

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**  
**Social & Cultural Anthropology**  
**at the University of Bayreuth**  
**dated 20 May 2022**  
**as amended on 09 January 2023**

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

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## § 1

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

<sup>1</sup>The master's examination as the conclusion of university studies in the master's programme Social & Cultural Anthropology determines whether the candidate is familiar with current and ongoing problems in social and cultural anthropology and is able to discuss and classify such questions with the help of the subject-specific knowledge he or she has acquired. <sup>2</sup>The candidate demonstrates mastery of the methodological foundations of social and cultural anthropology and is able to apply them in the context of an independent research project. <sup>3</sup>In addition, it is determined whether the candidate is able to independently compile and present the research results thus obtained and to critically evaluate the work of other scholars. <sup>4</sup>The master's programme Social & Cultural Anthropology, including all examinations, is conducted primarily in English. <sup>5</sup>At the same time it determines whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further independent academic research. <sup>6</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 at least the examination grade "good" (2.5) in the bachelor's programme Social & Cultural Anthropology or Culture & Society (subject: Social & Cultural Anthropology) at the University of Bayreuth or a degree equivalent thereto;
  2. 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.
  3. proof of German language skills at level A1 or better of the Common European Framework of Reference for applicants who neither earned their higher education entrance qualification nor their initial degree in the German 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 second semester of study at the latest; and
  4. a cover letter in English with a written statement of up to two pages explaining the applicant's reasons for choosing the master's programme Social & Cultural Anthropology, in which it is explained which skills make the applicant particularly suitable for the intended course of studies. For example, previous study concentrations, experiences abroad, internships, etc. can be cited, as well as a justified interest in the methodological and theoretical

approaches of social and cultural anthropology. Furthermore, initial ideas for the applicant's own research project to be realized within the scope of the master's programme can be outlined here.

- (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 coursework and examinations in the amount of up to 30 credit points from the bachelor's programme by the end of the second semester of study at latest; 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 Social & Cultural Anthropology (as amended) shall apply. <sup>4</sup>Art. 86 BayHIG applies to determining the eligibility of domestic and foreign degrees. <sup>5</sup>Decisions concerning the equivalence of a degree are to be made by the board of examiners established under the terms of § 5.
- (3) <sup>1</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>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 "good" (2,5) or better by the end of the first semester of study.
- (4) Students who are enrolled in the master's programme Social & Cultural Anthropology are considered *ipso facto* to be admitted to the examinations.

### § 3

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

- (1) <sup>1</sup>The master's programme Social & Cultural Anthropology 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.
- (2) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).

- (3) New students can begin the programme in the winter semester.

#### **§ 4**

##### **Components of the programme of study**

- (1) <sup>1</sup>The master's programme Social & Cultural Anthropology is divided into modules and is made up of the following areas:

- A Foundations
- B Contemporary Themes in Anthropology
- C Guided Research Project
- D Elective Courses
- E Anthropology Lecture Series
- F Master Thesis and Colloquium

- (2) <sup>1</sup>It is possible to take additional examinations in the module areas B and D beyond the required scope. <sup>2</sup>There is no obligation to repeat failed examinations taken for the purpose of earning additional credits.

- (3) <sup>1</sup>In order to ensure the acquisition of the relevant competencies in seminars or colloquia, active participation is required. <sup>2</sup>This can be accomplished through, for example, a presentation (8 to 15 min), moderating a session, an encyclopedia entry, or creating reading cards. <sup>3</sup>The form and scope are determined by the relevant lecturer. <sup>4</sup>In module area E, students also learn about the current state of scientific discussion in the subject through lectures and at the same time train their scientific argumentation skills through their own contributions to discussions.

#### **§ 5**

##### **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 shall consist of three members, each having one substitute representative. <sup>4</sup>The members of the board of examiners and their substitute representatives shall be elected by the faculty council of the Faculty of Humanities & Social Sciences from among the university professors (Art. 19 para 1 sentence 1 and 3 BayHIG) (two members) and from among the research associates (one member) of the Faculty of Humanities & Social Sciences for a period of two years. <sup>5</sup>The board of examiners shall elect a chairperson and a deputy chairperson from among its members, who must belong to the group of university professors.

