

Translation

Unofficial version of the Examination Regulations for the Consecutive Master's Degree Program "Anthropology of the Americas"

(Excerpt from the unofficial version of the Examination Regulations for the Bachelor's Degree Programs (Bachelor of Arts) and Consecutive Master's Degree Programs (Master of Arts) of the Faculty of Arts of the University of Bonn, as amended October 1, 2020)

This unofficial version takes into account:

1. The Examination Regulations for the Bachelor's Degree Programs (Bachelor of Arts) and Consecutive Master's Degree Programs (Master of Arts) of the Faculty of Arts of the University of Bonn dated August 17, 2018 (Official Announcements of the University of Bonn, Year 48, No. 35 of August 29, 2018)
2. The Amendment to the Examination Regulations for the Bachelor's Degree Programs (Bachelor of Arts) and Consecutive Master's Degree Programs (Master of Arts) of the Faculty of Arts of the University of Bonn dated September 9, 2019 (Official Announcements of the University of Bonn, Year 49, No. 38 of September 20, 2019)
3. The Second Amendment to the Examination Regulations for the Bachelor's Degree Programs (Bachelor of Arts) and Consecutive Master's Degree Programs (Master of Arts) of the Faculty of Arts of the University of Bonn dated August 28, 2020 (Official Announcements of the University of Bonn, Year 50, No. 37 of September 10, 2020)
4. The Third Amendment to the Examination Regulations for the Bachelor's Degree Programs (Bachelor of Arts) and Consecutive Master's Degree Programs (Master of Arts) of the Faculty of Arts of the University of Bonn dated July 29, 2021 (Official Announcements of the University of Bonn, Year 51, No. 47 of August 11, 2021)

Note: This unofficial version is only provided for informational purposes. Only the regulations published in the Official Announcements of the University of Bonn shall be legally binding.

Part 1
Scope

§ 1
Scope

(1) The Faculty of Arts of the University of Bonn offers the following bachelor's degree programs/components and consecutive master's degree programs leading to an academic degree of Bachelor of Arts (BA) or Master of Arts (MA), respectively:

1. Degree programs/components in Group 1:

- a. Bachelor's degree programs based on the single-subject option:
 - German-French Studies
 - German-Italian Studies
- b. Bachelor's degree components based on the dual-subject option:
 - Anthropology of the Americas
 - Archaeologies
 - Asian and Islamic Art History (new starting in winter semester 2019/2020)
 - German as a Second and Foreign Language
 - English Studies
 - French Studies
 - German Studies
 - History
 - Ancient Greek Literature and its Tradition
 - Spanish Studies
 - Italian Studies
 - Comparative Literature
 - Art History
 - Ancient Latin Literature and its Tradition
 - Media Studies
 - Mongolian Studies (new starting in winter semester 2019/2020)
 - Philosophy
 - Politics and Society
 - Scandinavian Studies
 - Language and Communication in the Global Media Society
 - South Asian Studies (new starting in winter semester 2019/2020)
- c. Bachelor's degree components based on the major and minor option – Major:
 - Archaeologies
 - English Studies
 - German Language and Literature, Comparative Literature and Cultural Studies
 - History
 - Art History
 - Latin American and Ancient American Studies
 - Philosophy
 - Politics and Society
 - Romance Studies
- d. Bachelor's degree components based on the major and minor option – Minor:
 - Anthropology of the Americas
 - Arabic (new starting in winter semester 2019/2020)
 - Archaeologies
 - Bengali (new starting in winter semester 2019/2020)
 - English Studies
 - French Studies
 - German Language and Literature, Comparative Literature and Cultural Studies
 - History

- Ancient Greek and Latin Literature and its Tradition
- Hindi (new starting in winter semester 2019/2020)
- Spanish Studies
- Indonesian (new starting in winter semester 2019/2020)
- Italian Studies
- Celtic Studies
- Cultural Studies and Cultural Anthropology (new starting in winter semester 2021/2022)
- Art History
- Mongolian (new starting in winter semester 2019/2020)
- Persian (new starting in winter semester 2019/2020)
- Philosophy
- Politics and Society
- Psychology
- Tibetan (new starting in winter semester 2019/2020)
- Turkish (new starting in winter semester 2019/2020)
- Vietnamese (new starting in winter semester 2019/2020)

e. Master's degree programs:

- Anthropology of the Americas
- Applied Linguistics
- Archaeological Sciences
- German-French Studies
- German-Italian Studies
- English Literatures and Cultures
- European and Asian Art History
- German and Comparative Literature
- German Studies
- History
- Interreligious Studies – Philosophy of Religions
- Comparative Literature
- Latin American Cultural Studies/Estudios culturales de América Latina
- Art History
- Linguistics
- Media Studies
- Medieval Studies
- Cultures of Modernity in Music and Sound (new starting in winter semester 2019/2020)
- Philosophy
- Politics
- Provenance Research and the History of Collecting (new starting in winter semester 2019/2020)
- Renaissance Studies
- Romance Studies
- Scandinavian Studies
- Sociology
- Spanish Culture and European Identity
- Transcultural Studies/Cultural Anthropology
- Transnational European and East Asian Culture and History (TEACH) (new starting in winter semester 2019/2020)

2. Degree programs/components in Group 2:

a. Bachelor's degree components based on the dual-subject option:

- Musicology/Sound Studies
- Southeast Asian Studies
- Tibetan Studies
- Comparative Religious Studies

b. Bachelor's degree components based on the major and minor option – Major:

- Asian Studies
- c. Bachelor's degree components based on the major and minor option – Minor:
 - Chinese
 - Japanese
 - Korean
- d. Master's degree program:
 - Asian Studies
- 3. Degree components in Group 3:
 - a. Bachelor's degree component based on the dual-subject option:
 - Indian Studies (discontinued since winter semester 2018/2019)
 - b. Bachelor's degree components based on the major and minor option – Minor:
 - German as a Second and Foreign Language (discontinued since winter semester 2018/2019)
 - Indian Studies (discontinued since winter semester 2018/2019)
- 4. Degree programs in Group 4:
Master's degree programs:
 - Egyptology (discontinued since winter semester 2018/2019; replaced by Archaeological Sciences)
 - Ancient American Studies and Ethnology (discontinued since winter semester 2018/2019; replaced by Anthropology of the Americas)
 - Early Historical Archaeology and Archaeology of the Ancient Roman Provinces (discontinued since winter semester 2018/2019; replaced by Archaeological Sciences)
 - Societies, Globalization and Development (discontinued since winter semester 2018/2019; replaced by Sociology)
 - Classical Archaeology (discontinued since winter semester 2018/2019; replaced by Archaeological Sciences)
 - Cultural Anthropology/Ethnology (discontinued since winter semester 2018/2019; replaced by Transcultural Studies/Cultural Anthropology)
- 5. Degree component in Group 5:
 - b. Bachelor's degree component based on the major and minor option – Minor:
 - Southeast Asian Studies (discontinued since winter semester 2016/2017)
- 6. Degree programs/components in Group 6:
 - a. Bachelor's degree component based on the major and minor option – Minor:
 - Asian and Oriental Languages (discontinued starting winter semester 2019/2020)
 - b. Master's degree program:
 - North American Studies

(2) Students who commence their studies in a degree program in Group 1 or a combination of bachelor's degree components solely in Group 1 starting as of winter semester 2018/2019 are subject to these Examination Regulations.

(3) Students who commenced their studies in a bachelor's degree program in Group 1 or in a combination of bachelor's degree components solely in Group 1 before winter semester 2018/2019 are subject to the Examination Regulations for the Bachelor's Degree Programs of the Faculty of Arts of the University of Bonn dated August 5, 2013 (Official Announcements of the University of Bonn, Year 43, No. 52 of August 30, 2013), as amended by the Third Amendment to Examination Regulations for the Bachelor's Degree Programs of the Faculty of Arts (ER 2013) of the University of Bonn dated August 17, 2018 (Official Announcements of the University of Bonn, Year 48, No. 34 of August 27, 2018), hereinafter referred to as BER FoA 2013. Examinations in accordance with BER FoA 2013 will be admissible until March 31, 2022 for bachelor's degree programs/components in Group 1. The examination board may extend this period by six months upon valid request. Students as defined in sentence 1 who continue their studies under BER FoA 2013 and do not graduate by March 31, 2022 shall adopt these Examination Regulations ex officio on April 1, 2022. Credit for prior academic achievements shall be granted. This shall not affect sentence 3. Students as defined in sentence 1 may irrevocably adopt these Examination Regulations by written request before March 31, 2022. Students studying a combination of bachelor's degree components in Group 1 can only adopt these Examination Regulations for all of their subjects.

(4) Students who commenced their studies in a master's degree program in Group 1 before winter semester 2018/2019 are subject to the Examination Regulations for the Consecutive Master's Degree Programs of the Faculty of Arts of the University of Bonn dated June 18, 2013 (Official Announcements of the University of Bonn, Year 43, No. 30 of July 12, 2013), as amended by the Second Amendment to Examination Regulations for the Consecutive Master's Degree Programs of the Faculty of Arts (ER 2013) of the University of Bonn dated August 17, 2018 (Official Announcements of the University of Bonn, Year 48, No. 33 of August 23, 2018), hereinafter referred to as MER FoA 2013. Examinations in accordance with MER FoA 2013 will be admissible until March 31, 2021 for master's degree programs in Group 1. The examination board may extend this period by six months upon valid request. Students as defined in sentence 1 who continue their studies under MER FoA 2013 and do not graduate by March 31, 2021 shall adopt these Examination Regulations ex officio on April 1, 2021. Credit for prior academic achievements shall be granted. This shall not affect sentence 3. Students as defined in sentence 1 may irrevocably adopt these Examination Regulations by written request before March 31, 2021.

(5) Students who commence their studies in a master's degree program in Group 2 or a combination of bachelor's degree components solely in Group 2 starting as of winter semester 2019/2020 are subject to these Examination Regulations.

(6) Students who commenced their studies in a combination of bachelor's degree components solely in Group 2 before winter semester 2019/2020 are subject to BER FoA 2013. Examinations in accordance with BER FoA 2013 will be admissible until March 31, 2023 for bachelor's degree components in Group 2. The examination board may extend this period by six months upon valid request. Students as defined in sentence 1 who continue their studies under BER FoA 2013 and do not graduate by March 31, 2023 shall adopt these Examination Regulations ex officio on April 1, 2023. Credit for prior academic achievements shall be granted. This shall not affect sentence 3. Students as defined in sentence 1 may irrevocably adopt these Examination Regulations by written request before March 31, 2023. Students studying a combination of bachelor's degree components in Group 2 can only adopt these Examination Regulations for all of their subjects.

(7) Students who commenced their studies in the master's degree program in Group 2 before winter semester 2019/2020 are subject to MER FoA 2013. Examinations in accordance with MER FoA 2013 will be admissible until September 30, 2021 for the master's degree program in Group 2. The examination board may extend this period by six months upon valid request. Students as defined in sentence 1 who continue their studies under MER FoA 2013 and do not graduate by September 30, 2021 shall adopt these Examination Regulations ex officio on October 1, 2021. Credit for prior academic achievements shall be granted. This shall not affect sentence 3. Students as defined in sentence 1 may irrevocably adopt these Examination Regulations by written request before September 30, 2021. Sentences 4 to 7 shall not apply to students in the master's degree program "Asian Studies" with a focus on an area that is no longer offered under these Examination Regulations ("Indian Studies," "Japanese Language and Translation," "Japanese Studies, TEACH," "Korean Language and Translation" and "Korean Studies, TEACH"); these students must continue their studies under MER FoA 2013 and graduate by September 30, 2021, or continue their studies with a different focus under these Examination Regulations.

(8) Students who commence their studies in a combination of a bachelor's degree component in Group 1 and a bachelor's degree component in Group 2 starting as of winter semester 2019/2020 are subject to these Examination Regulations.

(9) Students who commenced their studies in a combination of a bachelor's degree component in Group 1 and a bachelor's degree component in Group 2 in winter semester 2018/2019, are subject to these Examination Regulations for the bachelor's degree component in Group 1 and BER FoA 2013 for the bachelor's degree component in Group 2. The provisions in §§ 28 to 33 of these Examination Regulations shall then apply to both degree components; the provisions for the bachelor's thesis shall be the provisions in the examination regulations for the degree component in which the bachelor's thesis is being written. The

provisions of these Examination Regulations shall apply to elective modules. Paragraph 6 applies accordingly to the bachelor's degree components in Group 2.

