



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

**General Examination and Study Regulations
for the Bachelor's and Master's Programmes
of the Faculty of Life Sciences:
Food, Nutrition & Health (APSO-LEG)
at the University of Bayreuth
dated 05 June 2020,
as amended on 09 January 2023**

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

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I. General part

§ 1

Scope of the General Examination and Study Regulations

- (1) The General Examination and Study Regulations for the Bachelor's and Master's Programmes of the Faculty of Life Sciences: Food, Nutrition, and Health (APSO-LEG) applies to all Bachelor's and Master's programmes in the Faculty of Life Sciences: Food, Nutrition & Health at the University of Bayreuth.
- (2) The subject-specific examination and study regulations of the Faculty of Life Sciences: Food, Nutrition and Health (FPSOs) regulate as a supplement to these statutes in particular the respective course-related prerequisites for admission to the examinations, the examination requirements as well as the course of studies and may contain deviating regulations.
- (3) If it is found that regulations from the FPSOs are incompatible with the present regulations, then the present regulations shall take precedence.

§ 2

Boards of examiners

- (1) ¹A board of examiners shall be formed to make the necessary decisions with regard to the admission to the bachelor's or master's programme and the organizational execution of the bachelor's or master's examination. ²The 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. ³The board is made up of a chair and two additional members; the chair and the additional members shall each have one substitute. ⁴The members of the board of examiners and their substitute representatives shall be appointed by the Faculty Council of the Faculty of Life Sciences: Food, Nutrition and Health from among the university professors (Art. 19 Para. 1 Sentences 1 and 3 Bavarian University Innovation Act (BayHIG)) of the University of Bayreuth for a period of two years. ⁵The board of examiners shall elect a chair and deputy chair from among its members.
- (2) ¹The board of examiners constitutes a quorum if the majority of members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting. ²The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. ³Vote abstention, secret voting, and proxy voting are prohibited. ⁴If votes are equally divided among its members, the chair's vote shall be decisive.
- (3) ¹The chair of examiners shall ensure that the provisions of these regulations and the relevant FPSO are followed. ²He or she shall convene the meetings of the board of examiners and shall act

as chair of its proceedings and decisions. ³With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. ⁴He or she must promptly inform the other members of any such decision - at the next meeting at latest. ⁵In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked) the right to perform other duties of the board to the chair. ⁶The chair can delegate tasks to members of the board of examiners.

- (4) The board of examiners shall regularly report to the faculty council concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations and the relevant FPSO.
- (5) ¹Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning how to appeal. ²Notices of appeal shall be issued by the president of the University of Bayreuth in consultation with the board of examiners.

§ 3

Examiners and co-examiners

- (1) ¹Any person who is authorized to administer examinations at institutions of higher education according to 85 BayHIG or HSchPrüferV, as amended, may serve as examiner. ²Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.
- (2) ¹If a member of the University of Bayreuth who is an authorized examiner leaves the University, he or she may remain an examiner for a reasonable period. ²Authorization to administer examinations shall generally remain valid for up to three years.
- (3) ¹Unless otherwise decided by the chair of examiners, the relevant instructor shall also serve as examiner. ²If that instructor is not authorized to administer examinations as laid out in present regulations, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

§ 4

Disqualification due to personal involvement; confidentiality

- (1) Disqualification from consultation and voting on the board of examiners as well as other activities relating to examinations on the basis of personal involvement is governed by Article 51 para 2 BayHIG.

- (2) The non-disclosure obligation that holds for members of the board of examiners, as well as examiners, co-examiners, and anyone else involved in the examination process is governed by Article 26 para 2 of BayHIG.