- (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.

## **§ 6**

### **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 supervisor 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.

## § 7

### **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 126 para 2 BayHIG.

## § 8

### **Credit transfer**

- (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:  
$$x = 1 + 3 * (N_{\max} - N_d) / (N_{\max} - N_{\min})$$
where x is the grade to be calculated, N<sub>max</sub> is the highest possible grade, N<sub>min</sub> is the highest passing grade, and N<sub>d</sub> 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 held promptly following the conclusion of the modules.
- (2) <sup>1</sup>If not listed in the annex, examination times and the duration of examinations shall be determined by the relevant examiner and announced university-wide, generally at the start of the course. <sup>2</sup>An additional examination time may be scheduled for the beginning of the following semester. <sup>3</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 the annex and the master's thesis.
- (2) The examinations serve to demonstrate that the examinee has satisfied the desired learning outcomes of the individual modules.

## **§ 11**

### **Forms of examination**

- (1) <sup>1</sup>Examinations are carried out in the form of written examinations, oral examinations, term papers, presentations, learning portfolios, research proposals, and research 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 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) <sup>1</sup>If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit. <sup>2</sup>In the case described in para 7, sentence 1 does not apply. <sup>3</sup>If a written examination is assessed as "failed" or "unsatisfactory", it must be assessed by a second examiner.
- (4) <sup>1</sup>Written examinations (final exam) have a duration of 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>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 examiner determines the grades for the 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>One graded copy of the written examination shall remain in the records.
- (7) <sup>1</sup>Oral examinations are to be held over a period of 30 to 45 minutes, depending on the requirements of the particular course. <sup>2</sup>Oral examinations are conducted in English, and are administered by one examiner and one co-examiner. <sup>3</sup>If it is technically necessary, the oral examination will be conducted in French or German; the examiner will announce this. <sup>4</sup>The examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: location, start time, and duration of the examination; examination subject-matter and results; names of the examiner and co-examiner; name of the candidate; and any noteworthy incidents. <sup>5</sup>The record sheet is to be signed by the examiner and co-examiner. <sup>6</sup>The examiner is to determine the grades for performance in the oral examinations under the terms of § 16.
- (8) <sup>1</sup>Term papers of 20 to 25 pages of continuous text (56,000-70,000 characters including spaces) are written following the underlying course. <sup>2</sup>The topic is to be assigned by the relevant examiner in consideration of the candidate's request. <sup>3</sup>The time limit for term papers shall generally be six weeks. <sup>4</sup>The topic of the work is to be such that it can be completed within this time limit. <sup>5</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 examiner in case of reasons beyond the candidate's control. <sup>6</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>7</sup>The term paper in electronic form as PDF must be submitted by 30.04. at the latest. (if the term paper relates to a seminar in the winter semester) or 31.10. (if the term paper relates to a seminar in the summer semester) to the examiner. <sup>8</sup>Theses that are not submitted by the stated deadline are graded as "nicht ausreichend" ["unsatisfactory"].

