



SCHOOL OF BUSINESS ADMINISTRATION
AND ECONOMICS

EXAMINATION REGULATIONS FOR THE MASTER'S
PROGRAM IN "ECONOMICS"

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Part One: General Provisions

Section 1 Applicability

These examination regulations apply to the consecutive Master's program in Economics at the School of Business Administration and Economics at Osnabrück University.

Section 2 Purpose and Aims of the Examination

- (1) The Master's examination constitutes the second recognized professional qualification.
- (2) The purpose of the Master's examination is to establish whether a candidate has acquired an in-depth and broad understanding of their field, has acquired the competences and methods used in the field of Economics, understands points of intersection within the discipline, and is in a position to engage in independent academic work, to apply academic findings and/or add to them by accessing new approaches, and to understand their relevance for society and professional practice.

Section 3 Standard Program Duration, Structure, Scope and Examinations

- (1) The program consists of modules in accordance with Section 4 and a Master's thesis in accordance with Section 12.
- (2) ¹The standard program duration, i.e. the period in which the Master's program can be successfully completed, is 4 semesters including the Master's thesis. ²The Master's program is subdivided into the following components: the mandatory component, the required electives component, and the final thesis.
- (3) The volume of work for the whole Master's program amounts to 120 ECTS credit points (CP): 10 CP must be taken in the mandatory component, 90 CP in the required electives component, and 20 CP in the Master's thesis.
- (4) There are three content areas from which students can choose their modules:
 - a) Business Administration
 - b) Economics and Methods
 - c) General Competences
- (5) The structure of the program is set out in the following table:

	Semester	CP
Mandatory Component	1st-2nd	10
WIWI-01050	Advanced Methods of Business Administration and Economics	
Required Electives Component	1st-4th	90
Subsection 7	Minimum requirements in the required electives component	
Subsection 8	Optional specialization - Empirical Economics - Sustainability, Behavior and Environmental Policy	

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	Semester	CP
Master's Thesis	4	20
Section 12	Master's thesis in the fields of Economics and Methods or Business Administration	
Sum of all credit points in the Master's program	1st-4th	120

- (6) In the mandatory component, students are required to take the mandatory module listed in subsection 5 worth a total of 10 CP (mandatory module).
- (7) ¹In the required electives component, students must take modules amounting to a total of 90 CP in the fields of Economics and Methods, Business Administration, and General Competences (required electives modules). ²In doing so, they must fulfil the following requirements:
1. Students must take at least 60 CP of required elective modules in the field of Economics and Methods, of which at least 30 CP shall be taken in lectures and supplementary study classes (Übungen) and at least 10 CP in seminars.
 2. Students must take at least 10 CP of required elective modules in the field of Business Administration. ²Students who are not in possession of either a German higher education entrance qualification or a university degree from a German university can be exempted from this requirement upon application.
- (8) ¹By choosing selectively from the modules in the required electives component, students may, within the framework of the Master's program, develop one of the following specializations:
1. Empirical Economics,
 2. Sustainability, Behavior and Environmental Policy.
- ²Within each specialization, students must take at least 40 CP of required elective modules. ³The development of a specialization can be made conditional upon earning a given number of CP from a more limited selection of modules (cf. overviews of the specializations in the module catalogue). ⁴If the conditions set down in sentences 2 and 3 are fulfilled, the student may upon application and after passing the Master's examination have their chosen specialization added to their final record of Master's examination and their Master's certificate. ⁵The conditions under subsection 7 remain unaffected.
- (9) ¹The module catalogue of the School of Business Administration and Economics contains, for the Master's program in Economics, information about the modules available, their classification under mandatory or required electives components as well as the classification of the required electives in the areas under subsection 4 and the specializations under subsection 8. ²If an additional, new module is offered, the Dean of Studies will decide after hearing the associated examiners on the classification of the module in accordance with sentence 1.

Section 4 Modules, Admission to Modules, Module Examinations

- (1) ¹A module is a self-contained, thematically coherent, examinable unit which structures the teaching and learning of specific competences. ²Modules generally consist of several module components (e.g. lectures, supplementary study classes, tutorials). ³Students should be able to complete a module within two consecutive semesters.
- (2) ¹Modules are generally completed by students passing a module examination on the basis of which grades and credit points are awarded. ²A module examination is based on each module's respective competence targets.

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- (3) ¹For module examinations, examiners can use different formats of coursework examinations (Section 10). ²As an alternative or supplement to the module examination, examiners may also use coursework certificates (Section 11). ³Examiners may make coursework certificates a prerequisite for issuing credit points.
- (4) Examination prerequisites, e.g. the successful completion of supplementary study class work, may be a condition for participation in coursework examinations.
- (5) Descriptions of the qualification targets, content and examination requirements of all modules in the mandatory component and the required electives component can be found in the module catalogue of the Business Administration and Economics department (Lehreinheit) and are part of these examination regulations.
- (6) ¹The examination committee is entitled to restrict or prevent admissions to courses in Master's modules whenever it is necessary to do so on grounds of limited capacity. ²In such cases, students in the Master's programs of the School of Business Administration and Economics have priority over students in the Bachelor's programs of the School of Business Administration and Economics and over students of other programs who are studying under an agreement that allows them to take modules at the School of Business Administration and Economics as a minor subject. ³Groups of students in accordance with sentence 2 have priority over other students.

