

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  
Global History  
at the University of Bayreuth  
dated 07 June 2019  
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.

## Contents

<b>§ 1</b>	<b>Purpose of the master's examination</b>	<b>3</b>
<b>§ 2</b>	<b>Admission to the programme; qualification</b>	<b>3</b>
<b>§ 3</b>	<b>Structure of full-time and part-time study; standard period of study</b>	<b>5</b>
<b>§ 4</b>	<b>Board of examiners</b>	<b>6</b>
<b>§ 5</b>	<b>Examiners and co-examiners</b>	<b>7</b>
<b>§ 6</b>	<b>Disqualification due to personal involvement; confidentiality</b>	<b>7</b>
<b>§ 7</b>	<b>Admission to the examinations</b>	<b>7</b>
<b>§ 8</b>	<b>Credit transfer and recognition</b>	<b>7</b>
<b>§ 9</b>	<b>Times for holding examinations; announcing examination times and examiners</b>	<b>8</b>
<b>§ 10</b>	<b>Elements of the examination</b>	<b>9</b>
<b>§ 11</b>	<b>Forms of examination</b>	<b>9</b>
<b>§ 12</b>	<b>Master's thesis</b>	<b>11</b>
<b>§ 13</b>	<b>Credit point system</b>	<b>12</b>
<b>§ 14</b>	<b>Consideration of protective provisions</b>	<b>12</b>
<b>§ 15</b>	<b>Consideration of special needs of students with disabilities or chronic illness and in special life circumstances</b>	<b>13</b>
<b>§ 16</b>	<b>Grading of examinations</b>	<b>13</b>
<b>§ 17</b>	<b>Final grade</b>	<b>14</b>
<b>§ 18</b>	<b>Passing the master's examination</b>	<b>14</b>
<b>§ 19</b>	<b>Repeating examinations</b>	<b>15</b>
<b>§ 20</b>	<b>Notice of failing the master's examination</b>	<b>15</b>
<b>§ 21</b>	<b>Access to examination documents</b>	<b>16</b>
<b>§ 22</b>	<b>Defects in the examination proceedings</b>	<b>16</b>
<b>§ 23</b>	<b>Non-appearance, withdrawal from examinations, cheating, and policy violations</b>	<b>16</b>
<b>§ 25</b>	<b>Awarding the master's degree; degree certificate</b>	<b>18</b>
<b>§ 26</b>	<b>Academic advising</b>	<b>18</b>
<b>§ 27</b>	<b>Effective date</b>	<b>19</b>
	<b>Annex 1: Modules, Credit Points, and Examinations</b>	<b>20</b>
	<b>Annex 2: Aptitude assessment process</b>	<b>22</b>

## § 1

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

<sup>1</sup>The master's examination at the end of the academic degree programme Global History determines whether the candidate can demonstrate the following competencies:

- identifying and assessing long-term global-historical changes;
- ability to make critical expert contributions to current social, political and economic debates with global-historical insights;
- transfer of complex global-historical contexts to concrete individual questions, which can then be analytically penetrated and scientifically investigated;
- critical analysis of historical sources

and has acquired the subject-specific knowledge provided for in the present regulations, including the application of methods of historical source criticism and contextualization in a global historical framework.

<sup>2</sup>Upon passing the master's examination, the University, by way of the Faculty of Humanities & Social Sciences, 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 with an examination grade of at least "good" (2.5) in the bachelor's programme History at the University of Bayreuth or an equivalent degree and
2. proof of German language proficiency of at least level A1 of the Common European Framework of Reference for Languages for applicants who have neither obtained their higher education entrance qualification nor their first degree opening access to studies in German; applicants who are unable to provide this proof will be enrolled on condition that they submit proof of the required language proficiency by the end of the second semester at the latest, and