(10) Students who commenced their studies in a combination of a bachelor's degree component in Group 1 and a bachelor's degree component in Group 2 before winter semester 2018/2019 are subject to BER FoA 2013. Paragraph 3 applies accordingly to the bachelor's degree components in Group 1 and paragraph 6 applies accordingly to bachelor's degree components in Group 2.

(11) Students who commenced their studies in a combination of a bachelor's degree component in Group 1 or Group 2 and a bachelor's degree component in Group 3 before winter semester 2018/2019 are subject to BER FoA 2013. Paragraph 3 applies accordingly to the bachelor's degree components in Group 1 and paragraph 6 applies accordingly to the bachelor's degree components in Group 2; in the case of an adoption of, or changeover to these Examination Regulations in accordance with paragraph 3 or paragraph 6, paragraph 9 sentences 2 and 3 shall apply accordingly. No further students have been enrolled in the bachelor's degree components in Group 3 since winter semester 2018/2019. Examinations in accordance with BER FoA 2013 will be admissible until March 31, 2022 for bachelor's degree components in Group 3. The examination board may extend this period by six months upon valid request. Bachelor's studies can only be continued after March 31, 2022 in a permissible combination of subjects; sentence 5 remains unaffected.

(12) Students who commenced their studies in a master's degree program in Group 4 before winter semester 2018/2019 are subject to MER FoA 2013. No further students have been enrolled in the master's degree programs in Group 4 since winter semester 2018/2019. Examinations in accordance with MER FoA 2013 will be admissible until March 31, 2021 for master's degree programs in Group 4. The examination board may extend this period by six months upon valid request. Master's studies in a master's degree program in Group 4 cannot be continued after March 31, 2021; sentence 4 remains unaffected.

(13) Students who commenced their studies in a combination of a bachelor's degree component in Group 1 and the bachelor's degree component in Group 5 before winter semester 2016/2017 are subject to BER FoA 2013. Paragraph 3 applies accordingly to the bachelor's degree components in Group 1; in the case of an adoption of, or changeover to these Examination Regulations in accordance with paragraph 3, paragraph 9 sentences 2 and 3 shall apply accordingly. No further students have been enrolled in the bachelor's degree component in Group 5 since winter semester 2016/2017. Examinations in accordance with BER FoA 2013 will be admissible until March 31, 2020 for the bachelor's degree component in Group 5. The examination board may extend this period by six months upon valid request. Bachelor's studies can only be continued after March 31, 2020 in a permissible combination of subjects; sentence 5 remains unaffected.

(14) Students who commenced their studies in a combination of a bachelor's degree component in Group 2 and the bachelor's degree component in Group 6 before winter semester 2019/2020 are subject to BER FoA 2013. Paragraph 6 applies accordingly to the bachelor's degree component in Group 2; in the case of an adoption of, or changeover to these Examination Regulations in accordance with paragraph 6, paragraph 9 sentences 2 and 3 shall apply accordingly. Starting in winter semester 2019/2020, no further students will be enrolled in the bachelor's degree component in Group 6. Examinations in accordance with BER FoA 2013 will be admissible until March 31, 2023 for the bachelor's degree component in Group 6. The examination board may extend this period by six months upon valid request. Bachelor's studies can only be continued after March 31, 2023 in a permissible combination of subjects; sentence 5 remains unaffected.

(14a) Students who commence their studies in the master's degree program in Group 6 before winter semester 2020/2021 are subject to these Examination Regulations.

(15) Students who commenced their studies in the master's degree program in Group 6 before winter semester 2019/2020 are subject to MER FoA 2013. Examinations in accordance with MER FoA 2013 will be admissible until March 31, 2022 for the master's degree program in Group 6. The examination board may extend this period by six months upon valid request. Students as defined in sentence 1 who continue their studies under MER FoA 2013 and do not graduate by March 31, 2022 shall adopt these Examination

Regulations ex officio on April 1, 2022. Credit for prior academic achievements shall be granted. This shall not affect sentence 3. Students as defined in sentence 1 may irrevocably adopt these Examination Regulations by written request before March 31, 2022.

(16) Students who are studying a combination of bachelor's degree components and change one of their degree components, shall be subject to these Examination Regulations for all their degree components after the change.

(17) The following applies to students who are studying one bachelor's degree component in the Faculty of Arts in combination with a bachelor's degree component in another faculty:

- Paragraphs 2 and 3 apply accordingly to students in a bachelor's degree component in Group 1.
- Paragraphs 5 and 6 apply accordingly to students in a bachelor's degree component in Group 2.
- Paragraph 11 applies accordingly to students in a bachelor's degree component in Group 3.
- Paragraph 13 applies accordingly to students in a bachelor's degree component in Group 5.

This does not affect § 2, para. 10.

§ 1a Coronavirus epidemic

If the Rectorate has made use of the authorization to issue provisions concerning academic studies that it was granted under the Ordinance on Overcoming Coronavirus SARS-CoV-2 Epidemic Related Challenges Posed on University Operations (Corona-Epidemie-Hochschulverordnung) dated April 15, 2020, as amended, which was issued based on § 82a of the NRW Higher Education Act, the provisions issued by the Rectorate shall supersede the corresponding provisions in these Examination Regulations.

Part 2

Degree program options, program objective, degree and standard period of study

§ 2 Degree program options

(1) A degree program is defined as a combination of the intended final examination with one academic discipline (bachelor's and master's degree programs based on the single-subject option) or multiple academic disciplines/degree components (combination bachelor's degree programs based on the dual-subject option or major and minor option).

(2) The Faculty of Arts offers the following options for bachelor's degree programs (see Annex 1):

1. Single-subject option
2. Dual-subject option
3. Major and minor option.

(3) A bachelor's degree program based on the single-subject option consists of:

- 156 credit points (CP) for compulsory modules and subject-specific elective modules,
- 12 CP for elective modules (non-discipline-specific area of practice) in accordance with Annex 3 and
- 12 CP for the bachelor's thesis.

The corresponding module structure (Annex 2) governs the compulsory modules and subject-specific elective modules for the academic discipline concerned.

(4) A bachelor's degree program based on the dual-subject option consists of studies in two equally-weighted academic disciplines. This leads to the following overall breakdown:

- 78 CP in each of the two subjects for compulsory modules and subject-specific elective modules,
- 12 CP for elective modules (non-discipline-specific area of practice) in accordance with Annex 3 and
- 12 CP for the bachelor's thesis.

The corresponding module structure (Annex 2) governs the compulsory modules and subject-specific elective modules for the academic discipline concerned.

(5) A bachelor's degree program based on the major and minor option consists of studies in a major subject and a minor subject. This leads to the following overall breakdown:

- 120 CP for modules in the major subject,
- 36 CP for modules in the minor subject,
- 12 CP for elective modules (non-discipline-specific area of practice) in accordance with Annex 3 and
- 12 CP for the bachelor's thesis.

The corresponding module structure (Annex 2) governs the compulsory modules and subject-specific elective modules for the major and minor concerned.

(6) The master's degree program includes 90 CP for modules and 30 CP for the master's thesis. The corresponding module structure (Annex 5) governs the compulsory modules and elective modules for the academic discipline concerned.

(7) Details on modules, admission to courses and the amount of credit points per module are set forth in the respective module structure. The examination board can approve other elective modules for both the subject-specific elective area and elective area (non-discipline-specific area of practice) in addition to the modules listed in the module structure and announce them before the beginning of the semester in accordance with § 9, para. 7.

(8) If permitted by the subject-specific provisions, a degree program can also be pursued part-time.

(9) Profiles, focal points, academic subjects, specializations or ranges of complementary modules must be chosen for individual academic disciplines. The details are governed by the subject-specific provisions.

(10) The degree programs offered based on the dual-subject option and the major and minor option are supplemented by other faculties of the University of Bonn (see the combination matrix in Annex 1). The degree components offered by other faculties are governed by the examination regulations of the faculty offering the degree component. The provisions of these Examination Regulations shall apply to the overall combined bachelor's degree program, provided there are no deviating provisions in the examination regulations for the degree components offered by other faculties.

(11) Some degree programs are conducted as international cooperations with other universities. The subject-specific provisions for these degree programs may include deviating provisions for §§ 2 (Degree program options), 4 (Academic degrees), 5 (Standard period of study, credit point system, curriculum and language of instruction/examinations), 6 (Program admission requirements), 7 (Recognition of and granting credit for academic achievements), 10 (Examiners and assistant examiners), 22 (Submission, evaluation and repetition of the bachelor's thesis) and 24 (Submission, evaluation and repetition of the master's thesis).

§ 3

Objectives of the degree program and purpose of the examination

(1) The bachelor's degree programs of the Faculty of Arts are research-oriented. Students are to acquire the necessary scientific knowledge, skills and methods as well as relevant key qualifications for an occupation in the field, enabling them to conduct sound research, to critically assess and practically apply research findings and methods as well as to act responsibly. This includes giving due regard to changes and requirements in the working world and, if applicable, in cross-disciplinary references.

(2) Students in the bachelor's degree programs are to learn how to apply their knowledge and understanding to their work or career and to develop problem solutions and arguments in their field.

- (3) The bachelor's examination shall lead to conferral of the first higher education degree in the chosen academic discipline or disciplines.
- (4) The consecutive master's degree programs of the Faculty of Arts are research-oriented and some are cross-disciplinary. Students are to acquire the necessary scientific knowledge, skills and methods as well as relevant key qualifications for an occupation in the field, enabling them to conduct sound research, to critically assess and practically apply research findings and methods as well as to act responsibly. This includes giving due regard to changes and requirements in the working world and, if applicable, in cross-disciplinary references. The program objectives mainly focus on
- building expert knowledge regarding current research by expanding the students' basic knowledge;
 - building methodical and analytical competences, enabling students to expand their research findings on their own authority, with a strong emphasis on research methods and strategies.
- (5) Students in the master's degree programs are to learn how to approach complex problems and work on their solution beyond the existing scope of knowledge, using research methods. The cross-disciplinary nature of individual master's degree programs is to enable students to capture cross-disciplinary correlations as well as autonomously apply research methods and findings.
- (6) The master's examination shall lead to conferral of a degree which qualifies the holder for positions demanding extensive skills in the chosen academic discipline.

§ 4 Academic degrees

- (1) Candidates who successfully complete the bachelor's examination for the chosen degree program shall be awarded a Bachelor of Arts (BA) degree by the Faculty of Arts of the University of Bonn.
- (2) Candidates who successfully complete the master's examination for the chosen degree program shall be awarded a Master of Arts (MA) degree by the Faculty of Arts of the University of Bonn.
- (3) A double degree can be acquired in degree programs offered together with a foreign partner university based on the subject-specific provisions.

§ 5 Standard period of study, credit point system, curriculum and language of instruction/examinations

- (1) The standard period of study for a bachelor's degree program, including the bachelor's thesis, is six semesters (180 CP); for the part-time option, the standard period of study, including the bachelor's thesis, is nine semesters (180 CP). The standard period of study for the master's degree program, including the master's thesis, is four semesters (120 CP).
- (2) The contents of the degree program are selected and limited in a manner that the bachelor's or master's examination can be completed within the respective standard period of study. They are organized in modules that, as a rule, consist of courses with a thematic, methodical or systematic connection.
- (3) As a rule, each module is completed by passing a module examination, awarding credit points (CP) in accordance with the European Credit Transfer and Accumulation System (ECTS). One credit point is equivalent to a calculated student workload in contact hours and self-learning of 30 hours.
- (4) Students receive a curriculum as recommendation on how to structure their course of studies. Students may receive an individual study schedule upon request.
- (5) The language of instruction and examinations is German, provided the subject-specific provisions do not stipulate a different language of instruction and examinations.

(6) Studies can, as a rule, only begin in the winter semester; deviations from this are stipulated in the subject-specific provisions.

Part 3

Admission requirements and recognition of academic achievements

§ 6

Degree program admission requirements

(1) Under § 49 of the NRW Higher Education Act, a university entrance qualification certificate (general or subject-specific university entrance qualification) acquired as a rule by successful conclusion of school education in preparation for academic studies, or preparatory education recognized as equivalent, is proof of qualification for a bachelor's degree program in the Faculty of Arts. The subject-specific provisions may stipulate other admission requirements.