Section 5 Credit Points

- (1) ¹Credit points are awarded to students as proof that they have successfully completed courses and examinations in accordance with the EU Framework Directive for the European Credit Transfer System (ECTS). ²The number of credit points is independent of the grade awarded to a piece of work. ³It is however a precondition for the awarding of the credit points allocated to a module that students must pass the module in accordance with Section 17.
- (2) ¹The number of credit points which can be acquired corresponds to the student workload which, on average, is necessary to acquire the competences taught in the module, successfully complete the module and all its constituent parts and/or the final thesis. ²The workload is measured in hours and includes class attendance and time spent on preparatory and follow-up work, study papers and theses etc, examination preparation, examinations and self-study. ³One credit point equates to 30 hours of work on average.
- (3) ¹Students may only earn credit points in the Master's program in Economics in modules that are a constituent part of this Master's program in accordance with Section 3 subsection 5, through the accreditation of examinations in accordance with Section 21, and from the Master's thesis in accordance with Section 12. ²Section 27 remains unaffected.
- (4) As soon as a student has within the scope of the Master's examination earned 100 credit points from module examinations in accordance with the provisions set down in Section 3 subsections 5 to 9, they may earn no additional credit points.

Section 6 Master's Examination

- (1) The Master's examination consists of coursework examinations taken in the program modules amounting to 100 credit points in accordance with Section 10 and/or equivalent coursework certificates in accordance with Section 11, as well as a Master's thesis worth 20 credit points in accordance with Section 12.

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- (2) The Master's examination is classified as passed when all of the required modules and/or examinations in accordance with subsection 1 in conjunction with Section 3 subsections 5 to 9 have been passed, and the Master's thesis has been awarded at least the grade "sufficient (4.0)".
- (3) The Master's examination counts as "irrevocably failed" when
1. one of the modules in accordance with Section 3 subsections 5 to 9 has been awarded the grade "fail (5.0)" or is deemed to have been a "fail (5.0)" and it is not possible to retake it or replace it with another module,
 2. or the Master's thesis has been awarded the grade "fail (5.0)" or is classified as a "fail (5.0)" and it is not possible to retake it.

Section 7 University Degree

When the candidate has passed their Master's examination, the School of Business Administration and Economics awards them the university degree of Master of Science (M. Sc.) in Economics.

Section 8 Examination Committee

- (1) ¹The Dean of Studies in the School of Business Administration and Economics is entitled to delegate his or her responsibility for organizing and administering examinations in accordance with Section 45 subsection 3 sentence 1 of the Lower Saxony Higher Education Act (NHG) to an examination committee. ²These examination regulations assume such a delegation shall take place. ³Irrespective of whether such a delegation does or does not occur, the terms "examination committee" and "head of the examination committee" in the following provisions shall be understood as being synonymous with the "Dean of Studies". ⁴The examination committee is elected by the school executive board. ⁵The examination committee ensures that the examinations are administered properly. ⁶It ensures that the provisions of the Lower Saxony Higher Education Act (NHG), the Constitution and the Rules of Procedure of Osnabrück University as well as these examination regulations are adhered to. ⁷The examination committee or the body appointed by it keeps the examination files.
- (2) ¹The examination committee has five members, as follows:
- three members representing the status group of professors and senior academic assistants,
 - one member representing the status group of staff members with an entitlement to teach, and
 - one member representing the student body.
- ²The members of the examination committee and their deputies are elected separately by their respective status group in the school executive board. ³The term of office for the examination committee members is two years, and one year for the student member. ⁴Re-election is permissible. ⁵The student member has only a consultative role regarding the evaluation and accreditation of examinations and coursework.
- (3) ¹The examination committee elects a chairperson as well as a deputy chairperson from amongst its members. ²These must be members of the status group of professors and senior academic assistants.
- (4) ¹The examination committee passes resolutions by a majority of valid votes; abstentions are regarded as non-votes. ²In the event of a tied vote, the chair has a casting vote. ³The examination committee is quorate when
- the majority of its members,
 - the chairperson or the deputy chairperson and
 - at least two university professors and/or senior academic assistants

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are present.

- (5) ¹The examination committee can also pass resolutions in written or electronic circulation procedures. ²This is not admissible if a member opposes the procedure. ³A circulation procedure requires a period of at least one week. ⁴On forwarding the resolution documents, the chairperson requests that the members who are eligible to vote take a vote on the proposed resolution within the circulation period. ⁵The resolution comes into effect at the end of the circulation period, providing the necessary majority of members vote in favour of the resolution. ⁶The resolution also enters into force if all members who are eligible to vote have submitted their votes prior to the expiry of the circulation period and the required majority has been achieved.
- (6) ¹The examination committee may confer revocable authority upon the chairperson or the deputy chairperson. ²The examination committee may make use of the services of the office (examination office) it has commissioned to perform its duties. ³The chairperson prepares resolutions for the examination committee and implements them. ⁴He or she provides the examination committee with regular reports on these activities.
- (7) ¹Sessions of the examination committee are not open to the public. ²The members of the examination committee and their deputies are bound to confidentiality. ³If they are not in public service, they must be bound to confidentiality by the chairperson.
- (8) The Dean of Studies and members of the examination committee are entitled to attend examinations as observers.
- (9) Sessions of the examination committee must be recorded in written minutes which document the essential content of any discussions and the decisions taken by the examination committee.