§ 5

Credit transfer/ recognition

- (1) The recognition and crediting of competencies shall be determined in accordance with Art. 86 BayHIG.
- (2) ¹If credits are recognized for competencies, the grades are to be carried over and included when calculating the final grade, as long as the grading systems are analogous. ²If the grading system for the competencies to be transferred does not correspond to the grading system given in § 13, the grades received at the other higher education institution are to be converted using the Modified Bavarian Formula:
$$x = 1 + 3 * (N_{\max} - Nd) / (N_{\max} - N_{\min})$$
where x is the grade to be calculated, N_{max} is the highest possible grade, N_{min} is the highest passing grade, and Nd 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 § 13. ³If a conversion according to sentence 2 is not possible, the board of examiners shall determine a corresponding key for the grade conversion. ⁴If a grade is not available and cannot be determined, the remark "passed" will be entered; in this case, it will not be included in the calculation of the final grade. ⁵The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. ⁶If credit transfer is denied, the person concerned can appeal the decision by submitting a request for the University Governing Board to review the decision within four weeks of notification of denial. ⁷The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.
- (3) Credit transfer/recognition requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to completing the examination proceedings in the relevant module examinations.
- (4) Paragraphs 2 and 3 shall apply mutatis mutandis to the crediting of competencies, subject to the maximum limit pursuant to Art. 86 para 2 Sentence 2 BayHIG.

§ 6

Components of the programmes of study

¹The bachelor's and master's programmes are divided into modules. ²The modules of the degree programs are listed in the respective FPSO.

§ 7

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

§ 8

Elements of the examination

- (1) The Bachelor's or Master's examination consists of the module examinations listed in the respective FPSO and the Bachelor's or Master's thesis.
- (2) The examinations serve to demonstrate that the examinee has satisfied the desired learning outcomes of the individual modules.

§ 9

Forms of examination

- (1) ¹Examinations are taken in the form of written examinations, oral examinations, term papers, presentations, essays, protocols, reports, semester-long assignments and portfolio examinations. ²Other possible forms of examination for modules can be defined in the respective FPSO.

- (2) ¹Assessment of examinations is to be carried out according to the process announced by the board of examiners. ²Notifications will not be sent individually. ³Students are required to familiarize themselves independently with the terms of the present regulations pertaining to repeating examinations; they are responsible for informing themselves of examination results.
- (3) ¹If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit. ²If a written examination is assessed as "failed" or "unsatisfactory", it must be assessed by a second examiner.
- (4) ¹Examinations shall be conducted for at least one hour and at most two hours; deviations may result from the annexes of the respective FPSO. ²The duration of the examination should always be appropriate to the requirements of the associated course. ³The relevant examiner shall decide which resources may be used during the examination. ⁴A written record of the examination is to be made. ⁵The invigilator shall confirm the accuracy of the record by providing his or her signature. ⁶The examination record sheet is to include all aspects of the examination that are relevant to determining the grade.
- (5) ¹If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. ²Candidates may leave the room during an examination if permission is granted by proctor. ³The time and duration of absence are to be noted on the question paper.
- (6) ¹Written examinations are generally graded by the relevant examiner. ²The relevant examiners are to determine the grades for the individual examinations under the terms of § 13. ³An assessment of each written examination shall be provided no later than six weeks after the examination. ⁴The graded written examination shall remain in the examination records.
- (7) ¹Oral examinations are to be held over a period of 20 to 60 minutes, depending on the requirements of the particular taught session; deviations result from the annexes of the respective FPSO, if applicable. ²Oral examinations are conducted in German, and are administered by two examiners or one examiner and one co-examiner. ³If it is technically necessary or listed in the FPSO, the oral examination shall be conducted in English; the examiner shall announce this. ⁴One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: 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. ⁵The record sheet is to be signed by the two examiners or by the examiner and co-examiner. ⁶The examiners are to determine the grades for performance in the oral examinations under the terms of § 13.
- (8) ¹If the audience for an oral examination must be limited due to room capacity, those students who wish to take the same examination within the next two semesters are to be given preference. ²The examination can be conducted without an audience if so requested by the candidate. ³Discussion and announcement of the examination results (grade) shall not be conducted in public.