(2) Access to the consecutive master's degree programs of the Faculty of Arts requires proof of graduation from a university undergraduate degree program that the master's degree program concerned builds on. The details are governed by the subject-specific provisions.

(2a) Unless the subject-specific provisions stipulate otherwise, applicants must have knowledge of the German language at level C1 or higher according to the Common European Framework of Reference for Languages (CEFR); a university entrance qualification acquired in the German language from a German-language institution, a German language test (e.g. DSH 2, TestDaF at the level TDN 4), or equivalent qualification can be used as proof.

(3) This does not affect admission restrictions due to capacity limits (numerus clausus). If the number of applicants to restricted admission degree programs exceeds the number of places available, the selection of applicants shall be based on the Regulations on Selection Procedures for Degree Programs with Admission Restrictions of the University of Bonn (Ordnung für die Durchführung von Auswahlverfahren in zulassungsbeschränkten Studiengängen) dated June 3, 2009 (Official Announcements of the University of Bonn, Year 39, No. 26 of June 5, 2009), as amended at the time of application.

(4) Students who do not meet the admission requirements stated in para. 2, but have already taken all examinations necessary for graduating from an undergraduate degree program, may already enroll for a master's degree program if there is sufficient proof of their aptitude for that degree program, which is determined with special regard to the average grade for all examinations taken to that point. Enrollment is revoked with effect for the future if necessary proof of meeting the admission requirements is not submitted to the admission office within six months after the date of enrollment.

(5) The subject-specific provisions for the bachelor's degree programs/components can stipulate that prior participation in the online self-assessment (OSA) is required for enrollment; the OSA is used to determine aptitude for the degree program/component concerned. The test results are used for determining the personal study orientation.

§ 7

Recognition of and granting credit for academic achievements

(1) Academic achievements in degree programs at other public or officially recognized universities, at public or officially recognized vocational academies, in degree programs at foreign public or officially recognized universities, or in another degree program at the University of Bonn will be recognized if the acquired skills are deemed equivalent to those that would have been acquired at the University of Bonn; an equivalency assessment is not performed. The examination board assigns credit points for these

achievements to the corresponding modules defined in the curriculum. The same applies to achievements in other degree programs at the University of Bonn. Enrollment may be denied to applicants who failed the final attempt at an examination that cannot be compensated for in a degree program with substantial similarities in content with the chosen degree program.

(2) The question of recognition shall be reviewed with special regard to the significance of differences. In order to determine whether significant differences do or do not exist, the topic, scope and requirements of the academic achievement to be recognized is compared to the same aspects of the academic achievement that the former is to replace. This shall not be done by skeletal comparison but rather in the form of an overall review and evaluation. A difference in the amount of awarded credit points alone does not constitute significant difference. The aforementioned regulations respectively apply to academic achievements in degree programs designed for continued education. Academic achievements are recognized to their full extent if significant difference cannot be determined. If the reviewers, in accordance with the principles described above, find that a certain academic achievement can only be recognized in part, credit points shall partially be assigned to the respective module. The respective module shall only be considered passed when all missing course work and/or examinations are completed; only then, credit points shall be awarded to the extent stipulated in these Regulations. Scope and nature of course work and/or examinations to be completed are at the discretion of the examination board. Equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder of the Federal Republic of Germany and the German Rectors' Conference as well as agreements under university partnerships shall be observed.

(3) In accordance with § 9, para. 4, sentence 2, the examination board has authority over the processes that underlie recognition of or granting credit for academic achievements. The examination board decides which degree programs are related to or show substantial similarities in content with the chosen degree program. Representatives of the relevant departments shall be consulted when reviewing the significance of differences. In case of doubts regarding whether academic achievements completed abroad should be recognized, the Central Office for Foreign Education may be consulted. Students shall be notified within eight weeks of whether an academic achievement is recognized, including information on legal remedies available. In case an achievement is not or only partially recognized, the examination board shall provide the reasons for its decision, thus bearing the burden of proof. If the examination board denies recognition, students may apply for an internal audit to be conducted by the Rectorate.

(4) If examinations are recognized, the same grades—provided grading systems are comparable—shall be added to the student's transcript of records and, weighted with the credit points of the module to which credit points are assigned, considered when calculating the overall grade. If course work is recognized, the entry "pass" shall be made in the student's transcript, not assigning a grade. Should the grading systems not be comparable, the entry "pass" shall also be made in the student's transcript. Recognized academic achievements shall be identified as such in the student's certificate. Academic achievements in degree programs not using the credit point system shall be translated by the examination board into the credit point system, provided that the respective examination is equivalent to the module examinations defined in these Examination Regulations. Such translation must adhere to the scale approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder of the Federal Republic of Germany for comparisons to the ECTS system.

(5) If the requirements defined in para. 1 are met, students are legally entitled to having their academic achievements recognized. The student must provide all information on the academic achievement in question deemed necessary for recognition. Each semester, the examination board defines a deadline in that semester by which applications for recognition must be submitted. Applications submitted after that deadline cannot be processed until the subsequent semester.

(6) Applicants who, due to their performance in a placement test as per § 49, para. 12 of the NRW Higher Education Act, have earned the right to enter the degree program in a higher program-related semester will be granted credit for the knowledge and skills demonstrated in the placement test, with credit points being

assigned to examinations that form part of the bachelor's or master's examination. The examination board is bound to the results of the placement test stated in the certificate.

(7) Upon request, up to 50% of the credit points to be earned pursuant to § 5, para. 1 can be granted towards the chosen degree program for knowledge and qualifications acquired in a manner other than academic studies if the knowledge and qualifications are equivalent in terms of content and level to the academic achievements they are to replace.

§ 8

Admission to individual courses

(1) If admission to a course, due to its nature, purpose or to other reasons, needs to be limited and the number of applications exceeds the defined capacity, the lecturer may file a request with the dean of the faculty to which the module is assigned to manage admissions to that course, giving due regard to § 59 of the NRW Higher Education Act. Criteria for admissions in these cases are stipulated in Annex 6 of these Examination Regulations.

(2) The dean shall define the maximum number of participants in courses with limited capacity. The examination board shall announce capacities at the beginning of each semester.

Part 4

Examination board and examiners

§ 9

Examination board and exam office

(1) The faculty council of the Faculty of Arts shall appoint a joint examination board for the bachelor's degree programs and consecutive master's degree programs of the Faculty of Arts that is to organize examinations and manage the tasks outlined in these Examination Regulations. The dean shall assure that the examination board is able to duly fulfill its tasks and does reliably do so. The dean shall give appropriate instructions for this purpose.

(2) The examination board shall consist of 16 voting members, including

- twelve members from the group of professors (including the dean of studies as the chairperson, and the deputy chairperson); each Department of the Faculty of Arts shall provide at least one member;
- two members from the group of academic staff of the faculty;
- two members from the group of students (one student from a bachelor's degree program/component and one student from a consecutive master's degree program of the faculty).

The faculty council appoints the deputy chairperson and other members separately by group. All professors with a teaching load of at least two course units per week in a bachelor's degree program/component or consecutive master's degree program of the Faculty of Arts are eligible to become members of the examination board. From among academic staff, those who are teaching or previously taught in a bachelor's degree program/component or consecutive master's degree program of the Faculty of Arts, or are involved in the management of one of those degree programs are eligible to become members. From the group of students, those enrolled in a bachelor's degree program/component or consecutive master's degree program of the Faculty of Arts are eligible to become members. For each of the 16 members—except the chairperson and deputy chairperson—a deputy shall be appointed to represent the member in his or her absence. The term of office of members from the group of professors and from the group of academic staff is three years. The term of office of members from the group of students is one year. Members may be re-elected.

(3) The examination board is an administrative body as defined by German administrative procedure law and the German law governing procedure in contentious administrative matters. The faculty shall create an office for administrative support of the examination board.

(4) The examination board shall ensure compliance with the provisions of the Examination Regulations and make certain that the examination procedure is conducted in accordance with regulations. The examination board shall be responsible in particular for recognizing academic achievements as well as handling objections against decisions made within examination procedures. The examination board shall report to the faculty council on a regular, at least annual basis on the development of examination and study periods, including the time taken to complete bachelor's or master's theses and the distribution of overall grades. Once a semester, the examination board shall inform the Student Registry on which students, according to final ruling by the examination board, have failed their final attempt at passing the bachelor's or master's examination in accordance with § 28, para. 9 or § 28, para. 10, respectively. The examination board shall provide input for amendments to the Examination Regulations and curriculums. The examination board may delegate clearly defined tasks to the chairperson. It shall not delegate

- decisions on objections as per sentence 2,
- reviews of decisions on deception and disruption of examinations as per § 26, para. 1, sentences 1 and 2,
- assessments of whether a student repeatedly or otherwise seriously attempted to cheat as per § 26, para. 3,
- decisions on the invalidity of the bachelor's or master's examination and revocation of the bachelor's or master's degree as per § 33 and reporting duties to the faculty council as per sentence 3.

(5) Examination board meetings are not open to the public. All members of the examination board as well as their deputies shall be bound to confidentiality. Members who are not civil servants shall be bound to confidentiality by the chairperson of the examination board. Summary minutes shall be taken as a record of the examination board's discussions and decisions and submitted to the office within ten days after the examination board meeting.

(6) The examination board shall have a quorum when, in addition to the chairperson or their deputy, at least eight more members or their deputies, including at least four members from the group of professors, are present. If, due to unavailability of the chairperson, a meeting is chaired by the deputy chairperson, his/her deputy shall have the right to attend that meeting as a voting member; however the deputy chairperson's deputy can never chair a meeting in the chairperson's place. The examination board shall pass resolutions by simple majority. In the event of a tie vote, the chairperson's vote or, in case of his/her absence, the deputy chairperson's vote shall be the deciding vote. The examination board may adopt resolutions by means of a circulation procedure if none of the members objects. In corresponding application of sentence 1, the examination board shall have a quorum for resolutions voted on using a circulation procedure if the chairperson of the examination board has received the number of member votes stipulated in sentence 1 by the deadline set for the circulation procedure; the resolution is otherwise not passed. Members of the examination board shall have the right to be present during examinations.

(7) Directives, dates set and other communication of the examination board with public relevance shall, giving due consideration to data protection requirements, be made available by public display or in electronic form with legally binding effect. Additional publications of other nature are admissible but not legally binding.

(8) The examination board may include examination office staff involved in the examination procedure for consultation on a regular basis or for individual meetings or agenda items. These staff shall have a right to speak but no right to vote.

§ 10

Examiners and assistant examiners

- (1) The professors and junior professors of the Faculty of Arts are examiners without express appointment by the examination board. This also applies to members of the faculty with postdoctoral qualification ("Habilitation"), contract lecturers and honorary professors, academic staff and lecturers with special responsibilities, provided that the individual person has or had teaching responsibilities during the respective or previous semester. All those holding a position named in sentences 1 and 2 can also act as assistant examiner with no need for an explicit appointment. The examination board has the right to appoint additional examiners and assistant examiners in accordance with § 65 of the NRW Higher Education Act. Assistant examiners must have at least taken the corresponding bachelor's or master's examination or an equivalent examination.
- (2) Module examinations are usually held by the responsible teaching staff on that module. If a teacher, due to illness or other important cause, is not able to hold module examinations in due time, the examination board shall be responsible for the appointment of another examiner for these module examinations.
- (3) Examiners shall be independent of instructions in their conduct of examinations.
- (4) Candidates may propose examiners for their bachelor's or master's thesis. A candidate's proposal should be followed whenever possible; however, it does not substantiate a claim.
- (5) The examination board assures that the candidate is informed of the name of the examiners in due time, as a rule within two weeks before the date of the respective examination.