Section 9 Examiners and Minute Takers

- (1) ¹The examination committee appoints examiners and minute takers. ²Persons who are members of Osnabrück University or another university may be appointed as examiners; they must be independently entitled to teach the relevant examination subject or part of it. ³Contract teachers in accordance with Section 34 Lower Saxony Higher Education Act (NHG) may be appointed as examiners. ⁴Teachers for specific purposes and persons with experience in professional practice and training can be appointed as examiners within the scope of their teaching assignment. ⁵In addition, research associates who are in possession of a PhD and who are engaged in the independent teaching of topics related to the subject of the examination may be nominated as examiners. ⁶In exceptional circumstances, an examination committee may also nominate other persons as examiners.
- (2) ¹Only persons who themselves hold the qualification that the examination is to ascertain or hold an equivalent qualification can be appointed as examiners and minute takers. ²The school executive board decides on exceptions to the above.
- (3) In the case of module examinations, the following persons do not require formal nomination by the examination committee: Professors, senior academic assistants and junior professors whose main work is at the School of Business Administration and Economics at Osnabrück University, honorary professors of the School of Business Administration and Economics and professors from other schools at Osnabrück University who are co-opted members of the School of Business Administration and Economics.
- (4) ¹The examination committee ensures that students are informed of their examiners' names in good time, i. e. as a rule at least two weeks before the date of the examination in question. ²It is sufficient for the names to be published by posting on a notice board or notification on the internet in compliance with the provisions of Data Protection Law. ³The provision in accordance with Section

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12 subsection 4 sentence 3 remains unaffected.

- (5) ¹The examiners discharge their examination duties independently. ²Examiners and minute takers must comply with Section 8 subsection 7 sentences 2 and 3 accordingly (confidentiality).

Section 10 Coursework Examination Formats

- (1) ¹Admissible coursework examination formats are:
- a) term paper (subsection 2),
 - b) oral examination (subsection 4)
 - c) presentation with discussion (subsection 4),
 - d) presentation with discussion and written composition (subsection 5),
 - e) presentation (subsection 6),
 - f) written examination (subsection 7),
 - g) multiple choice written examination (subsection 8),
 - h) course project (subsection 9),
 - i) empirical study and experimental work (subsection 10),
 - j) supplementary study class work (subsection 11),
 - k) colloquium (subsection 12).

²Further equivalent examination formats may be provided for in the module description and must be defined therein. ³It is possible to combine examination formats within a module or a module component if this is required to attain the module targets. ⁴The coursework examinations can also be completed in an electronic format or with the use of electronic media if this method is approved by the examiners.

- (2) ¹A term paper is a piece of independent work on and appropriate documentation of a subject-related task which is completed within a specified time frame which shall as a rule not exceed six weeks. ²It includes in particular the informational and material research, the structuring of content, the writing of an outline and the composition of the paper itself in accordance with the customary requirements of academic papers. ³The examiner may extend the period of time set for the completion of the term paper once in exceptional, substantiated circumstances by up to half the stipulated time set for completing the work. ⁴The candidate may be given the opportunity to make proposals for the task. ⁵The candidate's proposals do not establish a claim.
- (3) ¹In the oral examination, candidates will demonstrate in particular that they possess a broad overview of their field and are able to locate specific problems within it. ²The oral examination takes place in the presence of at least two examiners (panel) or in the presence of one examiner and one minute taker who is knowledgeable in the field; the examination may be held as an individual examination or as a group examination. ³ Minute takers must give their feedback prior to grading. ⁴Oral examinations last at least 15 minutes and no longer than 60 minutes per candidate. ⁵The essential content of the examination and the grade awarded for the examination shall be recorded in minutes. ⁶These minutes shall be signed by the examiners or the examiner and the minute taker. ⁷The candidate is informed of the result of the examination after it has ended.
- (4) A presentation with discussion consists of the presentation and communication of one subject from the topics covered in a module using relevant literature in an oral presentation as well as in a subsequent discussion.

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- (5) A presentation with discussion and written composition consists of:
- a) the independent and in-depth written discussion of a subject from among the topics covered in a module using and evaluating relevant literature,
 - b) the presentation and communication of a subject in an oral presentation as well as in a subsequent discussion.
- (6) A presentation consists of the description of a given topic drawing on suitable materials and media as is customary for an oral lecture.
- (7) ¹A written examination requires a candidate to work on a suitable topic set by the examiner and to apply the current methods of the subject, in a fixed time, with limited support materials and under supervision. ²The period of time allocated for its completion is between 30 minutes and three hours.
- (8) ¹Written examinations can also take the form of multiple choice (MC) examinations. ²Examiners are obliged to agree the modalities of points allocation and make these known in an appropriate manner. ³The examinations may be corrected using appropriate technology. ⁴In all other cases, subsection 7 shall apply accordingly. ⁵If the MC questions constitute more than 25% of the overall grade of the coursework examination, the following applies:
1. MC examination questions can be designed as simple multiple-choice tasks (only one answer is correct) or manifold multiple-choice tasks (several answers are correct).
 2. ¹When an examination question is formulated, information will be provided about when one answer for a simple multiple-choice question is required or when several answers are possible. ²The maximum number of points possible for each question shall also be stipulated. ³An examination question cannot be awarded fewer than 0 points, i. e. no minus or malus points may be awarded for incorrect answers. ⁴The examination questions may be given a weighting factor in order to reflect the difficulty of the question. ⁵The stipulations of sentences 1 to 4 must be kept on record. ⁶If the examination does not consist entirely of MC questions, the students must be informed what proportion of the MC questions are included in the overall grade of the examination.
 3. ¹The examiners shall check whether the examination questions are correct prior to determining the test result. ²If this scrutiny shows that any individual examination questions are incorrect, these may not be taken into account when determining the result. ³When assessing the examination, the reduced number of examination questions shall be used as the basis for grading.
 4. For the overall assessment of the student's examination performance or the proportion of MC questions, the points scored in all MC questions are added to a total score, where relevant taking into account the weighting factors stipulated in no. 2, sentence 4.
 5. ¹An examination which consists entirely of MC questions is graded as passed if the candidate achieves at least 50 percent of the total points which can be attained (absolute pass mark). ²If it transpires that more than half of the examination candidates have not achieved the absolute pass mark, the average of the points scored by all candidates taking part in the examination shall be calculated (mean = M). ³The examination is then graded as passed if the points scored by a candidate amount to at least 90 percent of the mean value M (relative pass mark = $M - \frac{M}{10} = M \times 0,9$).
 6. ¹If the candidate has scored the required minimum points to pass the examination in accordance with no. 5, the grade (N) is calculated using the following formula:

