



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

**Examination and study regulations**  
**for the Master's programme African Verbal and Visual Arts:**  
**Languages, Literatures, Media and Art**  
**at the University Bayreuth**  
**dated 10 February 2017**  
**as amended on 9 January 2023**

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

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## § 1

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

<sup>1</sup>The master's examination as the conclusion of university studies in the master's program in African Verbal and Visual Arts: Languages, Literatures, Media and Art will determine whether the candidate has demonstrated linguistic and in-depth interdisciplinary competencies in African Verbal and Visual Arts and has acquired the in-depth knowledge of two African languages and methodological and content competencies in the specialization areas of African Linguistics, Literatures, Media, Art and Curation Studies and Swahili Studies, respectively, as required by these regulations. <sup>2</sup>The master's programme African Verbal & Visual Arts: Languages, Literatures, Media and Art is taught in English. <sup>3</sup>The master's examination should also be determined whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further academic research. Upon passing the master's examination, the University of Bayreuth, by way of the Faculty of Languages & Literature, awards the academic degree "Master of Arts" (abbreviated as M.A.).

## § 2

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

(1) Admission prerequisites for the master's programme are as follows.

1. a university degree (or completed studies) with at least the examination grade "good" in the Bachelor's program African Verbal and Visual Arts (Languages, Literatures, Media and Art) or in the Bachelor's program African Languages, Literatures and Art at the University of Bayreuth or an equivalent degree and
2. a strong command of English. Applicants who did not earn their higher education entrance qualification or their initial degree that enabled them to enrol in studies in the English language can demonstrate their English language skills by achieving level B2+ of the Common European Framework of Reference for Languages or with a final thesis in an English-taught programme of study at a higher education institution.
3. evidence of German language skills at level A1 of the Common European Framework of Reference for Languages or higher for applicants who have neither acquired their higher education entrance qualification nor their initial degree in German; the required command of German can also be proved by a final thesis in German in a degree programme. Applicants who are unable to provide proof of these skills will be enrolled on the condition that they submit the proof by the end of the second semester of study at the latest; and
4. For those choosing the Swahili Studies concentration, good Swahili language skills. Applicants who have acquired Swahili language skills in the bachelor's programme African Verbal and Visual Arts (Languages, Literatures, Media and Art) or in the bachelor's program

African Languages, Literatures and Art at the University of Bayreuth or in a comparable program are considered to have demonstrated good Swahili language skills.

- (2) <sup>1</sup>If previous study is not found to be equivalent in content and scope to the bachelor's programmes African Verbal & Visual Arts (Languages, Literatures, Media and Art) or Afrikanische Sprachen, Literaturen und Kunst at the University of Bayreuth, the Food Quality and applicant may be accepted on the condition that he or she is to complete 30 credits from the 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 bachelor's programme African Verbal & Visual Arts (Languages, Literatures, Media and Art) at the University of Bayreuth (as amended) shall apply.
- (3) Decisions such as those described in paragraph 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 and examinations for courses 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 "good" 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 "gut" ["good"] 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 African Verbal & Visual Arts: Languages, Literatures, Media and Art is modularly organized into the following subsections:

**Required modules** (72 LP):

- Initial course Language 1 (C 1)
- Basic course Language 1 (C 2)
- Intermediate course Language 1 (C 3)
- Advanced course Language 1 (C 4)
- Initial course Language 2 (C 5)
- Basic course Language 2 (C 6)
- Interdisciplinary seminar (C 7/8)
- Research colloquium (C 9)
- Thesis development (C 10)
- MA thesis (C 11)

**Specialization modules (48 LP):**

**African Linguistics (E 1)**

Overview of African Languages (E 1.1)

Languages and Societies (E 1.2)

Languages and Meaning (E 1.3)

Thematic course 1 (E 1.4)

Thematic course 2 (E 1.5)

Current trends in African Linguistics (E 1.6)

