup>The time and duration of absence are to be

noted on the question paper.

- (6) <sup>1</sup>Written examinations are generally graded by the relevant examiner. <sup>2</sup>The relevant examiners are to determine the grades for the individual examinations under the terms of § 16. <sup>3</sup>The assessment is to be available at latest by the beginning of the following semester. <sup>4</sup>If an examinee receives the grade "nicht ausreichend" ["unsatisfactory"] for a written examination, a second examiner shall also provide an assessment. <sup>5</sup>The graded written examination shall remain in the examination records.
- (7) <sup>1</sup>Written examinations may be conducted fully or in part using multiple choice testing. <sup>2</sup>If written examinations are conducted only in part using multiple choice testing, the terms of para 4 and 6 sentences 1, 2, and 4 apply for the portion that is not multiple choice. <sup>3</sup>The questions in the multiple choice section are to be written by the first and second examiners. <sup>4</sup>Prior to the examination time, the examiner shall decide which answers are correct and how many points are to be awarded for each correct answer, i.e. how to weight correct answers in relation to the total points. <sup>5</sup>If the written examination is conducted only in part by using multiple choice testing, weighting for the individual parts must also be stipulated. <sup>6</sup>Grading of examinations may be carried out with the help of an optical mark sense reader.
- (8) <sup>1</sup>A multiple choice examination is considered passed, if the examinee achieves a certain absolute number of correct answers (at least 50% of the total points) or on a relative basis. <sup>2</sup>The relative cut-off grade is to be determined by taking the average of the points achieved by those examinees taking the examination for the first time, less 10%. <sup>3</sup>The relative cut-off grade is only to be taken into account if it is below the absolute cut-off grade. <sup>4</sup>Cut-off grades that are not whole number values shall be rounded in favour of the student. <sup>5</sup>An examination is considered passed if a grade of "ausreichend" ["sufficient"] (4,0) or better is achieved. <sup>6</sup>If an examination is conducted using multiple choice testing and the lowest passing grade (the relative cut-off grade if it is below the absolute cut-off grade, otherwise the latter) or better is achieved, the grades shall be as follows:
- 1,0 ("sehr gut"/ excellent), for 90% or better
  - 1,3 ("sehr gut"/ excellent), for 80% or better but less than 90%
  - 1,7 ("gut"/ good), for 70% or better but less than 80%
  - 2,0 ("gut"/ good), for 60% or better but less than 70%
  - 2,3 ("gut"/ good), for 50% or better but less than 60%
  - 2,7 ("befriedigend"/ satisfactory), for 40% or better but less than 50%
  - 3,0 ("befriedigend"/ satisfactory), for 30% or better but less than 40%
  - 3,3 ("befriedigend"/ satisfactory), for 20% or better but less than 30%
  - 3,7 ("ausreichend"/ sufficient), for 10% or better but less than 20%
  - 4,0 ("ausreichend"/ sufficient), if the cut-off grade has been achieved, but less than 10% of the possible points beyond the lowest passing grade were achieved. <sup>7</sup>Cut-off grades that are not whole number values shall be rounded in favour of the student.

<sup>8</sup>If the lowest passing grade (cut-off grade) is not reached, a grade of 5,0 ("nicht ausreichend"/ insufficient") is assigned. <sup>9</sup>If an examination is conducted using multiple choice testing, the following details are to be included when determining the results:

- cut-off grades,
- grade achieved,
- percentage of the number of points exceeding the lowest passing grade or percentage of the number of points.

<sup>10</sup>If the examination is only carried out in part via multiple choice testing, grades shall be assigned for the individual parts. <sup>11</sup>In this connection, § 16 para 2 applies accordingly.

<sup>12</sup>The details above also apply to the multiple choice portion.