Part 5

Scope, conduct, form and dates of examinations

§ 11

Scope of the bachelor's or master's examination

- (1) The bachelor's examination consists of
 1. module examinations completed during the course of studies and reflecting the teaching contents of the modules specified in the module structure;
 2. proof that the requirements in the respective module structure for acquiring credit points instead of a module examination are satisfied;
 3. the bachelor's thesis.All examinations are to be completed within the standard period of study stipulated in § 5, para. 1.
- (2) The master's examination consists of
 1. module examinations completed during the course of studies and reflecting the teaching contents of the modules specified in the module structure;
 2. proof that the requirements in the respective module structure for acquiring credit points instead of a module examination are satisfied;
 3. the master's thesis.All examinations are to be completed within the standard period of study stipulated in § 5, para. 1.
- (3) Examinations are completed during the course of studies. As a rule, one module examination is assigned to each module, even when a module consists of more than one course. The grade of the module examination will be indicated on the degree certificate. Students must successfully complete a module in order to be awarded the assigned credit points. A module is considered successfully completed once
 - a. the assigned module examination or all of the assigned examination components of the module have been graded "Sufficient" or higher, or

- b. proof has been provided that the requirements in the module structure for acquiring credit points instead of a module examination are satisfied.
- (4) If a module consists of more than one course, with associated partial module examinations, the credit points will be awarded after the last partial module examination has been passed.
- (5) Examinations are generally held in the language of instruction. Upon request by the student and after consultation with the examiner, examinations or parts of examinations can also be taken in another language related to the degree program. However, no right to take parts of the examination in this language exists.

§ 12

Admission to the bachelor's or master's examination and to module examinations

- (1) The student must apply for admission to the bachelor's or master's examination. This application shall be submitted to the examination board in writing and prior to registration for the first module examination. The following shall be included with the application:
 - 1. Proof that the general and subject-specific admission requirements indicated in § 6, para. 1 and § 6, para. 2 are satisfied;
 - 2. A certificate of enrollment as proof of enrollment as student in the chosen degree program at the University of Bonn;
 - 3. A statement whether the student has failed a final attempt at an examination or the final attempt at the bachelor's or master's examination in the chosen degree program or, at the time of registration for a module examination, is involved in another examination that, if failed, would give cause for denial of enrollment. The same applies to examination procedures of degree programs with substantial similarities in content.
 - 4. In the case of degree programs/components for which profiles, focal points, specializations and ranges of complementary modules are to be chosen: an explanation of which profile, focal point, specialization and which range of complementary modules is chosen; the subject-specific provisions can differ with respect to the choice of profile, focal point, specialization or range of complementary modules.
- (2) The examination board may only admit students to module examinations who
 - 1. can provide proof of meeting the admission requirements as per para. 1; an enrollment certificate of another degree program at the University of Bonn can serve as proof as per para. 1 sentence 3 if this degree program imports the respective module in accordance with its own examination regulations; proof of admission as a cross-registered student in accordance with § 52, para. 1 of the NRW Higher Education Act can serve as proof as per para. 1, sentence 3;
 - 2. meet all requirements that may be stipulated in the module structure for the respective module and module examination.
- (3) Should the candidate not be able to submit documented proof as per para. 1 sentence 3 in the required form, the examination board may allow the candidate to provide proof in another form.
- (4) Admission to the bachelor's or master's examination procedure and module examinations is at the discretion of the examination board.
- (5) The examination board may only deny admission to the procedure where
 - a. documents submitted are incomplete as per para. 1 and/or not submitted as requested by a certain deadline;
 - b. the requirements specified in para. 2 are not met;
 - c. the student has failed a final attempt at an examination that cannot be compensated for or failed the final attempt at the bachelor's or master's examination in the chosen degree program or in a degree program with substantial similarities in content; or

- d. the student is registered for an examination procedure at another university in the chosen degree program or a degree program with substantial similarities in content as per § 7, para. 1, if failing the examination procedure would mean failing the final attempt at the bachelor's or master's examination.

(6) In individual cases, school students who the school and university mutually agree show special talents can be admitted to a bachelor's degree program/component as a junior student outside the Enrollment Regulations for Courses and Examinations (Einschreibungsordnung zu Lehrveranstaltungen und Prüfungen). The admission decision shall be made by the examination board. The academic achievements of the junior student will be recognized for a later study program upon request.

§ 13

Module examinations – registration and withdrawal

- (1) For each module examination, students shall electronically register with the examination board by the prescribed deadline. Where justified, registrations may be submitted in writing. Registration is only possible if, and as long as, the student satisfies the requirements in § 12, para. 2.
- (2) The examination board shall make the examination dates as well as registration periods available by public display or in electronic form; registration periods are cutoff periods.
- (3) Candidates may withdraw from a written or oral examination in writing or electronically without indicating reasons until one week before the examination date. The date of receipt by the examination board prevails. In the case of term papers and course examinations (project reports, seminar talks, presentations, reports, internship reports, portfolios), candidates may not withdraw without giving reasons once topics or places have been assigned.
- (4) Rules for the registration for the bachelor's thesis are defined separately in § 21, para. 2. Rules for the registration for the master's thesis are defined separately in § 23, para. 2.

§ 14

Examination modalities and compulsory attendance

- (1) Module examinations cover the contents and qualification targets of the modules specified in the respective module structure.
- (2) Candidates in module examinations must be students enrolled in the corresponding degree program at the University of Bonn or, respectively, in a degree program at the University of Bonn which imports modules in accordance with its own examination regulations from the degree programs/components covered by these Examination Regulations, or admitted as cross-registered students as defined by § 52, para. 1 of the NRW Higher Education Act.
- (3) In the module examinations, students are to demonstrate the knowledge and competences acquired in the respective module as well as their ability to understand cross-disciplinary correlations. Module examinations can be completed by passing graded partial examinations. Module examinations and partial module examinations can be
- written examinations;
 - oral examinations;
 - term papers;
 - project reports;
 - seminar talks;
 - presentations;
 - reports;
 - internship reports and
 - portfolios.

The type of examination and, if applicable, division into partial module examinations is stipulated in the respective module structure. Deviating from the specifications stipulated in the respective module structure is possible in accordance with § 17, para. 4, § 19, para. 4 and § 20, para. 8; the examination board shall, in conjunction with the examiners, determine the type of examination and, in accordance with § 9, para. 7, announce its decision in due time before the beginning of the semester.

(4) The respective module structure may stipulate that students must have completed certain assignments (course work) prior to taking a module examination. Where required course work has not been completed, students shall not be admitted to the module examination. Upon request filed by the lecturer, the examination board shall, in accordance with § 9, para. 7, announce the specific requirements regarding such course work before the beginning of the semester.

(5) Two examination dates shall be set for all written and oral module examinations. As a rule, the first examination date shall be set at the end of the lecture period in which the module or assigned course is completed. The second examination date shall be set in a manner that the degree program can be properly continued and completed within the standard period of study. The examination board shall announce the examination dates and the lengths of the individual examinations in timely fashion before the beginning of the registration period by public display or an electronic form. Candidates who only take the examination at one of the two examination dates and do not pass the examination are not entitled to another examination date during the current semester.

(6) For courses in which achieving the qualification target requires active participation by students, the applicable module structure may stipulate mandatory regular participation (compulsory attendance) as prerequisite to being admitted to the examination. Before the beginning of the semester, the examination board shall give reasons for its decision on which courses require compulsory attendance. In such cases, the examination board shall also define when participation can be considered regular. Depending on the qualification target, absences of up to 30% are permissible, including absences excused by means of a medical certificate. The examination board shall announce the decisions in sentences 2–4 before the beginning of the semester in accordance with § 9, para. 7.

(7) The following applies when grading examinations:

1. Examinations submitted in writing shall be graded by a minimum of one examiner. Candidates in a bachelor's degree program shall be informed of the results of such examinations within four weeks, and candidates in a master's degree program shall be informed within six weeks.
2. Oral examinations shall always be graded by a minimum of two examiners or by a single examiner in the presence of a competent assistant examiner. A record shall be kept of the essential topics and results of each examination. If the examination is conducted by a single examiner in the presence of an assistant examiner, the examiner shall hear the assistant examiner in private prior to setting a grade. Candidates shall be informed of their grade immediately following the oral examination.

If the examination is conducted by more than one examiner, the grade shall be calculated using the average of the individual grades. Grades shall be averaged in accordance with § 28, para. 2. Resit examinations that cannot be compensated for once the final attempt has been failed shall always be graded by a minimum of two examiners.

(8) The examination board can permit module examinations to be taken in electronic form or using electronic communications. The examination board shall determine the details for conducting these examinations.

§ 15

Compensation for disadvantages

Students who are unable to take an examination in the designated manner due to a disability or chronic illness, or due to maternity law provisions, can submit a request for compensation for disadvantages to the examination board together with suitable proof; the same shall apply to the completion of course work as

specified in § 14, para. 4. Compensation for disadvantages shall be granted on a case-by-case basis. It can, in particular, provide for differences with respect to how the examination is taken, the length of the examination and the use of auxiliary means or support persons. For students with disabilities or chronic illnesses, the entitlement to compensation for disadvantages shall extend to all of the examinations to be taken during the degree program, provided no change is expected in the illness or disability; sentence 2 remains unaffected. In the case of compulsory attendance courses, compulsory internships and compulsory study periods abroad that cannot be completed due to the impairment, even with the support of the university, alternative forms of assessment that can provide equivalent competence and qualifications shall be permitted.

§ 16

Resitting examinations

- (1) Examinations that have been failed or deemed failed may only be repeated twice. Rules for the repetition of the bachelor's thesis are set forth in § 22, para. 7. Rules for the repetition of the master's thesis are defined in § 24, para. 7.
- (2) Students who fail the same compulsory module three times lose their right to examination and are deregistered from the degree program by the Student Registry once the examination board's decision that the final attempt at the bachelor's or master's examination has been failed has come into force.
- (3) Students who fail the same elective module three times in the subject-specific elective module area lose their right to examination in that module. Students who lose their right to examination in two elective modules in a degree program or, in the case of combined bachelor's degree programs, in a degree component, are deregistered from the degree program by the Student Registry once the examination board's decision that the final attempt at the bachelor's or master's examination has been failed has come into force. The subject-specific provisions can include provisions that deviate from those in sentences 1 and 2.
- (4) Students who fail the same elective module three times in the elective module area (non-discipline-specific area of practice) lose their right to examination in that module. In this case, the candidate can compensate by choosing another previously unchosen elective module (non-discipline-specific area of practice).
- (5) Module examinations graded "Sufficient" or higher cannot be repeated.
- (6) In modules with examinations in the form of course assignments (project reports, seminar talks, presentations, reports, internship reports, portfolios), these examinations cannot, as a rule, be repeated in the same semester; the examination concerned can only be repeated by retaking the course (including any required course work).

§ 17

Written examinations

- (1) In written examinations, students are to demonstrate that, within a specific period of time and with limited auxiliary means, they are capable of understanding a problem from the module's thematic field and solve this problem using methods commonly used in that field. The examiners shall announce in a timely manner which auxiliary means may be used during a written examination.
- (2) Written examinations may be handwritten or computer-aided examinations, both conducted under supervision. Computer-aided written examinations are in particular free text or clozes that are completed using a computer.
- (3) Written examinations shall last a minimum of 90 minutes and a maximum of 180 minutes in a bachelor's degree program, and a minimum of 45 minutes and a maximum of 180 minutes in a master's

degree program. § 14, para. 7 applies accordingly. The examination board shall announce the specific examination dates in timely fashion before the beginning of the registration period.

(4) The examination board may, in conjunction with the examiner, decide that instead of a written examination, an oral examination shall be held for the semester concerned that covers the module's subject area provided the work load and qualification target of the module remain unaffected. In accordance with § 9, para. 7, the change in the type of examination shall be announced in due time before the beginning of the semester.

§ 18

Multiple choice model

(1) Written examinations as per § 17 with a minimum of 50 registered candidates may be conducted entirely or in part using the multiple choice model.

(2) The examination questions shall be adapted to the specific knowledge covered in the respective module and facilitate reliable results. The examination questions shall be cooperatively developed by two examiners with at least the same or an equivalent qualification as the one to be determined through that examination. When designing the examination questions, the examiners shall define how many and which answers will be considered correct. The number of answers to be ticked shall be indicated on the task sheet. Questions with only one correct answer shall be considered solved correctly if the correct answer is the only one ticked. If the candidate does not tick the correct answer, ticks a wrong answer or ticks more than the one correct answer, the question shall be graded with 0 points. If there is more than one correct answer, the question shall be graded in proportion to the number of correct answers ticked. If the candidate does not tick any answer or ticks too many answers, the question shall be graded with 0 points.