**African Literatures (E 2)**

Overview of African Literatures (E 2.1)

Cultural and Literary Theory (E 2.2)

Literature Outreach: Institutional Contexts (E 2.3)

Literature Outreach: Practical Approaches (E 2.4)

Thematic course 1 (E 2.5)

Thematic course 2 (E 2.6)

**Arts, Curatorial and Media Studies in Africa (E 3)**

Theory of Art (E 3.1)

Art and Aesthetic Practices in Africa (E 3.2)

Curatorial Critique (E 3.3)

History of Reception of African Arts (E 3.4)

Media Theory (E 3.5)

Digital Media and Iwalewaha Colloquium (E 3.6)

**Swahili Studies (E 4)**

selectable modules: 6 modules from E 1.2, 1.4, 1.5, 1.6, 2.2, 2.3, 2.4, 3.2, 3.4

**Multidisciplinary Studies (E 5)**

freely selectable modules: a total of six modules from all three areas (E 1 - E 3)

<sup>2</sup>The selection of the concentration (E 1 - E 5) is made at the beginning of the study programme.

<sup>3</sup>A change is possible in exceptional cases until the beginning of the second semester.

- (2) <sup>1</sup>The master's programme African Verbal & Visual Arts: Languages, Literatures, Media and Art may be taken as a full-time degree program or as a part-time degree program. <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 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.

- (3) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (4) New students can begin the programme in the winter semester.

## **§ 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 three additional members of whom at least three are professors; 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 faculty council from among the professors (Article 57 para 1 *BayHIG*) and research associates in the Faculty of Languages & Literatures for a term of five years. <sup>5</sup>The board of examiners shall elect a chair and deputy chair from among its members.
- (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 of the board to the chair. <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 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 how to appeal. <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 85 BayHIG or 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 three 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 sentence 1, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

## **§ 6**

### **Disqualification due to personal involvement; confidentiality**

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

## **§ 7**

### **Admission to the examinations**

Students who are enrolled in the master's programme African Verbal and Visual Arts: Languages, Literatures, Media and Art are considered ipso facto to be admitted to the examinations.

## § 8

### Credit transfer and recognition

- (1) The recognition and crediting of competencies shall be determined in accordance with Art. 86 BayHIG.
- (2) <sup>1</sup>If 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. <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:  
$$x = 1 + 3 \cdot (N_{\max} - Nd) / (N_{\max} - N_{\min})$$
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 § 16. <sup>3</sup>If a conversion according to sentence 2 is not possible, the board of examiners shall determine a corresponding key for the grade conversion. <sup>4</sup>If 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. <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 Governing Board to review the decision within four weeks of notification of denial. <sup>7</sup>The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.
- (3) Recognition of credit requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to the commencement of the examination proceedings in the relevant module.
- (4) Paragraphs 2 and 3 shall apply mutatis mutandis to the crediting of competencies, subject to the maximum limit pursuant to Art. 86 para 2 Sentence 2 BayHIG.

## § 9

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

- (1) <sup>1</sup>Written and oral examinations are to be held once a semester. <sup>2</sup>The examination period is generally from the last week of lectures through the first four weeks of semester break.



- (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 announced university-wide 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 are to register for examinations by the published deadline, according to the process determined by the board of examiners.

## **§ 10**

### **Elements of the examination**

- (1) The 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 written exams, oral exams, presentations with and without grade, module papers with and without presentation and written reports. <sup>2</sup>The possible forms of examination in the modules are given in the annex.
- (2) <sup>1</sup>Assessment of examinations 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 with the terms of the present regulations pertaining to repeating examinations; they are responsible for informing themselves of examination results.
- (3) If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit.
- (4) <sup>1</sup>Written exams are 90 minutes. <sup>2</sup>The relevant examiner shall decide which resources may be used during the examination. <sup>3</sup>A written record of the examination is to be made. <sup>4</sup>The invigilator shall confirm the accuracy of the record by providing his or her signature. <sup>5</sup>All events that may be relevant for the determination of the examination results are to be recorded in the minutes. <sup>6</sup>If it is technically necessary, the examinations are written in Swahili; the announcement is made by the examiner. <sup>7</sup>The choice of Swahili is only available to those students who selected Swahili Studies as their concentration.