3. proof of English skills at level B2 or better of the Common European Framework of Reference for Languages for applicants who neither earned their higher education entrance qualification nor their initial degree in the English language. 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 first semester of study at the latest and
  4. if a degree according to No. 1 does not have the required average grade, a further admission requirement is the determination of the course-specific aptitude in a procedure according to Annex 2.
- (2) <sup>1</sup>The qualifications may not differ substantially in terms of the earned competences (learning outcomes) from the qualifications referred to in para 1 number 1. <sup>2</sup>If there are substantial compensable differences, applicants may be admitted subject to the proviso that, in addition to the assessment components to be completed in the master's programme, they also successfully complete additional coursework and examinations in the amount of up to 20 credit points in the bachelor's programme History within one year; otherwise, the prerequisites for admission to the programme are deemed not to have been fulfilled. <sup>3</sup>In such cases, the examination and study regulations for the bachelor's programme History (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 "gut" (2,5) or better. <sup>3</sup>Applicants who fulfil the requirements of sentence 2 are to be enrolled on the condition that they submit the relevant degree certificate with a grade of "gut" ["good"] (2,5) or better by the end of the first semester of study. <sup>4</sup>Applicants who submit partial evidence as described in sentence 2 and who may not succeed in achieving the required grade for their degree given in para 1 number 1 are to undergo the aptitude assessment process as given in Annex 2.

### § 3

#### **Structure of full-time and part-time study; standard period of study**

- (1) The master's programme Global History is taught in English and is divided into the following modules:
  - **Foundations of Global History** (28 credits)
  - **Study specializations** (24 credits)
    - Area Expertise Africa (A) or
    - Area Expertise Europe (B) or
    - Area Expertise Atlantic World & Americas (C) or
    - Area Expertise Trans and other areas (D)
  - **Language** (9 credits)
  - **Specialization** (29 credits)
  - **Master's Thesis** (30 credits)
- (2) <sup>1</sup>The choice of study specialization (A to D) is made at the end of the first semester. <sup>2</sup>A change of major is possible before the start of the third semester in the full-time degree programme or the fifth semester in the part-time degree programme upon written application by the student to the board of examiners. <sup>3</sup>A second change is not permissible.
- (3) <sup>1</sup>The master's programme Global History can be completed as a full-time or part-time student. <sup>2</sup>Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. <sup>3</sup>Changing from full-time to part-time study or from part-time to full-time study is 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.
- (4) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (5) 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>It consists of one member as chairperson and two other members. <sup>4</sup>The members of the board of examiners and their substitute representatives are elected by the Faculty Council from among the professors and junior professors (Art. 57 para. 1 and Art. 63 para. 1 of the Bavarian Higher Education Innovation Act (BayHIG)) of the Faculty of Humanities & Social Sciences for a period of three 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 Global History 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:
- $$x = 1 + 3 \cdot (N_{\max} - N_d) / (N_{\max} - N_{\min})$$
- where x is the grade to be calculated,  $N_{\max}$  is the highest possible grade,  $N_{\min}$  is the highest passing grade, and  $N_d$  is the actual grade; in this calculation, the grade to be calculated is only given to one decimal place and is not adjusted to fit the grading scale given in § 16. <sup>3</sup>If 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) 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. <sup>2</sup>An additional examination time may be scheduled for the beginning of the following semester.
- (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