(3) Before determining the result of an examination, its questions shall be checked for errors with regard to the module's requirements. Erroneous examination questions shall not be considered when determining the result of an examination. The reduced number of examination questions shall be taken into account when grading the examination. A candidate's grade shall not suffer under a reduced number of examination questions. Deducting points in individual examination questions or the examination as a whole shall not be permitted when grading an examination. Offsetting wrong answers with correct answers shall also be prohibited.

(4) Examinations using the multiple choice model shall be considered passed when the candidate reaches a minimum of 50 percent of the total score or a score that does not fall below the average score reached by all candidates in this examination by more than 22 percent.

(5) Results in a multiple choice examination shall be graded as follows: If the candidate reaches the minimum score necessary to pass the examination as per para. 4, the grade shall be

1.0	Very good,	if 90 – 100%	} of points above the necessary minimum score have been reached.
1.3	Very good,	if 80 – < 90%	
1.7	Good,	if 70 – < 80%	
2.0	Good,	if 60 – < 70 %	
2.3	Good,	if 50 – < 60%	
2.7	Satisfactory,	if 40 – < 50%	
3.0	Satisfactory,	if 30 – < 40%	
3.3	Satisfactory,	if 20 – < 30%	
3.7	Sufficient,	if 10 – < 20%	
4.0	Sufficient,	if 0 – < 10%	

Candidates who do not reach the minimum score necessary to pass the examination shall receive the grade "Insufficient".

(6) Deviating from para. 1, written examinations that are resits may partly or entirely be conducted using the multiple choice model on the second examination date, even when not reaching the minimum number of registered candidates, provided that

- the written examination held on the second examination date is equal in level of expertise, difficulty and maximum score to the written examination on the first examination date, and
- the written examinations for the first and second examination dates are developed by the same examiner simultaneously, and
- the decision on which written examination is assigned to which examination date is made by drawing lots.

The written examination held on the second examination date shall be graded using the same grading scale as the one used for the written examination held on the first examination date; the pass score defined for the written examination held on the first examination in accordance with para. 4 shall also apply to the written examination held on the second examination date. Examiners shall confirm in the record that the conditions as per sentence 1 are met.

(7) Should the examination include both multiple choice questions and other questions, the part using the multiple choice model shall be graded in accordance with paras. 2–6. All other questions will be graded following the applicable provisions. The overall grade is calculated from the results of both parts, with results from each part being weighted in relation to the total achievable score. If one part of an examination is failed, this part shall be graded “Insufficient” (5.0) and taken into account as such when calculating the overall grade.

(8) Otherwise, § 17 shall apply accordingly.

§ 19

Oral examinations

(1) In oral examinations, candidates are to demonstrate sound knowledge in the subject of examination, identify correlations and analyze specific questions arising from these as well as provide possible solutions.

(2) Oral examinations shall be conducted by either a panel of several examiners (Kollegialprüfung) or a single examiner in the presence of a competent assistant examiner, with candidates being examined either individually or in a group. If the examination is conducted by a panel of several examiners, the candidate shall be examined by one examiner per subject of examination. This shall not affect the provisions set forth in § 14, para. 7. Each oral module examination shall last a minimum of 15 minutes and a maximum of 45 minutes per candidate. When candidates are examined in a group, each candidate within that group shall be examined for the same amount of time.

(3) Students who wish to take the same oral examination at a later date may be admitted to sit in on the examination, provided that spatial circumstances allow for it and no candidate objects to their presence. The decision shall be made by the examiner, and in the case of examinations conducted by a panel of several examiners (Kollegialprüfung), by the examiners. Students sitting in on an examination shall attend neither the discussion nor the announcement of results. They shall also be prohibited from taking notes during the examination.

(4) The examination board may, in conjunction with the examiner, decide that instead of an oral examination, a written examination shall be held for the semester concerned that covers the module’s subject area provided the work load and qualification target of the module remain unaffected. In accordance with § 9, para. 7, the change in the type of examination shall be announced in due time before the beginning of the semester.

§ 20

Term papers, project reports, seminar talks, presentations, reports, internship reports and portfolios

- (1) For term papers, candidates are to demonstrate that they are able to perform independent research on a limited topic in one of the subject areas of the module using methods commonly used in that field and to present this in writing in a manner that satisfies scientific requirements. Each term paper shall be 10–20 DIN A4 pages or 20,000 to 40,000 characters in length, including spaces and annotations, for a bachelor's degree program, and 15–25 DIN A4 pages or 30,000 to 50,000 characters in length, including spaces and annotations, for a master's degree program. Candidates shall have a minimum of two and a maximum of twelve weeks to prepare a term paper after receiving the topic. Registration for a term paper, including topic specification, cannot take place until the semester in which the course work specified in § 14, para. 4 is performed. The latest deadline for a term paper is March 31 in a winter semester and September 30 in a summer semester; these deadlines are to be taken into account when specifying the preparation time indicated in sentence 3.
- (2) As a rule, project reports show a candidate's ability to work in a team and, in particular, the ability to develop, implement and present concepts. Candidates are to demonstrate that they can define objectives and develop cross-disciplinary problem-solving approaches and concepts for a complex assignment. Research results can be presented in a practical format (exhibition, presentation, homepage, publication, film, blog, etc.) for course projects. Candidates shall have a minimum of two and a maximum of twelve weeks to prepare a project report after receiving the topic. In the case of group project reports, it must be possible to clearly identify and grade the contribution of each individual candidate, and the contribution must satisfy the requirements in sentence 1. The presentation shall be a minimum of 10 and a maximum of 30 minutes long for each candidate. Project reports must be completed by the end of the semester in which the respective course is offered (by March 31 for courses in the winter semester and by September 30 for courses in the summer semester).
- (3) Seminar talks are oral presentations that last a minimum of 10 minutes and a maximum of 30 minutes for a bachelor's degree program, and a minimum of 15 minutes and a maximum of 45 minutes for a master's degree program. In a seminar talk, candidates demonstrate their ability to comprehensibly present the results they obtained using scientific methods and explain them in a discussion. Candidates shall have a minimum of one and a maximum of twelve weeks to prepare a seminar talk after receiving the topic. Seminar talks must be held in the semester in which the course is offered (no later than the last day of the course).
- (4) Presentations consist of a media-supported, oral presentation and a written document. Presentations show a candidate's ability to apply the methods used in their discipline to work on a limited question from the module's subject area using original scientific texts and individual research and use media (e.g. poster or slideshow) to present the results in accordance with scientific standards and summarize them in writing. A presentation shall last a minimum of 10 minutes and a maximum of 25 minutes in a bachelor's degree program, and a minimum of 15 minutes and a maximum of 30 minutes in a master's degree program. The written document shall be 5–10 DIN-A4 pages or 10,000 to 20,000 characters in length, including spaces and annotations. Candidates shall have two to twelve weeks to prepare a presentation (oral presentation and written work) after receiving the topic. Presentations must, as a rule, be completed during the course of the semester in which the respective course is offered (by March 31 for courses in the winter semester and by September 30 for courses in the summer semester).
- (5) Reports are written summaries of individual scientific research or field trips in which candidates comprehensibly present the sequence and results of their work or field trips. Reports are based on notes, original scientific texts and individual research. Their layout, structure and scope (5–15 DIN-A4 pages or 10,000 to 30,000 characters, including spaces and annotations) shall reflect that of scientific publications. Candidates shall have a minimum of one and a maximum of twelve weeks to prepare a report after receiving the topic of the scientific research or field trip. Reports must, as a rule, be prepared and submitted by the end of the semester in which the associated course is offered (by March 31 for courses in the winter semester and by September 30 for courses in the summer semester).

(6) Internship reports shall provide a written description and assessment of the internship work and field of activity. Internship reports shall be 5–10 DIN A4 pages or 10,000 to 20,000 characters in length, including spaces and annotations, for a bachelor's degree program, and 5–15 DIN A4 pages or 10,000 to 30,000 characters in length, including spaces and annotations, for a master's degree program. Candidates shall have a minimum of one and a maximum of twelve weeks to prepare an internship report after the end of the internship. Registration for an internship report cannot take place until the semester in which the required course work specified in § 14, para. 4 is performed.

(7) Portfolios are collections of material with comments by the candidate and/or documentation related to seminars, internships, subject-related practical projects, tutoring and mentoring activities. The examiner shall specify the structure of the portfolio. As a rule, in addition to a collection of documents, the portfolio also includes an introduction and reflection. The scope of a portfolio can vary; all of the elements specified in the structure must be included. Candidates shall have a minimum of one and a maximum of twelve weeks to prepare a portfolio. Portfolios must, as a rule, be submitted by the end of the semester in which the respective course is offered (by March 31 for courses in the winter semester and by September 30 for courses in the summer semester).

(8) The examination board may, in conjunction with the examiner, change the type of examination for a module for the respective semester as follows, provided the work load and qualification target of the module remain unaffected:

- a. Reports and portfolios are interchangeable.
- b. Term papers and presentations are interchangeable.

In accordance with § 9, para. 7, the change in the type of examination shall be announced in due time at the beginning of the semester.

(9) Otherwise, the provisions for grading oral and written assignments stipulated in § 14, para. 7 apply accordingly.

Part 6 Bachelor's thesis

§ 21

Registration, topic and scope of the bachelor's thesis

(1) The bachelor's thesis is an examination in the form of a written assignment in which candidates are to demonstrate their ability to conduct research on, develop a solution for and appropriately present a problem from the field of the chosen bachelor's degree program within a specified period of time, on their own authority and using scientific methods.

(2) Students must register their bachelor's thesis with the examination board. Where justified, registrations may be submitted electronically. The examination board shall announce the deadline by which a bachelor's thesis must be registered for the candidate to complete the bachelor's degree program within the standard period of study.

(3) In a degree program based on the major and minor option, the topic of the bachelor's thesis should, as a rule, come from the major subject. A topic from the minor is possible if the content and/or methodology is related to the major. In a degree program based on the dual-subject option, the topic of the bachelor's thesis should, as a rule, come from one of the two subjects chosen. An interdisciplinary topic in both subjects is possible if supervision is provided by an examiner for each subject. When registering their bachelor's thesis, students must indicate their choice of examiners for the thesis.

(4) Any examiner may assign the topic for the bachelor's thesis in accordance with § 10, para. 1. As a rule, the examiner who assigned the topic also acts as supervisor of the bachelor's thesis. Permission from the

examination board shall be required when an external university professor who is active in research and teaching is to assign the topic for and supervise the bachelor's thesis or when the candidate is to complete their thesis at a facility outside the University, which shall only be granted if appropriate supervision by an examiner can be assured.

(5) The topic for the bachelor's thesis shall only be issued when the candidate has acquired a minimum of 108 CP and has met all of the requirements stipulated in the module structure. The examination board shall issue the topic for the bachelor's thesis. A record shall be kept of the topic and the date of issue. Prior to registration of the bachelor's thesis, students shall be given the opportunity to submit proposals for the research area from which the topic of their bachelor's thesis shall be taken; they shall not, however, have the right to a topic from a specific area. Upon request by the student, the examination board shall assure that the student receives a topic for his/her bachelor's thesis in due time as per para. 9.

(6) Candidates may reject a bachelor's thesis topic only once and only within the first month after its issue. Rejecting a topic does not count as a failed attempt. The new topic issued to the candidate must be substantially different from the initial topic.

(7) The bachelor's thesis cannot be approved in the form of a group thesis.

(8) The text portion of the bachelor's thesis must be a minimum of 70,000 characters in length, including spaces and annotations (or 35 DIN A4 pages) and a maximum of 120,000 characters in length, including spaces and annotations (or 60 DIN A4 pages).

(9) Passing the bachelor's thesis awards 12 CP, corresponding to 360 hours in student workload. It shall be completed within a maximum period of three months. The examination board shall determine the deadline by which the bachelor's thesis must be submitted and notify the student of that deadline. Topic, task and scope of the bachelor's thesis shall be limited in a way that candidates may complete it under reasonable requirements within the specified period. Upon valid request and in conjunction with the supervisor, the examination board may grant an extension by a maximum of six weeks. As a rule, the topic of the bachelor's thesis is issued in the middle of the fifth semester; for the part-time option, it is issued, as a rule, in the middle of the eighth semester.