- (9) <sup>1</sup>Oral examinations are to be held over a period of 20 to 30 minutes, depending on the requirements of the particular course. <sup>2</sup>Oral examinations are to be conducted in German or English, and are to be administered by two examiners or one examiner and one co-examiner. <sup>3</sup>One 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; and any noteworthy incidents. <sup>4</sup>The record sheet is to be signed by the two examiners or by the examiner and co-examiner. <sup>5</sup>The examiners are to determine the grades for performance in the oral examinations under the terms of § 16. <sup>6</sup>Discussion and announcement of the examination results (grade) shall not be conducted in public.
- (10) <sup>1</sup>Presentations are to be held in the framework of the course in which they were assigned. <sup>2</sup>The topic, scope, and duration of the presentation are to be chosen together with the instructor responsible for the course. <sup>3</sup>Presentations can last between 20 and 90 minutes, depending on the workload. <sup>4</sup>The examiner shall determine the grade under the terms of § 16.
- (11) <sup>1</sup>Assignments and essays are to be completed during or following the relevant course. <sup>2</sup>The objective on an assignment is to address a relevant issue using the techniques of scholarly work. <sup>3</sup>In contrast, an essay focuses on one's subjective view and coherent arguments, making critical evaluations and deliberation of positions in a greater overall context more essential than a complete account of the topic. <sup>4</sup>The topics of assignments and essays are to be assigned by the relevant examiner in consideration of the candidate's request. <sup>5</sup>Assignments and essays are to be completed within three weeks. <sup>6</sup>A term paper is a special type of assignment. <sup>7</sup>It considerably exceeds the demands of a normal assignment with regard to scope and standards. <sup>8</sup>Term papers are thus to be completed within six weeks. <sup>9</sup>The topics for assignments or essays are to be such that they can be completed within this time limit. <sup>10</sup>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 in case of reasons beyond the candidate's control. <sup>11</sup>If 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. <sup>12</sup>Assignments that are not submitted by the stated deadline are to be graded as "nicht ausreichend" ["unsatisfactory"]. <sup>8</sup>The examiner shall determine the grade under the terms of § 16. <sup>9</sup>If an assignment is graded as "nicht ausreichend" ["unsatisfactory"], a second examiner shall provide an assessment. <sup>10</sup>One graded copy of the assignment shall remain in the records.

- (12) Reports are completed during or following the interactive modules (project-focussed unit or conference participation). <sup>2</sup>The report summarizes the content of the module. <sup>3</sup>A report therefore summarizes key information, structures, and processes and relates to one's studies. <sup>4</sup>Depending on the workload of the module, the report can be between 2 and 10 pages in length.

## § 12

### Master's thesis

- (1) The candidate's master's thesis should demonstrate that he or she is able to utilize relevant resources and adequately address and write about current issues in the field using scientific methods. <sup>2</sup>The topic may include interdisciplinary issues.
- (2) <sup>1</sup>The chair of examiners is to determine an examiner to act as supervisor and assessor, if possible in consideration of the candidate's wishes. <sup>2</sup>The topic of the master's thesis is to be assigned by an examiner (§ 5, para 1) from the Faculty Languages & Literature (Development Sociology/Politics), the Faculty of Biology, Chemistry & Earth Sciences (Earth Sciences), or the Faculty of Law, Business & Economics (Economics IV; E) who is active in the appropriate field, via the chair of examiners. <sup>3</sup>Candidates may not be assigned a topic for their master's thesis until they have earned at least 70 credit points. <sup>3</sup>Record is to be made of the date on which the topic was assigned. <sup>4</sup>It is recommended that the master's thesis be completed in the fourth semester (full-time study) or the sixth semester (part-time study).
- (3) <sup>1</sup>The master's thesis is to be integrated into the programme of study and shall correspond to a workload of 600 hours. <sup>2</sup>The master's thesis is to be submitted no later than five months after the topic was assigned in the case of full-time study or ten months in the case of part-time study. <sup>3</sup>The 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 after having heard the supervisor in cases of reasons beyond the candidate's control. <sup>4</sup>If 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. <sup>5</sup>Theses that are not submitted by the stated deadline are to be graded as "nicht ausreichend" ["unsatisfactory"].
- (4) <sup>1</sup>The master's thesis may be written in German or English. <sup>2</sup>The 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) <sup>1</sup>The thesis is to be submitted to the Examinations Office by the deadline given. <sup>2</sup>Record is to be made of the date on which the thesis was submitted.
- (6) <sup>1</sup>Three typewritten, paginated, and bound copies of the master's thesis are to be submitted. <sup>2</sup>The thesis must contain a table of contents and bibliography. <sup>3</sup>The master's thesis should not exceed 120,000 characters (not including annexes, bibliography, and the statement described in para 4, sentence 2). <sup>4</sup>An additional copy is to be submitted electronically (as an MS Word document).
- (7) <sup>1</sup>The candidate may return the topic to the board of examiners once within the first two weeks. <sup>2</sup>Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) <sup>1</sup>The chair of examiners shall forward the thesis to the appropriate assessor (supervisor) and appoint an additional assessor from among the examiners described in § 5. <sup>2</sup>The grades shall be made available no later than two months after submission of the thesis. <sup>3</sup>Each examiner shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. <sup>4</sup>In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.
- (9) <sup>1</sup>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. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (10) <sup>1</sup>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) <sup>1</sup>A 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. <sup>2</sup>The credit points that appear on the transcript are identical with credit points as stipulated in the European Credit Transfer System (see Annex 1). <sup>3</sup>One credit point is equivalent to 30 hours of work.
- (2) The credit points for the modules are given in Annex 1.