- <sup>9</sup>The examiner shall determine the grade under the terms of § 16. <sup>10</sup>One graded copy of the term paper shall remain in the records.
- (9) <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>The duration of the presentation is approximately 30 minutes. <sup>3</sup>The presentation is graded as "passed" or "failed" and is not included in the overall grade calculation. <sup>4</sup>The provisions regarding repetition found in § 19 apply mutatis mutandis.
- (10) <sup>1</sup>In the research proposal (module C1), students formulate the thematic orientation, theoretical location, and methodological implementation of their planned field research. <sup>2</sup>The proposal shall be up to 15 pages in length (42,000 characters including spaces). <sup>3</sup>The research proposal is formulated during the semester in conjunction with the seminar and submitted by the end of the lecture period. <sup>4</sup>If the candidate proves by a medical certificate that he or she is prevented from working due to illness, the processing time is extended according to the time of illness determined by a physician; however, the research proposal must be submitted to the supervisor no later than two weeks before the start of the field research. <sup>5</sup>The research proposal is graded as "passed" or "failed" and is not included in the overall grade calculation. <sup>6</sup>The provisions regarding repetition found in § 19 apply mutatis mutandis. <sup>7</sup>Para 8 sentences 8 and 10 also apply. <sup>8</sup>One research proposal graded as "passed" is a prerequisite for conducting field research.
- (11) <sup>1</sup>The research report (module C2) serves to reflect on the course of the field research in terms of content and methodology. <sup>2</sup>It has a maximum length of 35 pages (98,000 characters including spaces). <sup>3</sup>The processing period for the research report is six weeks for full-time students and twelve weeks for part-time students. <sup>4</sup>paragraph 8 sentences 4- 6 and 8- 10 apply mutatis mutandis. <sup>5</sup>The research report is to be submitted after successful completion of the field research, with the time frame to be determined with the supervisor. <sup>6</sup>Only after successful evaluation of the research report can a topic for the master's thesis be assigned.
- (12) <sup>1</sup>A learning portfolio is written documentation of subject-related content according to specified criteria. <sup>2</sup>The examiner shall communicate the form and assessment criteria to the students at the beginning of the course. <sup>3</sup>The scope of the learning portfolio is determined by the module size; for modules of five credit points, six to eight pages (16,800 - 22,400 characters including spaces) and for modules of ten credit points, fifteen pages (42,000 characters including spaces) must be written. <sup>4</sup>They are to be graded on a pass/fail basis or according to the terms of § 16. <sup>5</sup>If alternative 1 of sentence 4 applies, the examination result shall not factor into the final grade. <sup>6</sup>In case of a failing grade, the regulations for repeating examinations in § 19 shall apply.

## § 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 shall appoint two reviewers (according to § 6), if possible, taking into account the candidate's wishes. <sup>2</sup>The topic of the master's thesis is assigned by an examiner (§ 6 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. <sup>4</sup>It is recommended that the master's thesis be completed in the fourth semester (full-time study) or the sixth semester (part-time study).
- (3) <sup>1</sup>The master's thesis is integrated into the programme of study and corresponds to a workload of 600 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 for full-time students or up to 24 weeks for part-time students at the request of the candidate and after having heard the supervisor if there are reasons beyond the candidate's control; the request is to be submitted before the submission deadline for the master's thesis. <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 "unsatisfactory".
- (4) <sup>1</sup>The master's thesis can be submitted in English or, if required for subject-specific reasons, in French or German. <sup>2</sup>The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree.
- (5) <sup>1</sup>The 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 and bibliography.
- (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 assessors. <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). <sup>3</sup>§ 11 para 2 applies mutatis mutandis.
- (10) 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 the annex.

### **§ 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>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 relevant to the final grade and the grade for the master's thesis, weighted according to the credit points awarded for each module. <sup>2</sup>Only the first decimal place after the comma is taken into account; all other places are truncated without rounding. <sup>3</sup>If more credit points are earned in module areas B and D than are required, only the modules with the best grades will be taken into account, taking into account the number of credit points required. <sup>4</sup>Non-graded modules are only counted after the graded modules for the purpose of obtaining the required credit points.
- (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) 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 four 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 "bestanden" ["passed"] 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 § 5 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) <sup>1</sup>Any examination that was failed on the first attempt can be repeated once. <sup>2</sup>Repeating an examination for a second time is only permitted for up to three examinations. <sup>3</sup>Repeating a failed examination for a third time is only permissible after subject-specific advising. <sup>4</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.
- (2) Voluntarily repeating examinations that were already passed or the master's thesis is not permitted.
- (3) The repetition of examinations may be held as a different form of examination in accordance with § 11; this is 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**

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

## **§ 21**

### **Access to examination documents**

- (1) Following the conclusion of the examinations process, the candidate may be granted access to his or her graded examination documents including the reviewer's report as well as the record sheets for the examination.
- (2) <sup>1</sup>Such requests are to be made within six months 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 BayVwVfG 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 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 the 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 module examination can be declared failed and, in particularly serious cases, the right to repeat the examination can also be withdrawn and the entire module examination can be declared failed on the final attempt. <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>Upon the student's request, a diploma and a degree certificate for successful completion of the master's examination are to be issued within four weeks of demonstrating completion of the required module credits. <sup>2</sup>The diploma is to include the title of the programme of study. <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, the final grade, all completed module examinations and module element 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 additional credits shall be included on the certificate as long as the student does not submit a request to the contrary. <sup>3</sup>The certificate is to be signed by the chair of examiners. <sup>4</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>5</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>6</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 advisor and the programme coordinator for the master's programme Social & Cultural Anthropology are responsible for questions relating to the degree programme (i.e. structure of the programme, organization of studies, course selection, and questions concerning examinations).