### Forms of examination

- (1) <sup>1</sup>Examinations take the form of written examinations, oral examinations, long and short written papers, research reports, and presentations. <sup>2</sup>The possible forms of examination in the modules are given in the annex.
- (2) <sup>1</sup>Assessment of examinations is 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 examinations are to be held over a period of at least one hour and no longer than two hours; the duration of the examination should be appropriate to the requirements of the corresponding course. <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>The examination record sheet is to include all aspects of the examination that are relevant to determining the grade.
- (5) <sup>1</sup>If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. <sup>2</sup>Candidates may leave the room during an examination if permission is granted by the invigilator. <sup>3</sup>The time and duration of absence are to be noted on the question paper.
- (6) <sup>1</sup>Written examinations are generally graded by the 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 are to be held over a period of 15 to 30 minutes, depending on the requirements of the particular course. <sup>2</sup>Oral examinations are to be conducted in German or English, and are to be administered by two examiners or one examiner and one co-examiner. <sup>3</sup>One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: 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>In the case of an oral examination, students who intend to take the same examination within the next two semesters are given preference as listeners, within the limits of the space available. <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>Short term papers of 10 to 15 pages are written following the underlying course on the basis of a presentation. <sup>2</sup>Long term papers of 15 to 20 pages are written following the underlying course on the basis of a presentation. <sup>3</sup>The topic is to be assigned by the relevant examiner in consideration of the candidate's request. <sup>4</sup>The time limit for term papers shall be up to eight weeks. <sup>5</sup>The topic of the work is to be such that it can be completed within this time limit. <sup>6</sup>The chair of examiners may extend this deadline by up to one week at the request of the candidate and after having heard the supervisor in case of reasons beyond the candidate's control. <sup>7</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>8</sup>Term papers that are not submitted by the stated deadline are to be graded as "nicht ausreichend" ["unsatisfactory"]. <sup>9</sup>The examiner shall determine the grade under the terms of § 16. <sup>10</sup>If an assignment is graded as "nicht ausreichend" ["unsatisfactory"], a second examiner shall provide an assessment. <sup>11</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 15 and 30 minutes, depending on the workload. <sup>3</sup>For graded presentations, the written paper forms the basis of the grade. <sup>4</sup>The examiner shall determine the grade under the terms of § 16.
- (11) Research reports are presented orally as part of the Master Class and are not graded.

## § 12

### Master's thesis

- (1) <sup>1</sup>The 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. <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 Humanities & Social Sciences via the chair of examiners. <sup>3</sup>Record is to be made of the date on which the topic was assigned.
- (3) <sup>1</sup>The master's thesis is integrated into the programme of study and corresponds to a workload of 870 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 12 weeks in the case of full-time study or 18 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 German or English. <sup>2</sup>The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. <sup>3</sup>It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree. <sup>4</sup>In agreement with the subject area representative and the board of examiners, the master's thesis may be submitted in French. <sup>5</sup>In this case, a summary in English must be attached.
- (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) The thesis must contain a table of contents, an abstract and a list of literature and sources.
- (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 forwards the thesis to the reviewers appointed by the board of examiners. <sup>2</sup>The grades shall be made available no later than two months after submission of the thesis. <sup>3</sup>Each reviewer shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. <sup>4</sup>In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.

- (9) <sup>1</sup>If 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 (MuSchG) 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>For the sake of ensuring equal opportunities, the particular needs of examinees with disabilities or chronic illnesses under the terms of the Bavarian Equal Opportunities for Disabled Persons Act are to be appropriately accommodated. <sup>2</sup>Upon written request, the board of examiners shall determine on the basis of the degree of disability 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 reasonable accommodations 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 reasonable accommodations.

## § 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 overall grade for the master's examination is calculated by taking the arithmetic mean of the module grades (and the grade for the master's thesis), weighted according to the credit points awarded for each module. <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).
- (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 examinations

- (1) Any examination that was failed on the first attempt can be repeated once.
- (2) Up to two examinations may be repeated voluntarily for the purpose of improving one's grade. <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>The second repetition may be held as a different form of examination in accordance with § 11; this is determined by the examiner. <sup>3</sup>Students who fail the last possible repetition of examinations are to be considered as having failed the master's examination on the final attempt.
- (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

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

- (1) <sup>1</sup>Candidates who have registered for an examination may withdraw without providing a rationale by withdrawing 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"].
- (5) <sup>1</sup>If cheating in the form of plagiarism is detected, the examination will be graded as "nicht ausreichend" ["unsatisfactory"]. <sup>2</sup>The 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. <sup>3</sup>The determination shall be made by the relevant examiner or invigilator and shall be recorded in the files. <sup>4</sup>In serious cases or in the case of repetition, the entire examination can be declared failed and, in particularly serious cases, the right to repeat the examination can also be withdrawn and the entire examination can be declared failed on the final attempt. <sup>5</sup>The decision on this is taken by the board of examiners. <sup>6</sup>In 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.