$$N = N_{\max} - \frac{P - P_{\min}}{P_{\max} - P_{\min}} \times (N_{\max} - N_{\min})$$

²whereby

P_{\max} is the maximum points attainable

P_{\min} is the minimum points required to pass (pass mark)

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N_{\max} is the grade which can be attained if the student scores P_{\min} ($N_{\max} = 4.0$)
 N_{\min} is the grade which can be attained if the student scores P_{\min} ($N_{\max} = 1.0$).

³For the N result, all decimal places are struck off aside from the first two and the figure is not rounded up or down ⁴This results in

a numerical value	≤ 1.15	for the grade	1,0 (very good)
	1,16 – 1,50		1.3 (very good)
	1.51 – 1.85		1.7 (good)
	1.86 – 2.15		2.0 (good)
	2.16 – 2.50		2.3 (good)
	2.51 – 2.85		2.7 (satisfactory)
	2.86 – 3.15		3.0 (satisfactory)
	3.16 – 3.50		3.3 (satisfactory)
	3.51 – 3.85		3.7 (pass)
	3.86 – 4.00		4.0 (pass).

⁵If a candidate has not scored the number of points required as stipulated in no. 5, the grade awarded is 5.0 “fail”.

7. ¹In the case of examinations which partially consist of MC questions, the cumulative grade of the examination is calculated from the weighted arithmetic mean of the examination component comprised of MC questions (in accordance with no. 6) and the grade from the remaining examination component (in accordance with Section 16). ²Both grades, at the weighting determined in advance (cf. No. 2 sentence 6), are included in the overall grade. ³The overall grade of the examination is thus determined in accordance with the guidelines of Section 16 subsection 4 sentences 2 to 4.
- (9) ¹In a course project the candidate shall specifically demonstrate that they are able within a disciplinary context to independently formulate and solve a problem and present their findings using the methods and terminology specific to the subject. ²This includes the documentation and presentation of project findings, the work process, as well as reflection on this process. ³Types of coursework examinations suitable for the assessment of project work include project reports, the development of IT components (e.g. computer software), the development of multimedia presentations, the analysis and interpretation of statistical data. ⁴These coursework examinations may be supplemented by student presentations and discussions.
- (10) An empirical study or piece of experimental work consists, for example, of the theoretical preparation, the setting up and conducting of the study and the written presentation of the individual steps taken, the course of the study and the results including their critical appraisal.
- (11) ¹A piece of supplementary study class work consists for example of a prescribed series of tasks set by an examiner or examiners, which the student must complete independently by a given deadline. ²This supplementary study class work may include a meeting to talk about the tasks and their discussion.
- (12) ¹In a colloquium, students will demonstrate in discussion with their examiners and the other participants in the colloquium that they understand the broad context of their subject and are able to locate specific problems within this context. ²The colloquium may begin with a presentation with discussion in accordance with subsection 4.
- (13) ¹Where appropriate, coursework examinations in the form of term papers (subsection 2), presentations with discussion (subsection 4), presentations with discussion and with a written composition (subsection 5), presentations (subsection 6), course projects (subsection 9), empirical studies and experimental work (subsection 10) or supplementary study class work (subsection 11)

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may also be completed as group work; the examiner or examiners determine the suitability of the topic. ²In cases of group work, each individual participant's contribution must fulfil the same requirements as a piece of comparable individual coursework, and must also be clearly identifiable and assessable in its own right by the citing of chapters, page numbers or other objective criteria referring specifically to each individual contributor's work.

- (14) ¹In courses held in English, the final examination is also to be conducted in English. ²The examiner or examiners decide on exceptions. ³Final examinations in other types of courses may be held in English upon application by the student in consultation with the examination committee and the respective examiner. ³The decision regarding this matter is taken by the examiner.
- (15) ¹For modules that are offered by other schools, decisions about the format of the examination are as a rule based on the stipulations set out in the respective examination regulations of each school. ²Specifics are decided by the examination committee.