- (3) <sup>1</sup>In the course of the semester, the programme advisor shall offer advising for all students enrolled in the master's programme. <sup>2</sup>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**

### **Entry into effect and termination**

- (1) <sup>1</sup>These regulations go into effect on 21 May 2022. <sup>2</sup>They shall be valid for students enrolling in this programme in Winter Semester 2022/2023 or later. <sup>3</sup>All other students are to carry out their studies under the terms of the previous examination regulations for the master's programme Social & Cultural Anthropology at the University of Bayreuth, dated 15 September 2016 (AB 2016/057) and last amended on 30 June 2020 (AB UBT 2020/052).
- (2) With the entry into force of the present regulations, the Examination and Study Regulations for the Master's Programme Cultural & Social Anthropology at the University of Bayreuth dated 15 September 2016 (AB UBT 2016/057), last amended on 30 June 2020 (AB UBT 2020/052), shall cease to apply subject to the provision in para 1 sentence 3.

\*) 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: Modules, Credit Points, and Examinations

The following provides an overview of the modules and corresponding examinations.

The modules include the following course forms:

Lectures, seminars, colloquia

For the examination forms, the individual alternatives are distinguished by a slash "/".

Examinations marked with (\*) are not relevant for final grades.

### Courses in the compulsory subject and area of emphasis\*)

Area / Modules	Semester hours	Credit points	Examination
<b>A Foundations</b>			
A1 Social and Cultural Theory	2	10	Term paper/ written exam
A2 World Anthropologies	2	10	Term paper/ written exam
A3 Doing Ethnography	2	10	Learning portfolio
<b>Total: Area A</b>	<b>6</b>	<b>30</b>	
<b>B Contemporary Themes in Anthropology</b> In the course of the programme, two thematic courses are taken in module area B. In consultation with the lecturer, one of the courses can also be replaced by independent study with a specific topic and is then concluded with an oral examination.	2 x 2	2 x 8	Term paper/ oral examination
<b>Total: Area B</b>	<b>4</b>	<b>16</b>	
<b>C Guided Research Project</b>			
C1 Guided Research Project (Practical Preparation and Research Proposal)	2	5	Research proposal (*)
C2 Guided Research Project (Fieldwork)		20	Research Report
C3 Guided Research Project (Analysis)	2	5	Learning portfolio
<b>Total area C</b>	<b>4</b>	<b>30</b>	
<b>D Elective Courses</b> In the course of the programme, at least two courses are taken in core elective area D. Possible courses can be taken in MA African Visual and Verbal Arts, MA Intercultural Anglophone Studies, MA Global Change Ecology, MA Development Studies, MA Sociology, MA Global History, MA Study of Religion, MA Philosophy & Economics, BA Minor in Law with		12	The assessment component depends on the selected module / course

<b>Area / Modules</b>	<b>Semes- ter hours</b>	<b>Credit points</b>	<b>Examination</b>
core elective "Law in Africa". Alternatively, three consecutive language courses can be taken here.			
<b>Total: Area D</b>		<b>12</b>	
<b>E Anthropology Lecture Series</b>			
Anthropology Colloquium I	2	2	Regular participation (*) (cf. § 4 para 3)
Anthropology Colloquium II	2	5	Regular participation (*) and presentation (*) (cf. § 4 para 3)
<b>Total: Area E</b>	<b>4</b>	<b>7</b>	
<b>F Master's Thesis and Colloquium</b>			
F1 Master's Colloquium	2	5	Presentation
F2 Master's Thesis		20	Master's thesis
<b>Total: Area F</b>		<b>25</b>	
<b>Total:</b>		<b>120</b>	