## § 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; degree certificate**

- (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 certificate contains the name of the degree programme and, if applicable, the area of application. <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 certificate is to include the title of the programme of study (if applicable the area of application), the final grade, the module examinations and module examination elements 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 Global History is to be responsible for questions relating to the master's programme (i.e. structure of the programme, organization of studies, course selection, and questions concerning examinations).
- (3) <sup>1</sup>In the course of the semester, the programme 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,

5. those changing from full-time study to part-time study or from part-time study to full-time study,
6. those choosing their area of emphasis or the courses in their core elective module.

## **§ 27**

### **Effective date**

<sup>1</sup>These regulations go into effect on 08 June 2019. <sup>2</sup>They shall be valid for those students enrolling in this programme for the first time in the winter semester of 2019/2020 or later.\*)

\*) 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 examinations.

		Type of taught session	Form of examination	Semester hours	ECTS (credits)
<b>(1) Foundations of Global History</b>					
	Foundations I: Introduction to Global History	Lecture	Written Examination	2	6
	Foundations II: Theories & Methods	Seminar	Short written paper	2	6
	Foundations III: Global Economic History	Lecture & Tutorial	Written Examination	4	8
	Foundations IV: Transcultural History	Lecture & Tutorial	Written Examination	4	8
<b>Total in this module area (four modules in total)</b>				12	28
<b>(2) Area Expertise (A, B, C, or D) and language courses</b>					
A	Area Expertise I: Africa	Seminar	Long written paper	2	8
	Area Expertise II: Africa	Seminar	Long written paper	2	8
	Area Expertise III: Africa	Seminar	Long written paper	2	8
<i>or</i>					
B	Area Expertise I: Europe	Seminar	Long written paper	2	8
	Area Expertise II: Europe	Seminar	Long written paper	2	8
	Area Expertise III: Europe	Seminar	Long written paper	2	8
<i>or</i>					
C	Area Expertise I: Atlantic World & Americas	Seminar	Long written paper	2	8
	Area Expertise II: Atlantic World & Americas	Seminar	Long written paper	2	8
	Area Expertise III: Atlantic World & Americas	Seminar	Long written paper	2	8
<i>or</i>					
D	Area Expertise I: Trans and other areas	Seminar	Long written paper	2	8
	Area Expertise II: Trans and other areas	Seminar	Long written paper	2	8
	Area Expertise III: Trans and other areas	Seminar	Long written paper	2	8
<i>and</i>					

	Type of taught session	Form of examination	Semester hours	ECTS (credits)
<b>(1) Foundations of Global History</b>				
Foundations I: Introduction to Global History	Lecture	Written Examination	2	6
Foundations II: Theories & Methods	Seminar	Short written paper	2	6
Foundations III: Global Economic History	Lecture & Tutorial	Written Examination	4	8
Foundations IV: Transcultural History	Lecture & Tutorial	Written Examination	4	8
<b>Total in this module area (four modules in total)</b>			<b>12</b>	<b>28</b>
Language course I	Language class	<i>Specified by the UBT Language Centre ("Sprachenzentrum")</i>	2	3
Language course II	Language class	<i>Specified by the UBT Language Centre ("Sprachenzentrum")</i>	2	3
Language course III	Language class	<i>Specified by the UBT Language Centre ("Sprachenzentrum")</i>	2	3
<b>Total in this module area (total of six modules = 3 area expertises + 3 language classes)</b>			<b>12</b>	<b>33</b>
<b>(3) Specialization</b>				
Specialization I: Additional Area of Expertise I	Seminar	Short written paper	2 - 4	8
Specialization II: Additional Area of Expertise II	Seminar	Short written paper	2 - 4	8
Specialization III: Methods and Skills I	Open	<i>Depending upon the selected module</i>	2	5
Specialization IV: Methods and Skills II*	Open	<i>Depending upon the selected module</i>	2	4
Specialization V: Methods and Skills III*	Open	<i>Depending upon the selected module</i>	2	4
Specialization VI: Methods and Skills IV*	Open	<i>Depending upon the selected module</i>	2 - 4	8
<b>Total in this module area (four or five modules in total)</b>			<b>8 - 10</b>	<b>29</b>
<b>(4) Master's Thesis</b>				
Master's Thesis (incl. Master Class)	Seminar	Thesis ( <i>Master's thesis</i> ) and research report ( <i>research report</i> )	1	30
<b>Total in this module area (one module in total)</b>			<b>1</b>	<b>30</b>
<b>Total</b>			<b>33 - 35</b>	<b>120</b>