Section 11 Coursework Certificates

- (1) ¹To attain a coursework certificate, a student must successfully complete a piece of coursework. ²Coursework certificate is not equivalent to examinations; even if it is graded, coursework does not count towards the final module grade. ³If a student's coursework does not meet the requirements, then no coursework certificates are awarded; in this case, the student must be given an opportunity to retake it soon thereafter.
- (2) Coursework certificates are to be designed in such a way that the anticipated average workload for the coursework certificate together with the other remaining workload for the module or its components corresponds to the number of credit points allocated.
- (3) ¹Potential types of work include minutes, seminar reports, internship reports, or short presentations (where applicable without an accompanying written component). ²The type of coursework as well as the conditions under which it is to be completed – if this is not clearly stipulated in the module description – is decided by the member of teaching staff taking into account subsection 2.

Section 12 Master's Thesis

- (1) ¹The Master's thesis demonstrates the candidate's ability to work independently on a defined academic problem within a specified period of time drawing upon scholarly methods from the field in accordance with Section 3 subsection 4 sentence 1 letters a) and b). ²The topic and definition of the task must be consistent with the purpose of the examination (Section 2) and must be designed in such a way that the candidate can manage the task within the time specified for its completion - from the collection of materials through to writing the final version of the thesis. ³The kind of task and the nature of the assignment must be defined together with the topic of the thesis.
- (2) ¹The Master's thesis may be completed as group work, providing the topic is suitable for this type of approach and if the examiner and candidate agree; the examiner or examiners determine the suitability of the topic for this approach. ²Each individual participant's coursework must be clearly identifiable and assessable in its own right by the citing of chapters, page numbers or other objective criteria referring specifically to each individual contributor's work, and fulfil the requirements set out in subsection 1.
- (3) ¹The candidate may make propose examiners for the examination. ²The candidate's proposals in accordance with sentence 1 do not establish a claim. ³The school executive board of the School of Business Administration and Economics may by resolution generally or in individual cases limit the number of examination theses that any given examiner is obliged to supervise per semester, in particular in order to ensure the equal distribution of work between examiners or in

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acknowledgement of the particular workloads borne by examiners. ⁴The examination committee is responsible for establishing a procedure which ensures that all students in the Economics Master's program receive a place to complete their Master's thesis in accordance with the rules of these examination regulations.

- (4) ¹The proposed examiner suggests a topic following consultation with the candidate and categorizes the topic for the Master's Thesis into one of the areas in accordance with Section 3 subsection 4 sentence 1 letters a) and b). ²The topic is officially assigned by the chair of the examination committee; this procedure is to be officially documented and kept on file. ³When the topic is assigned, the chair of the examination committee also appoints the examiner or examiners. ⁴The candidate is supervised by their examiner during the preparation phase of the thesis.
- (5) Master's theses may only be examined by persons belonging to the group of persons in accordance with Section 9 subsection 3.
- (6) ¹The amount of work invested in a Master's thesis shall be equivalent to 20 credit points. ²The period of time set for its completion is 20 weeks. ³In exceptional cases and upon justified application by the candidate, the examination committee can extend the period of time set for its completion by up to eight weeks if the examiner responsible concurs.
- (7) ¹The topic may only be handed back by the candidate once and only during the first five weeks of the period of time set for its completion. ²The period of time allocated for its completion recommences when the new topic is issued.
- (8) ¹The scope of the Master's thesis is determined by the examiner responsible for supervising the thesis; it shall not exceed 60 pages (not including appendices and indexes).
- (9) Upon submitting their written work, the candidate shall confirm in writing that they have written their Master's thesis themselves - or in cases of group work the clearly identified part of the thesis they have composed themselves - have used no other sources or resources other than those cited, have clearly identified any quotations used and have taken due note of the regulations under Section 15 subsections 4 and 6.
- (10) The Master's thesis or passages thereof may not have been used for any other examination in the same or in any other program of study.
- (11) The application for admission (registration) to the Master's thesis must be submitted in writing to the examination committee in accordance with the regulations for the procedure in accordance with subsection 3 sentence 4.
- (12) ¹Admission to the Master's thesis requires students to have completed a minimum of 60 credit points from modules in accordance with Section 3 subsection 5. ²Only students who are enrolled in the Master's program in Economics at Osnabrück University may be admitted to the Master's thesis.
- (13) ¹The examination committee decides whether to grant a candidate admission. ²A candidate is refused admission if they fail to fulfil the admission requirements in accordance with subsection 12.
- (14) Candidates may withdraw their admission application up to the point in time at which the topic of the Master's thesis is issued.

Section 12a Submission, Evaluation, Grading and Retaking of the Master's Thesis

- (1) ¹The Master's thesis must be submitted by the given deadline in the form of two bound copies (each with an accompanying copy in a digital format on an appropriate data carrier in accordance with the **The English version of these regulations is a translation of the German original for information purposes only. The English version of these regulations is not legally binding. In cases of conflict, the original (German) version shall prevail.**

instructions issued by the examiner) to the examination office of the School of Business Administration and Economics. ²The date and time of submission is to be documented and held on file. ³If the thesis is submitted by post, the time of delivery to the post office (postmark) is decisive. ⁴If the thesis is not submitted by the given deadline, it will be awarded the grade “fail (5.0)” in accordance with Section 15 subsection 1 sentence 2.