- (9) ¹In a portfolio assessment for a module, assignments with interdependent content (examination elements) are completed according to the requirements given by the examiner or examiners in order to achieve a greater unified assignment. ²The individual partial examination performances can be written, oral and/or practical performances (according to par. 4, 7, 10, 11, 12, 13, 14), which in their entirety form the module examination for the module in question. ³The subject of the assessment of a portfolio examination is all of the student's partial examination performances; in deviation from this, the weighting of the partial examination performances can take place as specified in the respective FPSO.
- (10) ¹Term papers of 10-15 pages are written following the underlying course. ²The topic is to be assigned by the relevant examiner in consideration of the candidate's request. ³The processing period for the term paper is three to six weeks for full-time studies; for part-time studies, the time is extended accordingly. ⁴The topic of the work is to be such that it can be completed within this time limit. ⁵The chair of examiners may extend this deadline by up to one weeks at the request of the candidate and after having heard the supervisor in case of reasons beyond the candidate's control. ⁶If the candidate demonstrates via a medical certificate that he or she was unable to work on the paper, the deadline is to be extended accordingly. ⁷The written elaboration as well as an electronic version of the term paper must be submitted to the lecturer at the latest at the beginning of the lecture period of the following semester. ⁸Theses that are not submitted by the stated deadline are graded as "nicht ausreichend" ["unsatisfactory"]. ⁹The examiner shall determine the grade under the terms of § 13. ¹⁰If an assignment is graded as "nicht ausreichend" ["unsatisfactory"], a second examiner shall provide an assessment. ¹¹One graded copy of the term paper shall remain in the records.
- (11) ¹For presentations, the topic, type of written work involved, duration, and scope shall be clarified with the relevant instructor. ²Presentations can last between 15 and 30 minutes, depending on the workload. ³For graded presentations, the written paper forms the basis of the grade. ⁴The examiner shall determine the grade under the terms of § 13.
- (12) ¹Essays are a maximum of ten pages. ²The assignment of the topic and supervision are to be applied to this. ³The time limit from the topic to submission is to be decided by the supervisor when assigning the topic. ⁴This time limit may not exceed four weeks for full-time students or eight or twelve weeks for part-time students. ⁵The examiner shall determine the grade under the terms of § 13.
- (13) ¹Protocols or reports are a written presentation of technical content according to specified criteria. ²The relevant examiner shall communicate the form and scope of the assignment to the students at the beginning of the course. ³The assignment is to be graded in accordance with § 13.
- (14) ¹Semester-accompanying assignments (e.g. completing exercise sheets) are set and prepared during the module. ²The examiner shall communicate the form and scope of the assignment to

the students at the beginning of the course. ³The examiner shall determine the grade under the terms of § 13.

§ 10

Credit point system

- (1) ¹For each student enrolled in a bachelor's or master's programme of the Faculty of Life Sciences: Food, Nutrition and Health is enrolled, an account "credit points" for the module achievements is set up at the examinations office. ²The credit points that appear on the transcript are identical with credit points as stipulated in the European Credit Transfer System. ³One credit point corresponds to a workload of 30 hours.
- (2) The credit points for the modules are given in the relevant programme FPSO.

§ 11

Consideration of protective provisions

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

§ 12

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

- (1) ¹In order to maintain their equal opportunities, the special needs of students with disabilities or chronic illnesses within the meaning of the Bavarian Equal Opportunities for Persons with Disabilities Act shall be taken into account in an appropriate manner. ²Upon written request, the board of examiners shall determine on the basis of the degree of disability or chronic illness in

what form the examination is to be taken; alternatively, an extension or other reasonable accommodations may be granted. ³Proof of the examination disability or chronic illness must be furnished in the form of a medical certificate stating that, due to a long-term or permanent disability or chronic illness, the examination cannot be taken in whole or in part in the intended form. ⁴The request is to be submitted together with the examination registration. ⁵If the request is submitted later, it shall only be valid for subsequent examinations.

- (2) ¹Students in special circumstances may apply to the board of examiners for compensation for disadvantages in examinations in accordance with Paragraph 1. ²The board of examiners shall decide on the existence of a special life situation and the extent of the compensation for disadvantages.

§ 13

Grading of examinations

- (1) The following grading scale will be used in the assessment of the individual assignments and examinations; the digit to the right of the comma enables a more differentiated assessment between the whole-number values.