\* Students take the modules Specialization IV: Methods and Skills II and Specialization V: Methods and Skills III (4 ECTS each) or the module Specialization VI: Methods and Skills IV (8 ECTS). The modules Specialization IV: Methods and Skills II and Specialization V: Methods and Skills III (4 ECTS each) or the Specialization VI module: Methods and Skills IV (8 ECTS) must be chosen.

## **Annex 2: Aptitude assessment process**

### **1. Purpose of aptitude assessment process**

The procedure defined in accordance with Art. 90 para 1 BayHIG is intended to determine the suitability of applicants for the master's programme Global History at the University of Bayreuth in accordance with § 2 para 1 No. 4 of the Examination and Study Regulations.

### **2. Board responsible for the aptitude assessment process**

<sup>1</sup>A committee is responsible for preparing and conducting the aptitude assessment process. <sup>2</sup>The aptitude assessment committee made up of at least three university lecturers involved in the degree programme, who are elected by the faculty council from among the professors of the Faculty of Humanities & Social Sciences for a period of five years. <sup>3</sup>At least one additional university lecturer is to be appointed as a substitute. <sup>4</sup>A student representative and a representative of those primarily employed as academic staff may belong to the committee in an advisory capacity. <sup>5</sup>The committee elects a chair who is a university lecturer from among its members.

### **3. Process for determining aptitude**

3.1 <sup>1</sup>The aptitude assessment process is carried out once a year, before the winter semester.

<sup>2</sup>Applications for admission to the aptitude assessment process via the forms published by the University of Bayreuth are to be submitted to the dean of the Faculty of Humanities & Social Sciences by 15 July of that year (application deadline; admission in winter semester).

<sup>3</sup>Documents according to No. 3.2 can be submitted later for the winter semester up to 15 August.

3.2 The following are to be enclosed with the completed application as described in number 3.1 sentence 2:

3.2.1 <sup>1</sup>A cover letter with a maximum 2-page written justification for the choice of the master's programme Global History, in which the applicant explains which competencies make him or her particularly suitable for the desired degree programme (see No. 5.1.1). <sup>2</sup>Evidence according to No. 3.2.5 is to be enclosed if necessary.

3.2.2 <sup>1</sup>The certificate of the relevant initial degree (e.g. bachelor's degree certificate) as well as a confirmation with individual grades of the examinations and coursework completed during the programme of study. <sup>2</sup>If the relevant initial degree certificate is not yet available, confirmation containing the individual grades for all examinations and courses up to the registration deadline must be submitted. <sup>3</sup>Such credit for examina-

tions and coursework must amount to a total of at least 150 ECTS points. <sup>4</sup>The relevant initial degree certificate is to be submitted by the end of the first semester of study.

3.2.3 a list of modules from the applicant's relevant initial degree programme for which evidence of completion cannot yet be submitted

3.2.5 a CV as supplementary information.