- (2) ¹If the thesis is submitted by the given deadline, the supervising examiner shall evaluate it within a period of eight weeks. ²The evaluation shall take place in accordance with Section 16 subsections 2 and 3.
- (3) ¹If the Master’s thesis is awarded at least the grade “sufficient (4.0)” by the examiner appointed in accordance with Section 12 subsection 4 sentence 3, then their evaluation constitutes the grade of the Master’s thesis. ²If the Master’s thesis is awarded the grade “fail (5.0)” by the examiner nominated in accordance with Section 12 subsection 4 sentence 3 or the thesis is classified as a “fail (5.0)” in accordance with Section 15 subsection 4, the head of the examination committee nominates a second examiner. ³The second examiner then undertakes an independent evaluation of the Master’s thesis. ⁴The grade of the Master’s thesis is then calculated in such cases in accordance with Section 16 subsection 4. ⁵In such cases, Section 16 subsection 4 sentence 3 does not apply. ⁶The second evaluation shall not extend the deadline in accordance with subsection 2 sentence 1 by more than four weeks.
- (4) ¹If the Master’s thesis is awarded the grade “fail (5.0)” or is classified as a “fail (5.0)” in accordance with subsection 1 sentence 4, then the candidate has not passed the examination. ²A Master's thesis which has been awarded a “fail” grade can be retaken once. ³For the retake, the candidate may propose a different examiner. ⁴When retaking a Master’s thesis, the candidate may only hand back their topic in accordance with Section 12 subsection 7 sentences 1 and 2 if they did not hand back their topic in their first attempt.
- (5) A failed Master’s thesis shall be repeated at the latest twelve months after the first attempt - here, the commencement date of the retake is decisive.

Section 13 Public Access to Oral Examinations

Oral coursework examinations in accordance with Section 10 subsection 3 are in principle not open to the public.

Section 14 Examination Dates and Retaking Examinations

- (1) ¹Candidates may retake a failed module examination two times subject to the regulations set out in Section 21 subsections 2 and 3. ²Passed module examinations in accordance with Section 17 may not be retaken. ³If a module is awarded a grade lower than “sufficient (4.0)” three times, then the module is irrevocably failed and can no longer be retaken.

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- (2) ¹For all modules offered in any given semester and which conclude with a coursework examination in accordance with Section 10 subsection 1 letters b), f) or g), two examination dates are to be offered per module: a first examination date at the end of the teaching period/the start of the term break (regular examination date), and a retake date. ²The examinations scheduled for the retake date take place at the end of the semester in which the respective module was offered, or, insofar as the organization of the examination requires, in the following semester thereafter. ³The same examination format need not be used for the regular examination and the retake examination. ⁴The decision regarding which examination format or formats to use lies with the examiner. ⁵The format of the retake examination must be made known by the examiners at the latest immediately after publication of the results of the regular examination. ⁶The examination that takes place during the regular examination date and the retake examination are based on the same module content; the content of examinations for any given module at a later point in time may contain differing module content by the time that examination takes place. ⁷The candidate is not obliged to take the next available module examination. ⁸The examination committee is charged with ensuring that the publication of the results of the first scheduled examination in any given semester takes place promptly enough so that students are afforded a period of at least two weeks of preparation time before the retake date.
- (3) ¹If a module examination from the first examination date is awarded the grade “fail (5.0)” or is classified as a “fail (5.0)” and if the candidate lodges an appeal against this grade (Section 23) or submits a remonstrance (Section 23a), then the candidate is entitled in accordance with subsection 1 to take part in the relevant module examination during the scheduled retake date. ²The assessment of the retake examination takes place only if the decision taken about the appeal or the remonstrance challenging the evaluation of the module examination from the first examination date has not resulted in an improvement in the grade and no further appeal is possible against the assessment of this module examination. ³If the appeal or the remonstrance challenging the evaluation of the module examination from the first examination date has resulted in an improvement in the grade, then the affected module is awarded the corrected grade as the final grade for this first coursework examination.
- (4) ¹On one occasion only during the course of a degree program, a student is permitted upon written application to the examination committee of the School of Business Administration and Economics – in derogation from subsection 1 – to retake an examination which has been awarded the grade of “irrevocably failed” or to retake an examination which they have passed (wildcard). ²This provision does not apply to the final thesis and also not when a coursework examination has been failed due to an assessment offense. ³An examination may only be retaken with the permission of the examination committee.
- (a) Repeating an irrevocably failed examination:
An application to retake a coursework examination in the case of an irrevocably failed examination following the publication of the module grade must be submitted at the latest by the end of the following semester.
- (b) Repeating a passed coursework examination to improve a grade:
¹An application to retake a coursework examination must be submitted at the latest one week after publication of the results of the last coursework examination. ²Otherwise the student’s right to apply Section 14 subsection 4 expires for the coursework examination that the student needs to take one week after the publication of the last coursework examination. ³In the case of an appeal, the deadline is extended for the duration of the appeal process. ⁴The student is awarded the best grade from all examination attempts.
- (5) Section 12a contains the provisions for retaking the Master’s thesis.
- (6) ¹Examination prerequisites may be repeated any number of times. ²Students may nevertheless only redo examination prerequisites if the courses belonging to that module are being offered.

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- (7) ¹For modules which are being offered by other schools, the provisions in the relevant examination regulations of the school offering the module are usually applied in connection with examination retakes (with the exception of the number of repetition attempts according to subsection 1, sentence 1), violations of regulations, the assessment of a student's examination performance and passing the module. ²Specifics are decided by the examination committee.