§ 22

Submission, evaluation and repetition of the bachelor's thesis

(1) Candidates shall submit their bachelor's thesis in triplicate to the examination board (in both print and a digital format suitable for electronic evaluation); a record shall be made of the time and date of submission. Candidates may not withdraw an already submitted bachelor's thesis. Bachelor's theses that are not submitted by the stated deadline shall be graded "Insufficient".

(2) Candidates shall declare in writing when submitting their bachelor's thesis that the particular thesis is their own work, that they used only those sources and resources cited in the thesis and that they have marked citations as such. In particular, a bachelor's thesis is considered not to be the candidate's own work if the content or structure and organization of the discussion of the thesis topic are specified by third parties. The examination board can require that the candidate provide an affidavit to this effect.

(3) Bachelor's theses shall be evaluated and graded by two examiners. One of the examiners shall be the person who assigned the topic of the bachelor's thesis; the second examiner shall be appointed by the examination board from among the group of examiners as defined by § 10, para. 1. Among these examiners, at least one examiner must be a member of the University of Bonn. The candidate shall be entitled to propose examiners but shall not have a right to being assigned a specific examiner.

(4) The examiners shall each determine a grade separately and provide the reasons for the grade they assigned in writing in accordance with § 28, para. 1. When the difference between the two grades is less than

2.0, they shall be averaged together for the final grade for the bachelor's thesis. When the difference is 2.0 or more or one of the grades is "Insufficient", the examination board shall appoint a third examiner for review of the bachelor's thesis. In this case, the two better grades shall be averaged together for the final grade. Grades shall be averaged in accordance with § 28, para. 2. A bachelor's thesis may, however, only be awarded the grade "Sufficient" or higher when at least two of the individual grades were "Sufficient" or higher.

(5) Examiners shall submit their reviews of the bachelor's thesis within six weeks after the submission deadline.

(6) Candidates who receive the grade "Sufficient" or higher for their bachelor's thesis are awarded 12 CP.

(7) Bachelor's theses graded "Insufficient" or deemed failed may be repeated once. The topic of the second bachelor's thesis may be chosen from the same area as the topic of the first bachelor's thesis but must be substantially different in nature. The candidate may reject the proposed topic for their bachelor's thesis within the period specified in § 21, para. 6 only if they did not make use of this option with their first bachelor's thesis. Should the second bachelor's thesis also be graded "Insufficient", the candidate shall have failed their final attempt at the bachelor's examination, losing their right to examination and being deregistered from the degree program by the Student Registry once the examination board's decision has come into force.

(8) The subject-specific provisions could include supplementary or deviating specifications.

Part 7 Master's thesis

§ 23

Registration, topic and scope of the master's thesis

(1) The master's thesis is an examination in the form of a written assignment in which candidates are to demonstrate their ability to conduct research on, develop a solution for and appropriately present a problem from the field of the chosen master's degree program within a specified period of time, on their own authority and using scientific methods.

(2) Students must register their master's thesis with the examination board. Where justified, registrations may be submitted electronically. The examination board shall announce the deadline by which a master's thesis must be registered for the candidate to complete the master's degree program within the standard period of study.

(3) When registering their master's thesis, students must indicate their choice of examiners for the master's thesis.

(4) Any examiner may assign the topic for the master's thesis in accordance with § 10, para. 1. As a rule, the examiner who assigned the topic also acts as supervisor of the master's thesis. Permission from the examination board shall be required when an external university professor who is active in research and teaching is to assign the topic for and supervise the master's thesis or when the candidate is to complete their thesis at a facility outside the University, which shall only be granted if appropriate supervision by an examiner can be assured.

(5) The topic for the master's thesis shall only be issued when the candidate has acquired a minimum of 60 CP and has met all of the requirements stipulated in the module structure. The examination board shall issue the topic for the master's thesis. A record shall be kept of the topic and the date of issue. Prior to registration of the master's thesis, students shall be given the opportunity to submit proposals for the research area from which the topic of their master's thesis shall be taken; they shall not, however, have the

right to a topic from a specific area. Upon request by the student, the examination board shall assure that the student receives a topic for his/her master's thesis in due time as per para. 9.

(6) Candidates may reject a master's thesis topic only once and only within the first two months after its issue. Rejecting a topic does not count as a failed attempt. The new topic issued to the candidate must be substantially different from the initial topic.

(7) The master's thesis cannot be approved in the form of a group thesis.

(8) The text portion of the master's thesis must be a minimum of 120,000 characters in length, including spaces and annotations (or 60 DIN A4 pages) and a maximum of 200,000 characters in length, including spaces and annotations (or 100 DIN A4 pages).

(9) Passing the master's thesis awards 30 CP, corresponding to 900 hours in student workload. It shall be completed within a maximum period of six months. The examination board shall determine the deadline by which the master's thesis must be submitted and notify the student of that deadline. Topic, task and scope of the master's thesis shall be limited in a way that candidates may complete it under reasonable requirements within the specified period. Upon valid request and in conjunction with the supervisor, the examination board may grant an extension by a maximum of six weeks. As a rule, the topic of the master's thesis is issued in the middle of the third semester.

§ 24

Submission, evaluation and repetition of the master's thesis

(1) Candidates shall submit their master's thesis in triplicate to the examination board (in both print and a digital format suitable for electronic evaluation); a record shall be made of the time and date of submission. Candidates may not withdraw an already submitted master's thesis. Master's theses that are not submitted by the stated deadline shall be graded "Insufficient".

(2) Candidates shall declare in writing when submitting their master's thesis that the particular thesis is their own work, that they used only those sources and resources cited in the thesis and that they have marked citations as such. In particular, a master's thesis is considered not to be the candidate's own work if the content or structure and organization of the discussion of the thesis topic are specified by third parties. The examination board can require that the candidate provide an affidavit to this effect.

(3) Master's theses shall be evaluated and graded by two examiners. One of the examiners shall be the person who assigned the topic of the master's thesis; the second examiner shall be appointed by the examination board from among the group of examiners as defined by § 10, para. 1. Among these two examiners, at least one examiner must be a member of University of Bonn and at least one examiner must have a doctorate. The candidate shall be entitled to propose examiners but shall not have a right to being assigned a specific examiner.

(4) The examiners shall each determine a grade separately and provide the reasons for the grade they assigned in writing in accordance with § 28, para. 1. When the difference between the two grades is less than 2.0, they shall be averaged together for the final grade for the master's thesis. When the difference is 2.0 or more or one of the grades is "Insufficient", the examination board shall appoint a third examiner for review of the master's thesis. In this case, the two better grades shall be averaged together for the final grade. Grades shall be averaged in accordance with § 28, para. 2. A master's thesis may, however, only be awarded the grade "Sufficient" or higher when at least two of the individual grades were "Sufficient" or higher.

(5) Examiners shall submit their reviews of the master's thesis within eight weeks after the submission deadline.

(6) Candidates who receive the grade "Sufficient" or higher for their master's thesis are awarded 30 CP.

(7) Master's theses graded "Insufficient" or deemed failed may be repeated once. The topic of the second master's thesis may be chosen from the same area as the topic of the first master's thesis but must be substantially different in nature. The candidate may reject the proposed topic for their master's thesis within the period specified in § 23, para. 6 only if they did not make use of this option with their first master's thesis. Should the second thesis also be graded "Insufficient", the candidate shall have failed their final attempt at the master's examination, losing their right to examination and being deregistered from the degree program by the Student Registry once the examination board's decision has come into force.

(8) The subject-specific provisions could include supplementary or deviating specifications.

Part 8

Procedural irregularities and protective regulations

§ 25

Cancellation, default, withdrawal and reprimand

(1) Candidates may, without giving reasons, electronically (in the examination management system) cancel their registration for module examinations with the examination board up to the deadlines indicated in § 13, para. 3; if this is not possible, cancellation can also be submitted in writing. The date of receipt by the examination board prevails.

(2) If a candidate withdraws from an examination after the cancellation deadline without good cause, the examination is graded "Insufficient". The same applies when a candidate fails to appear to an examination or to submit an assignment within the specified period of time (default).

(3) Candidates who have registered for an examination but have good cause to withdraw from that examination, especially due to illness, may do so regardless of the cancellation deadline. The examination board shall be notified of such withdrawals immediately and in writing. Candidates shall immediately provide a written statement credibly substantiating the grounds for their withdrawal or default. In cases of illness, candidates shall present a medical certificate proving their inability to participate in the examination or, respectively, submit their assignment on time. Candidates who withdraw from an examination due to illness after the start of the examination and assignment of the respective task must consult a medical examiner that same day of the examination to obtain a certificate proving their inability to continue the examination. The examination board may, in individual cases, require the submission of a certificate from a medical examiner designated by the University if there are sufficient factual indications that the candidate would in fact have been able to participate in the examination or, respectively, submit their assignment on time or if the examination board deems other proof appropriate in that case. As a rule, it is not possible to withdraw from an examination after the start of the examination, especially when the candidate has already seen, or otherwise obtained knowledge of, the examination result. If the examination board accepts a medical certificate allowing for withdrawal due to illness or other good cause given by the candidate, the examination attempt shall be deemed void.

(4) Candidates shall immediately reprimand any deficiencies related to an examination with the respective examiner or proctor. The reprimand shall be entered into the record and asserted in front of the examination board. If the examination board accepts the reprimand, the examination attempt shall be deemed void.

§ 26

Deception and disruption of examinations

(1) Candidates who try to influence the outcome of an examination through deception or the use of inadmissible auxiliary means shall receive the grade "Insufficient"; the respective examiner or proctor shall identify deception or use of inadmissible auxiliary means, include it in the record and notify the examination

board. The respective examiner or proctor may bar any candidate from continuing an examination who, despite a warning, disrupts the orderly conduct of the examination; in such cases, the examination shall be deemed failed and graded "Insufficient". A record shall be made of the reasons for barring the candidate from the examination.

(2) Candidates may, within a period of two weeks, request that decisions taken pursuant to para. 1, sentences 1 and 2 be reviewed by the examination board.

(3) In cases of repeated or otherwise grave attempts at deception, the candidate may be deregistered from the degree program. The examination board shall determine whether the candidate's attempt at deception was repeated or otherwise grave. Deregistration of students due to deception is at the rector's discretion. Deregistration is carried out by the Student Registry.

(4) Violation of the provisions in these Examination Regulations regarding deception in examinations is an administrative offense. This administrative offense may be subject to a fine of up to EUR 50,000. As competent administrative authority, the chancellor of the University of Bonn shall pursue and fine administrative offenses pursuant to sentence 1.

§ 27

Protective regulations

(1) Regulations on maternity leave stipulated in the Maternity Protection Act (MuSchG) as amended shall be respected; students shall provide all necessary proof. All time frames stipulated in these Examination Regulations shall be suspended by maternity leave; time frames for periods of assessment shall not include periods of maternity leave. The examination board shall notify the student of newly determined examination deadlines once all necessary proof has been submitted.

(2) Allowances shall likewise be made on application for parental leave under the Parental Allowance and Parental Leave Act (BEEG) as amended. Candidates shall notify the examination board in writing of the period(s) during which they wish to take parental leave, enclosing necessary substantiating documentation, at least four weeks prior to the date on which they wish to enter parental leave. The examination board shall determine whether the statutory requirements have been met which would lead to an employee being entitled to parental leave under the BEEG and shall inform the candidate immediately of its findings and, if applicable, any new examination deadlines. Time frames for the completion of assignments may not be interrupted by a period of parental leave. The assignment topics shall be deemed not issued. The candidate shall receive a new topic at the end of their parental leave. This does not affect § 25, para. 3, sentence 1.

(3) Allowances shall likewise be made on application for leave taken for the care of spouses, registered partners, direct relatives, second-degree indirect relatives or first-degree in-laws who are in need of care. The examination board shall review whether the requirements defined by sentence 1 are met. The application is to be submitted as soon as these requirements are met. Relevant documentation shall be attached to the application. The examination board shall immediately notify the candidate of the result and, if applicable, of the new examination deadlines. Time frames for the completion of assignments may not be extended based on such leave taken. The assignment topics shall be deemed not issued. The candidate shall receive a new topic at the end of their leave. This does not affect § 25, para. 3, sentence 1.