3.2.5 If available, proof of special qualifications for this degree programme in accordance with no. 5.1.1 (e.g. vocational training, internships, stays abroad, language skills).

3.2.6 If applicable, a request for reasonable accommodations as described in § 15 of the present regulations.

#### **4. Admission to the aptitude assessment process**

4.1 Admission to the assessment process requires that the documents listed in number 3.2 be submitted on time.

4.2 The aptitude assessment process (number 5) is to be administered to those applicants who fulfil the requirements.

4.3 Applicants who are not admitted are to be sent a notice of denial with a rationale and information concerning legal remedies available; number 6.1 applies mutatis mutandis.

#### **5. Overview of the aptitude assessment process**

5.1 <sup>1</sup>On the basis of the application documents submitted, the board of examiners shall determine whether the applicant is suited for studies in the master's programme Global History in view of his or her qualification and the specific talents and abilities he or she described.

<sup>2</sup>The evaluation is to be conducted on the basis of the following criteria:

5.1.1 <sup>1</sup>The qualifications resulting from the documents according to no. 3.2.1 and 3.2.5 are assessed with a maximum of 4.0 points. <sup>2</sup>The assessment criteria are the extent to which the applicant's background to date demonstrates distinct prior knowledge and skills in the field of global history and the extent to which the applicant has the potential to work in an interdisciplinary and international context. <sup>3</sup>The content of the written justification together with the evidence in accordance with no. 3.2.5 is assessed according to the following criteria with the maximum achievable points indicated in brackets:

- linguistic expression and logical structure (1 point)
- academic quality of the argumentation, reference to concrete research problems in global history (1 point)
- justification for the choice of degree programme with a clear description of previous knowledge and skills (max. 2 points). <sup>4</sup>These qualifications can be proven in accordance with the following letters a to c or other equivalent documents:
  - a) proof of language skills in a foreign language not identical to English at least at level B2 of the Common European Framework of Reference for Languages (1.0 points),
  - b) proof of international practical professional skills that are relevant to later professional activities through a professional internship of at least eight weeks in a non-German-speaking country outside the higher education sector (an upgrading according to lit. c cannot be granted additionally for identical internships) or proof of international competence through a study visit of at least eight weeks at a foreign non-German-speaking university (1.0 points) or/and
  - c) proof of interdisciplinary competence in the fields of culture, social affairs, economics or politics through an activity of at least eight weeks outside the university sector (however, an upgrade according to letter b cannot be granted additionally for an identical activity) (1.0 points).

5.1.2 <sup>1</sup>The subject-specific study and examination achievements of the relevant first degree according to § 2 are assessed with a maximum of 4.0 points. <sup>2</sup>Achievements in the fields of history, global history, German and European history, history of world regions, theories and methods of history, economic and social history, cultural history, international history, etc. are considered subject-specific achievements. <sup>3</sup>Non-subject-specific achievements may be taken into account if the knowledge and skills they demonstrate contribute to achieving the objectives of the degree programme. <sup>4</sup>The awarding of points is described in more detail in the annex to this aptitude assessment process.

5.1.3 <sup>1</sup>The number of points for the assessment is calculated as the sum of the individual assessments (number 5.1.1 to 5.1.2). <sup>2</sup>The number of points for the applicant is determined by taking the arithmetic mean of the individual assessments of the committee members. <sup>3</sup>The score is to be rounded to one decimal place behind the comma.

5.2 Applicants who received 5.0 points or more shall be sent a confirmation - signed by the chair of the aptitude assessment committee - of having passed the aptitude assessment



process. <sup>2</sup>Applicants who have achieved 3.0 points or less have not passed the aptitude assessment process.