- (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 examiner who was appointed by the chair of examiners. <sup>2</sup>The relevant examiners are to determine the grades for the individual examinations under the terms of § 16. <sup>3</sup>An assessment of each written examination shall be provided no later than six weeks after the examination. <sup>4</sup>If an examinee receives the grade "*nicht ausreichend*" ["unsatisfactory"] on the 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>Oral examinations shall generally be conducted over a period of 30 minutes. <sup>2</sup>Oral examinations are to be administered by two examiners or one examiner and one co-examiner. <sup>3</sup>If it is technically necessary, the oral examination shall be conducted in German, French or Swahili; the examiner shall announce this. The choice of Swahili is only available to those students who selected Swahili Studies as their concentration. <sup>4</sup>One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: the location, start time, and duration of the examination; examination subject-matter and results (grade); names of the two examiners or of the examiner and co-examiner; and any noteworthy incidents. <sup>5</sup>The record sheet is to be signed by the two examiners or by the examiner and co-examiner. <sup>6</sup>The examiners are to determine the grades for performance in the oral examinations under the terms of § 16.
- (8) <sup>1</sup>If 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. <sup>2</sup>The examination can be conducted without an audience if so requested by the candidate. <sup>3</sup>Discussion and announcement of the examination results (grade) shall not be conducted in public.
- (9) <sup>1</sup>Homework assignments are to be completed following the course in which they were assigned. <sup>2</sup>If professionally required, the assignment may be submitted in German or, in consultation with the supervisor, in French or in Swahili. <sup>3</sup>The choice of Swahili is only available to those students who selected Swahili Studies as their concentration. <sup>4</sup>The topic is to be assigned by the relevant examiner in consideration of the candidate's request. <sup>5</sup>The submission deadline for seminar assignments is three weeks after receiving the assignment and six weeks for part-time students. <sup>6</sup>The topic of the work is to be such that it can be completed within this time limit. <sup>7</sup>The 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. <sup>8</sup>If 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. <sup>9</sup>The completed assignment must be submitted to the instructor no later than three weeks prior to the start of lectures the following semester. <sup>10</sup>Theses that are not submitted by the stated deadline are graded as "*nicht ausreichend*" ["unsatisfactory"]. <sup>11</sup>The examiner shall determine the grade under the terms of § 16. <sup>12</sup>If an assignment is graded as

"*nicht ausreichend*" ["unsatisfactory"], a second examiner shall provide an assessment. <sup>13</sup>One graded copy of the term paper shall remain in the records.

- (10) <sup>1</sup>For presentations, the topic, type of written work involved, duration, and scope shall be clarified with the relevant instructor. <sup>2</sup>Presentations can last between 30 and 90 minutes, depending on the workload. <sup>3</sup>Presentations are usually graded ("with grade"). <sup>4</sup>For ungraded presentations, the written paper forms the basis of the grade. <sup>5</sup>The examiner shall determine the grade under the terms of § 16.
- (11) <sup>1</sup>Essays are a maximum of ten pages. <sup>2</sup>The assignment of the topic and supervision are to be applied to this. <sup>3</sup>The time limit from the topic to submission is to be decided by the supervisor when assigning the topic. <sup>4</sup>This time limit may not exceed four weeks for full-time students or eight weeks for part-time students. <sup>5</sup>The examiner shall determine the grade under the terms of § 16.