"sehr gut" (excellent)	=	1,0 or 1,3
"gut" (considerably better than average)	=	1,7 or 2,0 or 2,3
"befriedigend" (average)	=	2,7 or 3,0 or 3,3
"ausreichend" (fulfils the minimum requirements despite deficiencies)	=	3,7 or 4,0
"nicht ausreichend" (unsatisfactory due to considerable deficiencies)	=	5,0

- (2) ¹If a greater module examination is made up of multiple examinations, the grade for the module shall be established by calculating the arithmetic mean after weighting the components based on credit points. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). ³Module grades are as follows:

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

§ 14

Final grade

- (1) ¹The overall grade of the Bachelor's or Master's examination is calculated from the average of the module grades and the grade of the Bachelor's or Master's thesis, which are weighted with the credit points of the respective module, unless otherwise regulated in the respective FPSO. ²If more credit points are earned via core elective subjects than are required, only the modules with the best grades will be taken into account, taking into account the required credit points. ³Additional voluntary examinations for core electives are not to be taken into account in the core calculation of the final grade. ⁴In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). ⁵Ungraded components are not included in the calculation.
- (2) Candidates who pass the bachelor' or master's examination are to receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet", up to 1,5 is "sehr gut", up to 2,5 is "gut", up to 3,5 is "befriedigend", up to 4,0 "ausreichend".
- (3) Calculation of the final grade is to be carried out by the chair of examiners; the certificate or an attached document shall indicate how the final grade was calculated.
- (4) ¹In addition to the degree certificate, an ECTS grading table will be issued as stipulated in the ECTS guidelines in the version dated 6 February 2009. ²This table displays what percentage of programme graduates in a given time frame received the same final grade as described in para 2. ³Those programme graduates who were awarded their diplomas in the previous four semesters shall serve as the reference group as long as it includes at least 30 persons. ⁴The date of the last examination shall be decisive in assigning graduates to a particular semester. ⁵If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. ⁶If the programme of study does not yet have as many graduates as the minimum number required of the reference group, an ECTS grading table will be issued as soon as the minimum number is reached. ⁷For degrees awarded before the minimum number is reached, an ECTS grading table will be issued at a later date upon request once the minimum number has been reached. ⁸The graduate's own graduating class is also to be included in the reference group. ⁹The size of the reference group and the time frame is to be included.

§ 15

Repeating examinations

- (1) ¹Any examination that was failed on the first attempt can be repeated three times. ²Students who fail the last possible repetition of examinations are to be considered as having failed the bachelor's/master's examination on the final attempt.

- (2) Voluntarily repeating module examinations that were already passed or the bachelor's/master's thesis is not permitted.
- (3) The last possible 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) There is no obligation to repeat failed examinations taken for the purpose of earning additional core elective credits.
- (5) ¹The bachelor's/master's thesis can be repeated with a new topic if the student receives a failing grade for the thesis. ²Repeating thesis is the bachelor's/master's thesis for a second time is not permitted.
- (6) Administrative measures shall be taken to ensure that it is possible to repeat the failed examinations or a failed bachelor's thesis or a failed master's thesis within six months.

§ 16

Notification of having failed the bachelor's or master's examination

Notice shall be sent to inform the candidate that he or she has failed the bachelor's/master's examination on the final attempt in accordance with § 2 para 5 in conjunction with Article 41 BayVwVfG as amended.

§ 17

Access to examination documents

- (1) Following the conclusion of the examinations process, the candidate may upon request be granted access to his or her graded examination documents including the assessor's report as well as the record sheets for the examination.
- (2) ¹Such requests are to be made six months after the degree certificate is awarded. ²If the candidate was prevented from meeting , the deadline in sentence 1 due to reasons beyond his or her control, Article 32 BayVwVfG applies.

§ 18

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 are to be reported to the examiner or the chair of examiners without delay, and in general, prior to notice being given of the examination results.
- (3) Claims under the terms of para 1 must be made within six months of the examination's conclusion.

§ 19

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

- (1) ¹Candidates who have registered for an examination may withdraw without providing a rationale by withdrawing by the deadline announced by the board of examiners. ²If the candidate fails to appear for an examination for which he or she was registered for reasons under his or her control or withdraws subsequent to the deadline stated in sentence 1, he or she will be considered to have failed the examination.
- (2) ¹The grounds for failing to appear - or as long as paragraph 1 sentence 1 does not apply, for withdrawal must be submitted to the board of examiners without delay and substantiated by *prima facie* evidence. ²The same applies to inability to take the examination due to circumstances arising during the examination. ³Inability to take the examination due to illness must be documented with a medical certificate. ⁴If the board of examiners accepts the reasons given, a new examination time is to be offered under the terms of § 7 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 on an examination by cheating or making use of materials that are not permitted, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"]. ²Any candidate who causes considerable disruption to the course of an examination may be removed by shall be given invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"].
- (5) ¹If cheating in the form of plagiarism is detected, the examination will be graded as "*nicht ausreichend*" ["unsatisfactory"]. ²The accusation of plagiarism is justified if the examinee has attempted to influence the result of the examination in a way that is favourable to him or her by failing to specifically mark passages taken verbatim from other authors and also explanations of his or her work that are closely based on the thought processes of other authors. ³The determination shall be made by the relevant examiner or invigilator and shall be recorded in the files. ⁴In serious cases or in the case of repetition, the entire module examination can be declared failed and, in particularly serious cases, the right to repeat the examination can also be withdrawn and the entire module examination can be declared failed on the final attempt. ⁵The decision on this is taken by the board of examiners. ⁶In deciding on the imposition of the sanction, both the quantity of the plagiarism and its significance for the work must be assessed in each individual case.