## § 14

### Consideration of extenuating life circumstances

- (1) <sup>1</sup>If duly requested, the following are to be observed: periods set aside by law for working mothers
- §§ 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. <sup>2</sup>The appropriate evidence must be furnished; any changes in status are to be reported immediately.
- (2) <sup>1</sup>If 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. <sup>2</sup>Corresponding evidence must be furnished; medical certificates must be presented in the case of illness. <sup>3</sup>Any changes in status are to be reported immediately.

## § 15

### Consideration of the special needs of disabled persons

<sup>1</sup>For the sake of ensuring equal opportunities, the particular needs of disabled examinees are to be appropriately accommodated. <sup>2</sup>Upon 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. <sup>3</sup>Evidence 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. <sup>4</sup>The request is to be submitted together with the examination registration. <sup>5</sup>If the request is submitted later, it shall only be valid for subsequent examinations.

## § 16

### Examination grades

- (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" (insufficient due to considerable deficiencies) = 5,0.

- (2) <sup>1</sup>If a 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. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). <sup>3</sup>Module 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) The overall grade for the master's examination is calculated by taking the arithmetic mean of the relevant module grades from A (A2, A3, A5, A6, A7) (30%), the elective areas B-D (area B: B1, B2, B3; area C: C1, C2, C4; area D: D1, D2, D3, D4) (35%), and the grade for the master's thesis (35%). <sup>2</sup>In calculating the module grades and the final grade, 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 are to 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) <sup>1</sup>In 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. <sup>2</sup>This table displays what percentage of programme graduates in a given time frame received the same final grade as described in para 2. <sup>3</sup>Those 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. <sup>4</sup>The date of the last examination shall be decisive in assigning graduates to a particular semester. <sup>5</sup>If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. <sup>6</sup>If 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. <sup>7</sup>For 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. <sup>8</sup>The graduate's own graduating class is also to be included in the reference group. <sup>9</sup>The size of the reference group and the time frame is to be included.

### **§ 18** **Passing the master's examination**

- (1) Passing the master's examination requires a grade of "ausreichend" ["sufficient"] or better for the master's thesis and each module; in addition, all 120 credit points must be earned and all requirements mentioned in § 2 para 2 must be fulfilled.
- (2) <sup>1</sup>If the candidate has not fulfilled the requirements given in paragraph 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. <sup>2</sup>Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.
- (3) <sup>1</sup>If the missing examinations are not passed by the student within a year of the deadline given in paragraph 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. <sup>2</sup>The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. <sup>3</sup>Notice shall be sent to inform the candidate that he or she has failed an examination on the final attempt in accordance with § 4 para 5 in conjunction with Article 41 of the Bavarian Administrative Procedures Act (BayVwVfG) as amended. <sup>4</sup>The 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 at the University of Bayreuth**

- (1) Any examination that was failed on the first attempt can be repeated once.
- (2) Voluntarily repeating examinations that were already passed or the master's thesis is not permitted.
- (3) <sup>1</sup>Repeating an examination for a second time is only permitted for up to three examinations. <sup>2</sup>Students who fail the second repetition of an examination are to be considered as having failed the master's examination on the final attempt. <sup>3</sup>The second resitting of an examination can be carried out in oral form, even if the previous examinations were in written form, as determined by the examiner.
- (4) <sup>1</sup>The master's thesis can be repeated with a new topic if the student receives a failing

- grade for the thesis. <sup>2</sup>Repeating the master'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 master's thesis within six months.

## **§ 20**

### **Notice of failing 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; 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 an examination, the candidate may - upon request and within the means available - be granted access to his or her graded examination documents including relevant comments made by the examiners as well as the record sheets for the examination.
- (2) <sup>1</sup>Such requests are to be made no later than one month after the degree certificate is awarded. <sup>2</sup>If 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) <sup>1</sup>Candidates 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. <sup>2</sup>If 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) <sup>1</sup>The 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. <sup>2</sup>The same applies to inability to take the examination due to circumstances arising during the examination. <sup>3</sup>Inability 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) <sup>1</sup>If 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]. <sup>2</sup>Any 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) <sup>1</sup>If 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. <sup>2</sup>If 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) <sup>1</sup>A diploma and a certificate for successful completion of the master's examination are to be issued within four weeks of demonstrating completion of the required module credits. <sup>2</sup>The diploma is to include the title of the programme of study and the selected specialization. <sup>3</sup>They are to be signed by the Dean of the Faculty of Cultural Studies for master's students of Development Studies with a focus on Development Sociology/Politics or International Economy and by the Dean of the Faculty of Biology, Chemistry & Earth Sciences for master's students of Development Studies with a focus on Geography, and they are to include the seal of the university. <sup>4</sup>Upon issuance of the diploma, the graduate is given the right to bear the title "Master of Arts". <sup>5</sup>This title is to be abbreviated "M.A." and placed behind the surname.
- (2) <sup>1</sup>The certificate is to include the title of the programme of study, the selected specialization, the final grade, the modules completed in part and in full, the corresponding grades and credit points, as well as the topic of the master's thesis and the grade received for the thesis. <sup>2</sup>The certificate is to be signed by the chair of examiners. <sup>3</sup>The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. <sup>4</sup>In addition, an English translation of the diploma and a Diploma Supplement are to be issued; the Diploma Supplement is to be signed by the chair of examiners. <sup>5</sup>In 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) The programme advisor for the master's programme Development Studies is to be responsible for questions relating to the master's programme (i.e. structure of the programme, organization of studies, course selection, and questions concerning examinations).