## § 12

### Master's thesis

- (1) <sup>1</sup>The master's thesis should demonstrate that the candidate 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 assigned by an examiner (§ 5 para 1) of the corresponding subject from the Faculty of Languages & Literatures 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 in the programme of study. <sup>4</sup>Record is to be made of the date on which the topic was assigned. <sup>5</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 integrated into the programme of study and corresponds to a workload of 660 hours. <sup>2</sup>The 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. <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 and after having heard the supervisor if there are 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 graded as "*nicht ausreichend*" ["unsatisfactory"].

- (4) <sup>1</sup>The master's thesis may be written in English, German or - with the approval of the supervisor - in French or Swahili. <sup>2</sup>The choice of Swahili is only available to those students who selected Swahili their concentration. <sup>3</sup>The 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.
- (5) <sup>1</sup>The master's thesis must be submitted in electronic form (printable PDF document) by the deadline. <sup>2</sup>Submission is carried out by uploading the document via the form server. <sup>3</sup>The Examinations Office will make a note of the date on which the thesis was submitted.
- (6) <sup>1</sup>The thesis must contain a table of contents and bibliography. <sup>2</sup>Two copies of the Master's thesis must be submitted to the examiners by the deadline in typescript, bound and paginated, unless the examiners waive submission of the printed copy in each case.
- (7) <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 Examinations Office shall forward the thesis to the relevant assessor. <sup>2</sup>The chair appoints an additional assessor from among the examiners according to § 5. <sup>3</sup>The grades shall be made available no later than two months after submission of the thesis. <sup>4</sup>Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. <sup>5</sup>The appointment of the reviewer shall be made by the chair of examiners. <sup>6</sup>The first assessor should be the person who has assigned the topic of the thesis. <sup>7</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 different grades are assigned, the grade for the master's thesis shall be the arithmetic mean of the assessments. <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) 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 corresponds to a workload of 30 hours.

- (2) The credit points for the modules are given in Annex 1.

## **§ 14**

### **Consideration of protective provisions**

- (1) <sup>1</sup>The utilization of protection periods of the Maternity Protection Act shall be guaranteed. <sup>2</sup>Upon 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. <sup>3</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 special needs of students with disabilities or chronic illness and in special life circumstances**

- (1) <sup>1</sup>In 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. <sup>2</sup>Upon 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. <sup>3</sup>Proof 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. <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.
- (2) <sup>1</sup>Students in special circumstances may apply to the board of examiners for compensation for disadvantages in examinations in accordance with Paragraph 1. <sup>2</sup>The board of examiners shall decide on the existence of a special life situation and the extent of the compensation for disadvantages.

## § 16

### Grading of examinations

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

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

- (2) <sup>1</sup>If 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. <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:

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

## § 17

### Final grade

- (1) <sup>1</sup>The final grade for the master's examination is established by taking the average of 1.) the module grades that are relevant to the final grade (excluding the master's thesis) and 2.) the grade for the master's thesis, weighted 1:1. <sup>2</sup>Only the first decimal place after the comma is taken into account; all other places are deleted without rounding. <sup>3</sup>The average of the module grades is calculated as the arithmetic mean of the module grades without the master's thesis, weighted with the credit points of the respective module.
- (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", 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) <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 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. <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 the examination on the final attempt in accordance with § 4 para 5 in conjunction with Article 41 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 individual examinations

- (1) <sup>1</sup>Any examination that was failed on the first attempt can be repeated once.
- (2) <sup>1</sup>Up to two previously passed module examinations can be repeated voluntarily for the purpose of improving one's grade. <sup>2</sup>Voluntarily repeating additional 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 the master's examination

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

## § 21

### Access to examination documents

- (1) Following the conclusion of the examinations process, the candidate may upon request be granted access to his or her graded examination documents including the assessor's report as well as the record sheets for the examination.
- (2) <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

### Absence, withdrawal, cheating & policy violation

- (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. <sup>4</sup>If the board of examiners accepts the reasons given, a new examination time is to be offered under the terms of § 9 within six months.
- (3) If withdrawal or failure to appear is caused by reasons beyond the candidate's control, examinations elements completed up to that point are to be recognized.
- (4) <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 shall be given invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"].