Section 15 Non-Attendance, Withdrawal, Examination Infringements, Violation of Regulations

- (1) ¹An examination (Prüfungsleistung) is awarded the grade "fail (5.0)" if the candidate fails to attend an examination without a valid reason and without deregistering themselves from the examination within the deadline set in Section 18 subsection 3 or when the candidate withdraws from an examination without a valid reason after it has already commenced. ²Sentence 1 also applies when a student fails to complete an examination within the period of time allocated for its completion or fails to keep the submission deadline for a written assignment without a valid reason.
- (2) ¹Reasons for a student's non-attendance or late withdrawal in accordance with Section 18 subsection 3 or for a withdrawal after the commencement of the examination must be made known in a written statement demonstrating their plausibility to the examination committee at the latest five working days after the scheduled examination date. ²If a student falls ill prior to the commencement of the final examination then they must submit a medical certificate issued by their doctor; if they fall ill after the commencement of an examination they must submit a medical certificate issued by a public health officer. Medical certificates must be submitted at the latest on the next working day immediately following the withdrawal and include information that permits the examination committee to establish the candidate's inability to take the examination. ³The examination committee reserves the right to request a medical certificate issued by a public health officer. ⁴If the examination committee does not accept the reasons presented by the candidate, then the candidate shall be informed in writing.
- (3) ¹In cases where a submission date cannot be complied with for a valid reason, the examination committee decides whether the submission date for the coursework can be deferred, and whether the deferred submission shall be considered in the relevant grading process or whether a new task shall be set. ²Where evidence of illness is provided, the submission date will generally be deferred by the duration of the period of illness and incapacity to take the examination as stated in the medical certificate.
- (4) ¹If the candidate attempts to influence the result of an examination by committing an assessment offense or by using unauthorised supporting materials and works of reference, the relevant examination shall be awarded the grade "fail (5.0)". ²The decision in accordance with sentence 1 is taken by the examiner after consultation with the candidate. ³Until the examiner's decision has been taken, the candidate shall continue their examination unless, according to the invigilator, the exclusion of the candidate is essential to ensure the correct continuation of the examination. ⁴In such cases, the examination in question shall be awarded the grade "fail (5.0)".
- (5) Anyone committing a violation against correct examination procedure may be excluded from continuing the respective examination. In such cases, the examination in question shall be awarded the grade "fail (5.0)".
- (6) ¹In particularly serious cases, the examination may be awarded the grade "irrevocably failed". ²The examination committee decides on such matters after consultation with the candidate. ³Particularly serious cases are deemed to exist especially in cases of repeated violations in accordance with subsection 4 sentence 1, or when the candidate has, in written examinations (e. g. in accordance with Section 10 subsections 2, 5, 9, 10 or Section 12), used without correct acknowledgement texts or passages of text belonging to third parties with the intention of misleading the reader as to the true authorship of the texts and the independence of the candidate's work (plagiarism).

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Section 16 Assessment of Examinations

- (1) Coursework examinations in accordance with Section 10 are graded and, in accordance with Section 17, are included in the module grade.
- (2) ¹Individual examiners shall use the numerals 1 to 5 to grade individual pieces of coursework and examinations.

1	sehr gut	an excellent performance
2	gut	a performance that is considerably better than average
3	befriedigend	an average performance
4	ausreichend	a performance which, despite its shortcomings, still satisfies the specified requirements
5	nicht ausreichend	a performance which does not meet the specified requirements because of its limitations

²For purposes of differentiation, the individual grades can be increased or decreased by 0.3. The grades 0.7; 4.3; 4.7 and 5.3 are excluded. ³This results in the following spectrum of grades: 1.0; 1.3; 1.7; 2.0; 2.3; 2.7; 3.0; 3.3; 3.7; 4.0; 5.0. ⁴For transcripts issued in the English language, the following classifications are to be used:

1	Excellent	an excellent performance
2	Good	a performance that is considerably better than average
3	Satisfactory	an average performance
4	Sufficient	a performance which, despite its shortcomings, still satisfies the specified requirements
5	Fail	a performance which does not meet the specified requirements because of its limitations

- (3) ¹If the examination is assessed by only a single examiner, the grade awarded by the examiner is the final grade for the examination. ²The examination is passed if the examiner awards the grade “sufficient (4.0)” or higher.
- (4) ¹If the examination is assessed by several examiners, the grade is calculated from the arithmetic mean of the individual grades awarded by each examiner. ²Subsequently, all decimal places are struck off aside from the first one and the figure is not rounded up or down. ³The examination is passed if all examiners award the grade “sufficient (4.0)” or higher. ⁴The respective grades are awarded for the following scores:

up to and including 1.5	very good (sehr gut)
from 1.6 to 2.5	good (gut)
from 2.6 to 3.5	satisfactory (befriedigend)
from 3.6 to 4.0	sufficient (ausreichend)
from 4.1	fail (nicht ausreichend)

- (5) ¹Written coursework examinations shall as a rule be graded within four weeks of submission. ²To prepare for the assessment of written examinations, an examiner may enlist the support of persons who themselves have the qualification or an equivalent qualification to the one that the examination is intended to ascertain; Section 8 subsection 7 sentences 2 and 3 apply accordingly (confidentiality).

Section 17 Assessment of Modules

- (1) Upon completion, a module shall be awarded an overall grade.