Part 9
Grading and final documentation

§ 28

Grading of examinations, grading system and pass requirements for the bachelor's or master's examination

(1) The grade for each examination shall be determined by the respective examiners. The following grading system shall be used:

1	Very good	Excellent achievement
2	Good	Achievement well above average requirements
3	Satisfactory	Achievement corresponding to average requirements
4	Sufficient	Achievement that still meets necessary requirements despite deficiencies
5	Insufficient	Achievement that does not satisfy requirements due to substantial deficiencies

In order to produce a graduate grading scale and provide a more nuanced evaluation, individual grades may be raised or lowered by values of 0.3; grades 0.7, 4.3, 4.7 and 5.3 shall not be admissible. If the examination is conducted by more than one examiner, the grade shall be calculated using the average of the individual grades. Grades shall be averaged in accordance with para. 2.

(2) Only the first decimal place after the decimal shall be used when calculating the grades for individual modules, individual subjects, or overall performance; all further decimal places shall be dropped without rounding off.

(3) A module examination shall be deemed passed when the module is graded at least "Sufficient". If a module grade includes more than one examination component, it shall be calculated using the individual examination weights indicated in the module structure. This does not affect § 11, para. 3, sentence 4. The grading scale for modules is:

With an average grade up to and including 1.5	= Very good
With an average grade from 1.6 up to and including 2.5	= Good
With an average grade from 2.6 up to and including 3.5	= Satisfactory
With an average grade from 3.6 up to and including 4.0	= Sufficient
With an average of 4.1 or higher	= Insufficient

(4) Candidates in a bachelor's degree program shall be informed of the grades earned in written assignments within four weeks, and in a master's degree program within six weeks at the latest following the submission deadline. Candidates shall be informed of the grade earned for the bachelor's thesis within six weeks at the latest, and the grade awarded for their master's thesis within eight weeks at the latest following the submission deadline. In accordance with the applicable data protection regulations, results shall be made available by public display or in electronic form via the examination management system; as a rule, results are to be made available before the standard period of study ends.

(5) Candidates shall have passed the bachelor's examination when – based on the degree program option – they have passed all necessary modules as per § 2, para. 3, 4 and 5 as well as the bachelor's thesis and have thus been awarded a total of 180 CP.

(6) Candidates shall have passed the master's examination when they have passed all necessary modules as per § 2, para. 6 as well as the master's thesis and have thus been awarded a total of 120 CP.

(7) Subject grades are calculated using all of the graded modules in an academic discipline (except for the bachelor's or master's thesis). Each grade from individual modules shall be weighted by multiplying it with the number of credit points assigned to the respective module. The sum of these individually weighted grades is then divided by the total number of credit points for all of the graded modules in the academic discipline (weighted average). If more credit points have been acquired for elective modules than required for the academic discipline concerned, the subject grade shall be calculated by scaling the credit points acquired for the elective modules. They shall be multiplied by a scaling factor equal to the ratio of the number of credit points required for electives in the academic discipline divided by the number of credit points actually acquired for elective modules in the academic discipline. When weighting the module grades in accordance with sentence 2, the scaled credit points for the elective modules shall be used. Modules marked "pass" due to lack of comparability between grading systems shall not be included when calculating the grade for the subject.

(8) The overall grade for the bachelor's or master's examination is the weighted average of the subject grade or subject grades and the grade for the bachelor's or master's thesis. The credit points specified in § 2, para. 3 to 6 shall be used for the weighting. Para. 3, sentence 4 applies accordingly. Deviating from this, the overall grade shall be "Excellent" if the overall grade is no lower than 1.3 and the bachelor's or master's thesis has been graded "Very good" (1.0). The elective modules (non-discipline-specific area of practice) specified for the bachelor's degree program are not included in the calculation of the overall grade.

(9) The final attempt at the bachelor's examination shall be deemed failed when
the candidate has three times failed to pass a module examination in a compulsory module as defined by § 11, para. 3, sentence 4, letter a or, respectively, § 16, para. 2;
the candidate has, pursuant to § 16, para. 3, lost their right to examination in two elective modules in a degree program/component; or
- the bachelor's thesis has been graded "Insufficient" in the second attempt.

(10) The final attempt at the master's examination shall be deemed failed when
the candidate has three times failed to pass a module examination in a compulsory module as defined by § 11, para. 3, sentence 4, letter a or, respectively, § 16, para. 2;
- the candidate has, pursuant to § 16, para. 3, lost their right to examination in two elective modules in a degree program; or
- the master's thesis has been graded "Insufficient" in the second attempt.

§ 29 Certificate

(1) The candidate shall be notified of the results of their successful bachelor's or master's examination in a provisional certificate as soon as all grades have been submitted. A certificate shall thereafter be issued in German. Candidates may also receive an English translation of their certificate on application. The subject-specific provisions can specify that the certificate be issued in more than one language. The certificate shall include the following information:

- The chosen degree program;
- All modules for which credit points were earned;
- The semester in which credit points were earned;
- The grades received for the individual examinations;
- The topic and grade of the bachelor's or master's thesis;
- Any profile/focal point/specialization/range of complementary modules for the chosen degree program;
- The date of the last examination and
- The overall grade of the bachelor's or master's examination.

(2) The certificate shall state the date of issue. The certificate shall be stamped with the seal of the examination board and signed by the chairperson of the examination board.

- (3) Candidates who have or are deemed to have failed their final attempt at the bachelor's or master's examination shall be issued a written notification thereof by the examination board, including information on legal remedies available.
- (4) Candidates who leave the University without a degree shall, after deregistration and on application, be issued a transcript including a list of all completed course work and examinations. This transcript shall be limited to those parts of the student's course of study which were successfully completed. In addition, a notification may be issued on application that indicates which examinations the student did not pass or still needs to complete in order to pass the bachelor's or master's examination.
- (5) For degree programs conducted as cooperations with other universities, the subject-specific provisions can include supplementary or deviating provisions.

§ 30 Diploma

- (1) Along with the certificate of the bachelor's or master's examination, candidates shall receive a Bachelor's or Master's Diploma, respectively, issued the same day in German stating that the candidate has been awarded the academic degree as per § 4. The diploma will be accompanied by an English translation. The subject-specific provisions can specify that the diploma be issued in more than one language. Diplomas shall be signed by the dean of the Faculty of Arts and stamped with the seal of the Faculty.
- (2) For degree programs conducted as cooperations with other universities, the subject-specific provisions can include supplementary or deviating provisions.

§ 31 Diploma Supplement

The Bachelor's or Master's Diploma shall be augmented by a Diploma Supplement. The Diploma Supplement is a standard document in English and German that shall include the following information:

- Essential contents of the program underlying the degree;
- The course of studies;
- The competences acquired with the degree;
- Information on the accreditation of the degree program and
- Information on the university awarding the degree.

The Diploma Supplement shall give a relative classification of the overall grade of the bachelor's or master's examination on the ECTS grading scale.

§ 32 Access to examination records

- (1) Candidates shall, on application, be granted access to their examinations, the examiners' written reviews as well as records of oral examinations; applications must be submitted within three months after notification of the examination result. This does not affect § 29 of the Administrative Procedure Act (Verwaltungsverfahrensgesetz).
- (2) Candidates shall, on written application within three months after the examination board has issued the certificate as per § 29, be granted access to their examination records. This does not affect § 29 of the Administrative Procedure Act (Verwaltungsverfahrensgesetz).
- (3) The examination board shall determine when and where the examination records may be accessed and notify the candidate hereof in due time. The examination board shall determine the details concerning the possibility of preparing copies or other true reproductions, and shall announce them pursuant to § 9, para. 7. Copies and other reproductions of examination records or parts thereof are only intended for

candidates to pursue their own rights arising under the legal examination relationship and are therefore only to be used by the candidates, or made available to persons engaged by the candidates to safeguard their legal interests. Any other duplication or distribution of copies or other reproductions is not permitted.

§ 33

Invalidity of the bachelor's or master's examination and revocation of the bachelor's or master's degree

- (1) Should it become known after the certificate has been issued that the candidate used deception in an examination, the examination board may correspondingly correct the grades for those examinations or the thesis in which the candidate used deception as well as the overall grade and declare the entire examination or parts thereof failed.
- (2) Should it become known after the certificate has been issued that the candidate had not met the requirements for admission to the examination, and should this have happened without any fraudulent intent on the part of the candidate, this defect shall be remedied by the candidate's successful completion of the examination. Should the candidate have wrongfully secured admission with intent, the examination board shall decide on the legal consequences in accordance with the Administrative Procedure Act.
- (3) Candidates shall be heard before the examination board makes a decision.
- (4) The incorrect certificate shall be withdrawn and, where applicable, a new certificate shall be issued. If one or more examinations are declared failed due to deception, the incorrect certificate also makes the Bachelor's or Master's Diploma and all other graduation documentation void. Decisions pursuant to para. 1 and para. 2, sentence 2 may be taken only for a period of five years after the issue of the certificate.
- (5) Should the bachelor's or master's examination be deemed altogether failed, the bachelor's or master's degree shall be revoked by all of the faculties concerned and the corresponding diploma as well as all other graduation documentation shall be withdrawn.

Part 10 Concluding provisions

§ 33a Transitional provisions

- (1) The following shall apply to examination procedures that were begun but not yet successfully completed by September 30, 2019, for modules
 - that are no longer offered based on the October 1, 2019 version of these Examination Regulations,
 - for which an examination is replaced by multiple partial examinations, or vice versa, based on the October 1, 2019 version of these Examination Regulations, or
 - for which the type of examination is changed based on the October 1, 2019 version of these Examination Regulations:The examination board shall specify the details for repeating the examinations and shall announce them in accordance with § 9, para. 7.
- (2) The following shall apply to examination procedures that were begun but not yet successfully completed by September 30, 2020, for modules
 - that are no longer offered based on the October 1, 2020 version of these Examination Regulations,
 - for which an examination is replaced by multiple partial examinations, or vice versa, based on the October 1, 2020 version of these Examination Regulations, or
 - for which the type of examination is changed based on the October 1, 2020 version of these Examination Regulations:

The examination board shall specify the details for repeating the examinations and shall announce them in accordance with § 9, para. 7.

(3) The following shall apply to examination procedures that were begun but not yet successfully completed by September 30, 2021, for modules

- that are no longer offered based on the October 1, 2021 version of these Examination Regulations,
- for which an examination is replaced by multiple partial examinations, or vice versa, based on the October 1, 2021 version of these Examination Regulations, or
- for which the type of examination is changed based on the October 1, 2021 version of these Examination Regulations:

The examination board shall specify the details for repeating the examinations and shall announce them in accordance with § 9, para. 7.

§ 34

Entry into force and publication

These Examination Regulations shall enter into force on the day after their publication among the Official Announcements of the University of Bonn.

Annex 5

Master's: Subject-specific provisions

1 Anthropology of the Americas

1.1 Subject-specific provisions

1.1.1 Re § 5 (Standard period of study, credit point system, curriculum and language of instruction/examinations)

- a) Courses and examinations are held in English and Spanish.
- b) The master's degree program "Anthropology of the Americas" starts in both the summer and winter semester.

1.1.2 Re § 6 (Program admission requirements)

- a) The master's degree program "Anthropology of the Americas" is open to applications from graduates from a university undergraduate degree program in anthropology of the Americas or Latin American and ancient American studies, or a related field. The applicants must also provide proof that a minimum of 24 CP were acquired for modules in the fields indicated in sentence 1 to acquire the previous academic degree.
- b) The previous academic degree must have been completed with a grade of at least 2.3.
- c) Applicants who do not graduate from an undergraduate degree program until the semester in which they are applying for enrollment in a master's degree program must submit proof of registration of their bachelor's thesis or an equivalent research paper, and completion of at least 132 CP with a minimum average grade of 2.0.
- (d) English skills at level B2 or higher according to the Common European Framework of Reference for Languages (CEFR) are a prerequisite for admission to the degree program and to be proved by submitting a recognized language certificate (e.g. TOEFL, IELTS) or equivalent proof.

1.1.3 Recommendations

Knowledge of the Spanish language gained from at least three school years or corresponding language courses that build on one another at universities or language and cultural institutes (level A2 based on the Common European Framework of Reference for Languages (CEFR)) is recommended for the master's degree program "Anthropology of the Americas."