- (3) <sup>1</sup>In the course of the semester, the programme advisor shall offer advising for all students enrolled in the master's programme. <sup>2</sup>Programme-specific advising is recommended especially for the following persons:
1. new students,
  2. after having failed examinations,
  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,
  5. those changing from full-time study to part-time study or from part-time study to full-time study,
  6. those choosing their focus or the courses in their core elective module.

### **§ 27** **Entry into effect**

<sup>1</sup>These regulations go into effect on 10 August 2016. <sup>2</sup>They shall be valid for all students enrolling in this programme for the first time in Winter Semester 2016/2017 or later.

\*) The amended version contains the following provisions regarding entry into effect:

These regulations go into effect on 2 September 2017.

## Annex: Modules, Credit Points, and Examinations

The following provides an overview of the modules and corresponding examinations. The programme is made up of the following compulsory and core elective areas:

			Department responsible for the module	Form of examination	ECTS points
<b>A</b>	<b>Foundations (mandatory)</b>				<b>45</b>
	A1	Development Studies between Concepts and Practice: An Interdisciplinary Perspective	Interdisciplinary	Written exam	5
	A2	Regional Geography: Africa / Asia / Latin America	Geography	Presentation & assignment	5
	A3	Geographies of Environment and Development	Geography	Presentation & assignment	5
	A4	Development Theories	Development Sociology/Politics	Oral exam	5
	A5	Social and Political Processes in Africa and Beyond I	Development Sociology/Politics	Presentation & assignment (term paper)	8
	A6	Governance, Wettbewerb & gesellschaftliche Entwicklung or Governance Seminar	Economics	Presentation, written exam	6
	A7	Governance & "Politik"	Economics	Presentation, written or oral exam	6
	A8	Development Anthropology	Anthropology		5
	<b>Elective Courses (individual focus): Advanced Development Sociology / Politics (B) or Advanced Geography (C) or Advanced International Economy D)</b>				
<b>B</b>	<b>Advanced Development Sociology/Politics</b>				<b>20</b>
	B1	Actors in Development Politics	Development Sociology/Politics	Presentation & assignment	5
	B2	Development Policies: Selected Issues		Presentation & assignment	5
	B3	Social and Political Processes in Africa and Beyond II		Presentation & essay	5
	B4	Deepening or Catching up: Technical or methodological in-depth knowledge within development sociology or policy		Oral exam	5
<b>C</b>	<b>Advanced Geography</b>				<b>20</b>
	C1	Socio-economic Development Processes	Geography	Presentation & assignment	6
	C2	Development Cooperation / Development Planning		Presentation & report	4
	C3	Attendance of a Conference of Experts		Report	4
	C4	Political Ecology of Global Environmental Change		Presentation & assignment	6
<b>D</b>	<b>Advanced International Economy</b>				<b>20</b>
	D1	Economic Progress and Institutional Change	Economics	Written exam	6
	D2	Corporate Governance: Theoretical Aspects of Corporate Governance		Written or oral exam	6
	D3	Probleme der Wettbewerbs- und Wirtschaftspolitik or Governance Seminar		Presentation & written exam	6
	D4	Development		Presentation	2/6
	D5	Catching up: Catching up: Microeconomics I and/or macroeconomics I		Written exam	5/10
<b>E</b>	<b>Project-Focussed Units</b>				<b>35</b>
	E1	Project-Focussed Units	Interdisciplinary	Report	30
	E2	Master's Colloquium	Interdisciplinary	Presentation	5
<b>M</b>	<b>Master's Thesis</b>				<b>20</b>

<sup>1</sup> Students who do not receive a recommendation to complete Microeconomics I and/or Macroeconomics I select modules D1 to D4. Students who receive a recommendation to complete Microeconomics I and/or Macroeconomics I can select the supplemental modules with the aim of earning at least 20 ECTS point.