5.3 <sup>1</sup>Applicants with less than 5.0 points and more than 3.0 points are invited to an aptitude interview. <sup>2</sup>The date and time of the interview are to be announced at least one week in advance. <sup>3</sup>Periods set aside for the any interviews that need to be carried out are to be scheduled prior to the application deadline. <sup>4</sup>The applicant is to comply with the date and time of the interview. <sup>5</sup>Anyone who fails to appear on the date and time announced will be denied admission. <sup>6</sup>If a reason beyond the applicant's control prevents him or her from participating in the interview, a new appointment is to be scheduled no later than two weeks prior to the start of lectures upon justified request.

5.4 <sup>1</sup>The interview is to be conducted individually in the English language for each applicant. <sup>2</sup>The interview is to last between 15 and 30 minutes for each applicant and should demonstrate whether it is to be expected that the aim of the programme of study can be achieved given the applicant's skills and abilities. <sup>3</sup>The interview is to be conducted by at least two members of the committee. <sup>4</sup>Each member records the result of the interview on a scale of 0 to 4.0 points, with 0 being the worst score and 4.0 the best score. <sup>5</sup>The number of points for the applicant is determined by taking the arithmetic mean of the individual assessments of the committee members. <sup>6</sup>The score is to be rounded to one decimal place behind the comma.

5.4.1 <sup>1</sup>In the interview, firstly, the academic-theoretical aptitude in the subject of global history is examined with regard to the requirements of the degree programme (50% of the assessment) <sup>2</sup>The applicant should demonstrate in English that he or she is able to reflect on and discuss source-critical methods in an appropriate manner. <sup>3</sup>Secondly, the applicant's prior knowledge and skills in global historical phenomena are assessed (50% of the assessment). <sup>4</sup>The applicant should demonstrate through knowledge of current debates that he or she has addressed the research questions of global history.

5.5 <sup>1</sup>The overall assessment of the aptitude assessment process is made up of the score for the interview and the previous studies as described in number 5.1.2. <sup>2</sup>Applicants who received 5.0 points or more in the second stage of the aptitude assessment process shall be sent a confirmation of having passed the aptitude assessment process.

5.6 <sup>1</sup>A written record shall be made of the interview, indicating the date, duration, location, name of committee members involved, the name of the applicant, the assessment of the board members, and the overall outcome. <sup>2</sup>The record must show the topics of the interview with the applicant and the rationale for the assessment. <sup>3</sup>The reasons and topics may be listed in note form. <sup>4</sup>The record sheet is to be signed by the committee members.

## 6. Notification of the outcome

- 6.1 <sup>1</sup>The outcome of the aptitude assessment process is to be sent to the applicant in writing. <sup>2</sup>The notice is to be signed by the chair of the selection committee. <sup>3</sup>A notice of denial must be accompanied by a rationale and information on the applicant's right to appeal. <sup>4</sup>As part of its supervisory duties in accordance with Article 30 para 3 sentence 1 BayHIG, the chair of the selection committee, on behalf of the University Governing Board, shall check a random sample of 10 % of denials of admission.
- 6.2 Admission based on the aptitude assessment process for the master's programme Global History shall remain valid for future applications to this programme of study as long as the content and goals of the programme do not change so significantly that aptitude for this programme can no longer be demonstrated by having undergone the aptitude assessment process at an earlier date.

## 7. Repetition and conditional enrolment

- 7.1 Applicants who did not provide evidence of aptitude for the master's programme Global History may register for the aptitude assessment process one more time.
- 7.2 Applicants who are not yet able to present a relevant degree certificate and who have not passed the aptitude assessment process may be enrolled for one semester if there is a possibility that they will still be able to achieve an overall examination grade of "good" (2.5) by the end of the first semester after presenting the relevant degree certificate in accordance with § 2 para 1 No. 1 of the present regulations.

### Annex to the aptitude assessment process:

The subject-specific study and examination achievements of the relevant first degree (No. 5.1.2) are included in the assessment according to the following table:

POINTS	ASSESSMENT
4.0 – 3.5 points	excellent
3.4 – 2.4 points	considerably above average
2.3 – 1.3 points	average
1.2 – 0.6 points	sufficient despite deficiencies