§ 20

Invalidating the bachelor's/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 bachelor's/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 bachelor's/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.

§ 21

Academic advising

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.
- (2) ¹For issues involving a bachelor's or master's degree program of the Faculty of Life Sciences: Food, Nutrition and Health concern, i.e. the design of the degree programmes, study organization, selection of courses and examination issues, the responsible programme coordinator provides advice.
- (3) ¹In the course of the semester, the programme coordinator 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 or 10 credit points per semester in part-time study,
 4. students transferring from a different subject, degree programme, or university,
 5. those choosing their focus or the courses in their core elective module.
 6. those changing from full-time study to part-time study or from part-time study to full-time study.

Section II: Special section for bachelor's programmes

§ 22

Purpose of the bachelor's examination

¹The bachelor's examination taken during the course of study as a professionally qualifying degree of the scientific university studies of the respective bachelor's degree program determines whether the candidate possesses the competences specified in the respective FPSO. ²At the same time it determines whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further independent academic research. ³On the basis of the successful completion of the bachelor's examination, the University awards, by way of the Faculty of Life Sciences: Food, Nutrition & Health Science, the academic degree of Bachelor of Science (*abbreviated: B.Sc.*)

§ 23

Admission to studies and to the examinations

- (1) The requirements for admission to the bachelor's degree programs of the Faculty of Life Sciences: Food, Nutrition & Health:
1. a higher education entrance qualification according to Art. 88 and 89 BayHIG and the Qualification Ordinance (QualV) and
proof of German language skills at level B2 or higher of the Common European Framework of Reference for Languages for applicants who did not earn their higher education entrance qualification in German.
 3. Other prerequisites necessary for each programme are named in the respective FPSO.
- (2) Upon enrolment in a bachelor's degree programme in the Faculty of Life Sciences: Food, Nutrition and Health the student is considered admitted to the examinations.

§ 24

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

- (1) ¹The respective bachelor's programme can be completed as a full-time degree programme and/or as a part-time degree programme, this is determined by the respective FPSO. ²Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. ³Changing from full-time to part-time study or from part-time to full-time study is possible within the enrolment period of each new semester. ⁴The programme comprises six semesters of full-time study including the bachelor's thesis (standard period of

study). ⁵The programme comprises either 12 or 18 semesters of part-time study including the bachelor's thesis. ⁶Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study.

- (2) Any required internships/excursions are to be integrated into the programme and carried out within the standard period of study.
- (3) A total of 180 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (4) ¹New students can begin the programme in the winter semester. ²The respective FPSO shall determine whether the study programme may also be commenced in the summer semester.

§ 25

Bachelor's thesis

- (1) The bachelor's thesis should demonstrate that the candidate has mastered the fundamentals of academic research in his or her field and is able to apply these principles independently in addressing a topic of limited complexity.
- (2) ¹The chair of examiners is to determine an examiner to act as supervisor and assessor in consideration of the candidate's wishes. ²The topic of the bachelor's thesis is assigned by an examiner (§ 3 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 bachelor's thesis be completed in the sixth semester (full-time study) or the 10th or 15th semester (part-time study).
- (3) ¹The bachelor's thesis is integrated into the programme of study and corresponds to a workload of 360 hours. ²The bachelor's thesis is to be submitted no later than 15 weeks after the topic was assigned in the case of full-time study or 30 or 45 weeks in the case of part-time study. ³The chair of examiners may extend this deadline by up to three weeks in the case of full-time study or six weeks in the case of part-time study at the request of the candidate and after having heard the supervisor if there are reasons beyond the candidate's control. ⁴If the candidate demonstrates via a medical certificate that he or she was unable to work on the thesis, the deadline is to be extended accordingly. ⁵Theses that are not submitted by the stated deadline are graded as "*nicht ausreichend*" ["unsatisfactory"].
- (4) ¹The bachelor's thesis may be written in German or English. ²The bachelor's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic

- degree. ³A synopsis in the German language is to be included if the bachelor's thesis was written in English.
- (5) ¹The bachelor's thesis must be submitted in electronic form (printable PDF document) by the deadline. ²Submission is carried out by uploading the document via the form server. ³The Examinations Office will make a note of the date on which the thesis was submitted.
- (6) ¹The thesis must contain a table of contents and bibliography. ²Up to two copies of the Bachelor thesis in typewritten form, bound and paginated, must also be submitted to the examiner by the deadline at the latter's request.
- (7) ¹The candidate may return the topic to the board of examiners once within the first two weeks. ²Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) ¹The Examinations Office shall forward the thesis to the relevant assessor. ²If the thesis is assessed as "unsatisfactory", it shall be assessed by a further assessor from the group of examiners in accordance with § 3. ³The grades shall be made available no later than two months after submission of the thesis. ⁴Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 13. ⁵The appointment of the additional reviewer shall be made by the chair of examiners. ⁶The first assessor should be the person who has assigned the topic of the thesis.
- (9) ¹If different grades are assigned, the grade for the bachelor'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 bachelor's thesis is deemed "*nicht ausreichend*" ["unsatisfactory"], the chair of examiners or his or her deputy shall inform the candidate of the decision.
- (11) One copy of the bachelor's thesis is to remain on record.

§ 26

Passing the bachelor's examination

- (1) Passing the bachelor's examination requires a grade of "ausreichend" or better or "bestanden" for the bachelor's thesis and each module; in addition, all 180 credit points must be earned.
- (2) ¹If the candidate has not fulfilled the credit point requirements given in paragraph 1 by the end of his or her eighth semester in full-time study or 16th or 24th semester in part-time study due to reasons under his or her control, then the candidate shall be considered as credit points failed the bachelor's examination on the first attempt. ²Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.

- (3) ¹If the missing examinations are not passed by the student within a year of the deadline given in para 2 sentence 1 for reasons under his or her control, or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the bachelor's examination on the final attempt. ²The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. ³Notice shall be sent to inform the candidate that he or she has failed the examination on the final attempt in accordance with § 2 para 5 in conjunction with Article 41 BayVwVfG as amended. ⁴The board of examiners may grant the student an extension of the deadline for circumstances beyond his or her control if the student submits a request prior to the deadline described in sentence 1.

§ 27

Awarding the bachelor's degree; diploma

- (1) ¹Upon the student's request, a diploma and a degree certificate for successful completion of the bachelor's examination are to be issued within four weeks of demonstrating completion of the required module credits. ²The diploma is to include the title of the programme of study. ³It is to be signed by the dean and stamped with the seal of the University. ⁴Upon issuance of the diploma, the graduate is given the right to bear the title "Bachelor of Science". ⁵This title is to be abbreviated "B.Sc." and placed behind the surname.
- (2) ¹The certificate is to include the title of the programme of study, the final grade, all completed modules, all module examinations undertaken (including credit points and grades achieved), as well as the topic of the bachelor's thesis and the grade received for the thesis. ²The grades of voluntarily taken additional passed examinations according to § 14 para. 1 shall be included in the certificate. ³The certificate is to be signed by the chair of examiners. ⁴The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. ⁵An 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. ⁶In addition to the certificate, an ECTS grading table is to be issued under the terms of § 14 para 4.
- (3) Revoking the degree "Bachelor of Science" is to be carried out in accordance with the legal regulations (Article 101 BayHIG).

III. Special section for master's programmes

§ 28

Purpose of the master's examination

¹The Master's examination as the conclusion of the respective Master's program determines whether the candidate has demonstrated the competencies defined in the respective FPSO, has acquired the intended specialized knowledge and has an overview of specialized as well as interdisciplinary contexts to such an extent that he or she is qualified for further independent scientific work. ²On the basis of the successful completion of the master's examination, the University awards, by way of the Faculty of Life Sciences: Food, Nutrition & Health Science, the academic degree of "Master of Science" (M.Sc.).