## § 24

### Invalidating the 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 master'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 concentration. <sup>3</sup>It is to be signed by the dean and stamped with 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 degree certificate is to include the title of the programme of study, the concentration, the final grade, the 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. <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>An 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. <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 101 BayHIG).

## § 26

### Academic advising

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.
- (2) The programme coordinator for the master's programme African Verbal and Visual Arts: Languages, Literatures, Media and Art 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) In the course of the semester, the programme coordinator 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. students who recently failed an examination,
  3. students who have considerably less than 30 credit points per semester in full-time study or 15 credit points per semester in part-time study,
  4. students transferring from a different subject, degree programme, or university,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 and termination

- (1) <sup>1</sup>The present regulations go into effect on 11 February 2017. <sup>2</sup>They shall be valid for those students enrolling in this programme for the first time in the winter semester of 2017/2018 or later.
- (2) Students who began their studies in the Master's programme African Language Studies before the winter semester 2017/2018 study according to the previous examination and study regulations for the Master's program African Language Studies dated August 20, 2012 (AB UBT 2012/046).
- (3) The previous Examination and Study Regulations for the Master's Programme in African Language Studies dated August 20, 2012 (AB UBT 2012/046) shall cease to be in force subject to para. 2.\*)

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

These examination regulations shall take effect on 2 January 2023.

## Annex 1: Modules, Credit Points, and Examinations

The following provides an overview of the modules and corresponding examinations. The modules include the following forms of instruction:  
Seminars (Seminar, S), Advanced Seminars (AS), Exercises (Ex).

### Courses in the compulsory (C) and specialization (E) areas

Area / Modules	Type	Semester hours	Credit points	Examination
<b>C (compulsory modules):</b> <b>African Languages (C 1 - C 6),</b> <b>Approaches to African Verbal and Visual Arts (C 7 - C 9),</b> <b>Master Modules (C 10 - C 11)</b>				
C 1 Initial course Language 1	Ex	4	5	written examination
C 2 Basic course Language 1	Ex	4	5	written examination
C 3 Intermediate course Language 1	Ex	4	5	written examination
C 4 Advanced course Language 1	Ex	4	5	written examination
C 5 Initial course Language 2	Ex	4	5	written examination
C 6 Basic course Language 2	Ex	4	5	written examination
C 7/C 8 Interdisciplinary Seminar 1: Methods/Interdisciplinary Seminar 2: Theory	S	4	8	module paper
C 9 Research Colloquium	S	2	5	oral presentation (with grade)
C 10 Thesis Development/Colloquium	AS	2	7	oral presentation (with grade)
C 11 MA thesis			22	
<b>Total area C</b>		<b>32</b>	<b>72</b>	
<b>E (fields of specialization):</b> <b>E 1 African Linguistics,</b> <b>E 2 African Literatures,</b> <b>E 3 Arts, Curational Studies and Media in Africa,</b> <b>E 4 Swahili Studies,</b> <b>E 5 Multidisciplinary Studies</b>				
E 1.1/E 2.1/E 3.1	S/S/S	2	8	oral exam
E 1.2/E 2.2/E 3.2	S/S/AS	2	8	module paper
E 1.3/E 2.5/E 3.6	S/S/AS	2	8	module paper
E 1.4/E 2.3/E 3.4	AS/Ex/AS	2	8	presentation and module paper
E 1.5/E 2.6/E 3.5	AS/AS/S	2	8	presentation and module paper
E 1.6/E 2.4/E 3.3	Ex/AS/AS	2	8	written report (literature review, festival/conference report, exhibition critique)

<b>Area / Modules</b>	<b>Type</b>	<b>Se- mes- ter hour s</b>	<b>Cre dit poi nts</b>	<b>Examination</b>
<b>Total area E</b>		<b>12</b>	<b>48</b>	
<b>Total:</b>		<b>44</b>	<b>120</b>	