1.2 Module structure for Anthropology of the Americas

Module structure key:

- Abbreviations of course types: GS = guided independent study, F = field trip, C = colloquium, I = internship, PE = practical exercise, PLE = practical language exercise, S = seminar, T = tutorial, E = exercise, L/P = lecture/plenum
- Marked with asterisk (*): Courses for which the examination board may, pursuant to § 14, para. 6, require compulsory attendance as prerequisite for participation in the module examination (field trips, language courses, internships and practical exercises as well as comparable courses). In these cases, compulsory attendance is an additional requirement to other listed course work.
- The column "Course Type" shows the type of a course within the module.
- The column "Duration/Study Semester" shows the duration of the module (in semesters) and assigns it to a specific study semester.
- The column "Course work" shows requirements that must be met for admission to certain examinations pursuant to § 14, para. 4 or, respectively, to acquire credit points in modules without an examination.

Further details on individual modules, especially regarding the courses offered within or required for completion of a module, are described in the module guide, which the examination board will make available before the beginning of the respective semester, pursuant to § 9, para. 7.

The examination board may approve further elective modules and shall announce them before the beginning of the semester, pursuant to § 9, para. 7.

Compulsory Modules (25 CP)

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561101800	Primary Sources of the Americas	2/1st-3rd	L/P, S	none	Content: - Introduction to Primary Historical Sources and their analysis - Study of Primary Historical Sources (textual, narrative, visual) Objective: - Ability to undertake critical analysis of primary source materials and to identify research questions and desiderata	Written and/or oral requirements	Term paper	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561101900	Ethnohistory	2/1st-3rd	L/P, S	none	Content: - Introduction to current debates in ethnohistory - Advanced knowledge of ethnohistorical sources and terminology in the Americas Objective: - reflection on ethnohistorical research questions in diachronic perspective and to analyze the concept of "the Other" in a historiographical context.	Written and/or oral requirements	Term paper	10
561102000	Master colloquium	1-2/3rd-4th	S*, C	none	Content: - Theoretical and methodological preparation of a research project, with - Subject matter and regional specialization Objective: - Practical implementation of a research project or application-oriented study with different presentation possibilities (e.g. website, film, documentary, radio feature, oral presentation).	Written and/or oral requirements	Presentation	5

Master's thesis (30 CP)

	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
	Master's thesis	6 months/3rd-4th	none	60 CP	The master's thesis is an examination in the form of a written assignment in which candidates are to demonstrate their ability to conduct research on, develop a solution for and appropriately present a problem from the field of the master's degree program "Anthropology of the Americas" within a specified period of time, on their own authority and using scientific methods.	none	Master's thesis	30

Elective modules I (60 CP. 6 modules must be chosen.)

Basic and advanced modules on Amerindian languages cannot be chosen if they have already been passed during the bachelor's degree program.

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561102100	Archaeology of the Americas	2/1st-4th	L/P, S	none	Content: - Advanced study of archaeological research in the Americas, including current debates - Detailed study of the archaeology of selected Precolumbian societies or regions Objective: - Advanced knowledge of archaeological methods and theories and their application in the Americas	Written and/or oral requirements	Term paper	10
561102200	Writing Systems and Record Keeping in the Americas	2/1st-4th	S	none	Content: - Introductory and advanced classes on indigenous writing systems, record-keeping, and iconography (e.g. Maya hieroglyphic writing, Náhuatl writing, khipu, tocapu) - Loss and preservation of indigenous writing systems in the colonial era and modern revitalization movements. Objective: - Knowledge of structure, organization and function of non-European writing systems.	Written and/or oral requirements	Term paper	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561102300	Quantitative Research Methods in Archaeology	2/1st-4th	PE*	none	Content: - Practical application of software-based archaeological data processing, in particular data acquisition and use, - Use of relational database systems, geographic data, geographic information systems (GIS), and statistics software - Basic knowledge of computer programming languages - Basic knowledge of archaeometry - Objective: Practical experience with software systems in archaeological data processing	PE I*: Portfolio PC II*: Class presentation or written handout	Project report	10
561102400	Methods and Theories in Anthropology	2/1st-4th	L/P, S	none	Content: - Advanced knowledge of anthropological research areas and theories in their national as well as in an international context - Application of empirical research methods including the collection and analysis of qualitative/quantitative data Objective: - Ability to contextualize one's own cultural perception of social conditions (e.g. eurocentrism, ethnocentrism) - Advanced knowledge in anthropological research methods and disciplinary skills	Written and/or oral requirements	Term paper	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561102500	Indigenous Societies of (Latin) America	2/1st-4th	L/P, S	none	Content: - Comparative or detailed regional study of social structures, forms of political organization, religions (cosmology, oral traditions, mythology), indigenous concepts of body and gender, economic strategies and forms of production Objective: - Ability to embed regional studies in theoretical approaches (including hybridization, ethnicity/identity, transculturality, nationalism and interpretation of history)	Written and/or oral requirements	Term paper	10
561102600	Cultural Anthropology in the Americas	2/1st-4th	L/P, S, E	none	Content: - Regional ethnographies - Discussion of approaches in social/cultural anthropology and their specific application to (indigenous) societies in the Americas - Exploration of socio-cultural diversity across the Americas and the impact of colonialism and globalization on processes of cultural transformation in indigenous societies Objective: Advanced knowledge of current anthropological and ethnographic research on indigenous communities in the Americas.	Written and/or oral requirements	Oral examination	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561107900	Basic Module Amerindian Language: Náhuatl	2/1st-4th	PLE*	none	Content: - Basic introduction to Náhuatl (grammar and vocabulary) - General survey of Náhuatl language research history - Introduction to the study of primary sources Objective: - Oral and written language use, practice of translation	Written and/or oral requirements	Written examination	10
561108000	Basic Module Amerindian Language: Yucatec Maya	2/1st-4th	PLE*	none	Content: - Basic introduction to Yucatec Maya (grammar and vocabulary) - General survey of Yucatec Maya language research history - Introduction to the study of primary sources Objective: - Oral and written language use, practice of translation	Written and/or oral requirements	Written examination	10
561108100	Basic Module Amerindian Language: Kaqchikel	2/1st-4th	PLE*	none	Content: - Basic introduction to Kaqchikel (grammar and vocabulary) - General survey of Kaqchikel language research history - Introduction to the study of primary sources Objective: - Oral and written language use, practice of translation	Written and/or oral requirements	Written examination	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561108200	Basic Module Amerindian Language: Quechua	2/1st-4th	PLE*	none	Content: - Basic introduction to Quechua (grammar and vocabulary) - General survey of Quechua language research history - Introduction to the study of primary sources Objective: - Oral and written language use, practice of translation	Written and/or oral requirements	Written examination	10
561108300	Advanced Module: Amerindian Language: Náhuatl	2/1st-4th	PLE*	Basic Module Amerindian Language: Náhuatl (561107900)	Content: - Continued extension of Náhuatl language acquisition (grammar and vocabulary) - Advanced translation practice - Introduction to selected indigenous literatures (origin, themes, prevalence) and contemporary revitalization movements Objective: - Language use and translation practice	Written and/or oral requirements	Term paper	10
561108400	Advanced Module: Amerindian Language: Yucatec Maya	2/1st-4th	PLE*	Basic Module Amerindian Language: Yucatec Maya (561108000)	Content: - Continued extension of Yucatec Maya language acquisition (grammar and vocabulary) - Advanced translation practice - Introduction to selected indigenous literatures (origin, themes, prevalence) and contemporary revitalization movements Objective: - Language use and translation practice	Written and/or oral requirements	Term paper	10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561108500	Advanced Module: Amerindian Language: Kaqchikel	2/1st-4th	PLE*	Basic Module Amerindian Language: Kaqchikel (561108100)	Content: - Continued extension of Kaqchikel language acquisition (grammar and vocabulary) - Advanced translation practice - Introduction to selected indigenous literatures (origin, themes, prevalence) and contemporary revitalization movements Objective: - Language use and translation practice	Written and/or oral requirements	Term paper	10
561108600	Advanced Module: Amerindian Language: Quechua	2/1st-4th	PLE*	Basic Module Amerindian Language: Quechua (561108200)	Content: - Continued extension of Quechua language acquisition (grammar and vocabulary) - Advanced translation practice - Introduction to selected indigenous literatures (origin, themes, prevalence) and contemporary revitalization movements Objective: - Language use and translation practice	Written and/or oral requirements	Term paper	10
537143000	Media and Culture in Latin America	2/3rd-4th	The subject-specific provisions for the master's degree program "Latin American Cultural Studies" apply to this module.					10
	Globalisierung und Entwicklung I (GLE I) [Globalization and development, I]	1/2nd	The subject-specific provisions for the master's degree program "Soziologie" apply to this module. Module consists of two seminars, given in German language. Content: - Ansätze der klassischen Entwicklungssoziologie/Entwicklungspolitik - Unterscheidung von sozial- bzw. politikwissenschaftlichen Ausrichtungen Objective: - Advanced knowledge of entwicklungssoziologischer/entwicklungspolitologischer Theorie insb. im Bereich der Globalisierungsforschung					10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
Geo B7	Geomatics	1/1rd or 3rd			The legal provisions on examinations for the "Geography" bachelor's degree program in the corresponding examination regulations, as amended on the date of registration for the module examination, apply to this module.			10
561107300	Dialoge: Forschungsfelder der Kulturanthropologien	1/1rd and 3rd			The subject-specific provisions for the master's degree program "Transcultural Studies/Cultural Anthropology" apply to this module.			10
556105900	Processes and Practices of Popular Culture	1/2 nd or 4th			The subject-specific provisions for the master's degree program "North American Studies" apply to this module.			10
536133400	Transdisciplinary Perspectives	1-2/1 st to 4th			The subject-specific provisions for the master's degree program "North American Studies" apply to this module.			10
560101800	Museum Studies: Collection, Research and Storage	2/3rd-4th			The subject-specific provisions for the master's degree program "Provenance Research and the History of Collecting" apply to this module.			10
560101900	Museum Studies: Exhibition and Mediation	2/3rd-4th			The subject-specific provisions for the master's degree program "Provenance Research and the History of Collecting" apply to this module.			10

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
560102000	Museum Studies: Law, Management and Marketing	2/3rd-4th			The subject-specific provisions for the master's degree program "Provenance Research and the History of Collecting" apply to this module.			10

Elective Modules II (5 CP. 1 module must be chosen.)

Module Number	Module Name	Duration/Study Semester	Course Type	Admission Requirements	Subject (content) of Examination and Qualification Objective	Course work	Type of Examination	CP
561102700	Internship A	1/1st-4th	L, I*	none	Content: - Acquaintance with careers related to the Anthropology of the Americas Objectives: - Reflection on personal career interests, perspectives, and requirements	Requirements for acquiring credit points: Submission of an internship certificate, internship report (5 pages)	none	5
561102800	Internship B	1/1st-4th	L, I*	none	Content: - Working experience in museums - Managing material culture - Competences in editing and publishing - Organization and administration of a specialized library Objectives: - Knowledge of key career qualifications and lines of work	Requirements for acquiring credit points: Submission of an internship certificate, internship report (5 pages)	none	5

Annex 6

Regulations for admission to courses

If admission to a course, due to its nature, purpose or to other reasons, needs to be limited and the number of registrations exceeds the defined capacities, it is handled as follows:

Students shall be admitted in the following order:

- **Group 1:**
Students who are enrolled at the University of Bonn, for whom, according to the curriculum, participation in this course is mandatory and who are in the same or a higher study semester as/than the one specified for participation in the curriculum, provided they
 - a. were kept from registering for the course due to a delay in the first semester, or
 - b. were not selected in a random selection procedure at least once in the past;
- **Group 2:**
Students who are enrolled at the University of Bonn and who are in the same or a higher study semester as/than the one specified for participation in the curriculum, and who do not belong to Group 1;
- **Group 3:**
All other students enrolled at the University of Bonn who are eligible for participation in this course pursuant to the curriculum;
- **Group 4:**
All other students.

This does not affect further admission requirements. Within the groups – except Group 4 – students who have collected the largest number of credit points for this degree program or for another degree program at the University of Bonn that imports modules from this degree program shall have priority. Remaining places are allocated by drawing lots.