§ 29

Admission to master's studies and to the examinations

- (1) The requirements for admission to the respective master's degree programmes are regulated in the respective FPSOs.
- (2) Upon enrolment in a master's degree programme in the Faculty of Life Sciences: Food, Nutrition and Health the student is considered admitted to the examinations.

§ 30

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

- (1) ¹The master's programmes are divided into modules. ²The modules of the degree programmes are listed in the respective FPSO.
- (2) ¹The respective Master's programme's programme can be completed as a full-time degree programme and/or as a part-time degree programme, this is determined by the respective FPSO. ²Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. ³Changing from full-time to part-time study or from part-time to full-time study is possible within the enrolment period of each new semester. ⁴The programme comprises 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) ¹New students can begin the programme in the winter semester. ²The respective FPSO shall regulate whether it is possible to begin studies in the summer semester.

§ 31

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 current issues in the field using scientific methods. ²The topic may include interdisciplinary issues.
- (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 (§ 3 para 1) of the corresponding subject 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 programme of study and corresponds to a workload of 900 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 graded as "*nicht ausreichend*" ["unsatisfactory"].
- (4) ¹The master's thesis may be written in German or English. ²The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independent 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. ³A synopsis in the German language is to be included if the master's thesis was written in English.
- (5) ¹The master's thesis must be submitted in electronic form (printable PDF document) by the deadline. ²Submission is carried out by uploading the document via the form server. ³The Examinations Office will make a note of the date on which the thesis was submitted.

- (6) ¹The thesis must contain a table of contents and bibliography. ²Up to two copies of the Bachelor's thesis in typewritten form, bound and paginated, must also be submitted to the examiner by the deadline at the latter's request.
- (7) ¹The candidate may return the topic to the board of examiners once within the first two weeks. ²Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) ¹The Examinations Office shall forward the thesis to the relevant assessor. ²If the thesis is assessed as "unsatisfactory", it shall be assessed by a further assessor from the group of examiners in accordance with § 3. ³The grades shall be made available no later than two months after submission of the thesis. ⁴Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 13. ⁵The appointment of the additional reviewer shall be made by the chair of examiners. ⁶The first assessor should be the person who has assigned the topic of the thesis.
- (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.

§ 32

Passing the master's examination

- (1) Passing the master's examination requires a grade of "ausreichend" or better or "bestanden" for the master's thesis and each module; in addition, all 120 credit points must be earned.
- (2) ¹If 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. 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. ³Notice shall be sent to inform the candidate that he or she has failed the examination on the final attempt in accordance with § 2 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.

§ 33

Awarding the master's degree; degree certificate

- (1) ¹Upon the student's request, a diploma and a degree certificate for successful completion of the master's examination are to be issued within four weeks of demonstrating completion of the required module credits. ²The diploma is to include the title of the programme of study. ³It is to be signed by the Dean of the Faculty of Life Sciences: Food, Nutrition & Health and stamped with the seal of the University. ⁴Upon issuance of the diploma, the graduate is given the right to bear the title "Master of Science". ⁵This title is to be abbreviated "'M.Sc." and placed behind the surname.
- (2) ¹The certificate is to include the title of the programme of study, the focus/ specialization selected, the final grade, all completed modules, all module examinations undertaken (including credit points and grades achieved), as well as the topic of the master's thesis and the grade received for the thesis. ²The grades of voluntarily taken additional passed examinations according to § 14 para. 1 shall be included in the certificate. ³The certificate is to be signed by the chair of examiners. ⁴The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. ⁵An 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. ⁶In addition to the certificate, an ECTS grading table is to be issued under the terms of § 14 para 4.
- (3) Revoking the degree "Master of Science" is to be carried out in accordance with the legal regulations (Article 101 BayHIG).

§ 34

Effective date

¹These regulations go into effect on 06 June 2020. ²It applies to students enrolling in a bachelor's or master's degree program of the Faculty of Life Sciences: Food, Nutrition & Health from the winter semester 2020/21.

*)The set of amendments dated 09 January 2023 contains the following provisions with regard to the effective date: These examination regulations shall take effect on 2 January 2023.