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- (2) ¹If a module is graded based on only one final examination, then the module grade consists of the same grade as the examination (Section 16). ²The module is passed if the final examination has been passed and all other requirements listed in the module description have been completed.
- (3) ¹If a module consists of several final examinations, the weighting of these examinations used to calculate the module grade shall be stated in the module description; if no weighting is stated, then each individual examination shall have the same weighting in the calculation of the final module grade. ²For the module grade following its calculation, all decimal places are struck off aside from the first one and the figure is not rounded up or down. ³If a module consists of several final examinations, the module is passed when all of the requirements set out in the module description have been completed; if no requirements are set out in the module description, then the module is graded as passed when the calculated module grade is 4.0 or better.
- (4) Modules which do not have any graded examinations may only be awarded the grades “passed” or “failed”.

Section 18 Registering for Module Examinations

- (1) Students must register separately for each individual module examination.
- (2) Registration for each module examination will take place in principle within a time frame set by the examination committee.
- (3) Students may withdraw their registration for any given examination date up to one week before the examination without specifying any reasons.
- (4) ¹For modules that are offered by other schools, decisions about registering for and deregistering from an examination are as a rule based on the provisions set out in the respective examination regulations of each school. ²Specifics are decided by the examination committee.
- (5) ¹Students may only register for a module examination if they are enrolled in a program of study to which the module examination is allocated, or in one of the following programs of study offered by the school of Business Administration and Economics: B.Sc. Business Administration and Economics and M.Sc. Business Administration, B.Sc. Information Systems and M.Sc. Information Systems. ²Special provisions contained in the relevant Bachelor examination regulations must also be observed.

Section 19 Calculation of the Overall Grade for the Master’s Examination

- (1) The overall grade for the Master’s examination is only calculated for Master’s examinations which have been passed in accordance with Section 6.
- (2) ¹The overall grade for the Master’s examination is calculated based on the weighted average of the grades of all graded modules in accordance with Section 6 as well as the grade awarded for the Master’s thesis. ²The individual weighting of the grades reflects the ratio of the allocated credit points to the sum of the credit points of all graded modules and the Master’s thesis. ³For the calculation of the overall grade, all decimal places are struck off aside from the first and the figure is not rounded up or down. ⁴Section 16 subsection 2 sentences 1 to 3 and Section 16 subsection 4 sentence 4 apply accordingly.
- (3) Section 6 subsection 2 determines when a Master’s examination has been passed.

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- (4) ¹If the overall grade is 1.3 or better and if the Master's thesis was awarded at least the grade 1.3, then the student is awarded their degree with the additional title "with distinction". ²The title "with distinction" shall be added to the Master's certificate and the final record of Master's examination.

Section 20 ECTS Grades

No ECTS grades will be issued at the current time.

Section 21 Accreditation of Coursework and Examinations

- (1) ¹Coursework and examinations that have not been taken in the Master's program in Economics at Osnabrück University may be accredited if their equivalence can be established. ²Equivalence may be established especially when correspondence is found to exist between periods of study, coursework and examinations in the context of the individual educational objectives, content and scope (esp. ECTS credit points), and the requirements, weighting and the examination procedures described in these examination regulations for the Master's program in Economics. ³Equivalence shall not be established based on a schematic comparison but on a comprehensive overall assessment and evaluation of the significance of the student's work for the purpose of the examinations in accordance with Section 2. ⁴In establishing equivalences with programs of study from abroad, the equivalence agreements agreed by the Conference of Ministers of Education and the German Rectors' Conference and other intergovernmental agreements shall also be given due consideration. ⁵In cases in which no such agreements exist or when additional equivalence is sought beyond such agreements, the examination committee shall decide about equivalences. ⁶In order to clarify the factual and legal situation, an opinion may be obtained from the Central Office for Foreign Education (ZAB). ⁷Alternative equivalence regulations which exist in agreements with overseas universities remain unaffected.
- (2) ¹The coursework and examinations from module examinations taken in the school of Business Administration and Economics at Osnabrück University including failed attempts are accredited ex officio. ²Students may upon application apply to have the accreditation of (selected) modules waived which are envisaged for the required electives component of these examination regulations.
- (3) ¹Coursework and examinations that have been completed outside the module examinations in the school of Business Administration and Economics at Osnabrück University shall be accredited upon application. ²If an application is made in accordance with sentence 1, all passed and failed coursework and examinations which are applicable to the mandatory component in the Master's program in Economics whether they have been completed in Germany or abroad shall be accredited. ³For the required electives component, the student making the application may cite coursework and examinations that they wish to have accredited. ⁴Sentences 1 to 3 also apply for accreditation procedures arising from a period of study abroad which was completed during the student's studies in accordance with these examination regulations.
- (4) For the accreditation of coursework and examinations completed in state-recognized distance-learning programs or in distance-learning programs developed by German Federal *Land* of Lower Saxony in collaboration with other German *Länder* or the German Federal Government, subsection 1 and subsection 3 sentences 1 to 3 apply.
- (5) ¹Upon application, equivalent coursework and examinations may be accredited for the student's program of study if they have been completed within a state-accredited program of study at a state or state-recognized vocational academy. ²Subsection 3 sentences 1 to 3 apply accordingly.
- (6) ¹An application for accreditation may be submitted at any time, as long as the student's right of examination entry within the Master's program in Economics has not expired; no application may be made if the examination which is to be replaced by the accredited work has already been passed

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by the student or has been irrevocably failed. ²The examination committee of the school of Business Administration and Economics is responsible for the accreditation process in accordance with subsections 1 to 3. ³Prior to establishing equivalences, experts in the respective field may be consulted. ⁴The burden of proof that coursework and examinations completed in a signatory state to the Treaty of Lisbon do not meet the necessary requirements to grant equivalence lies with the examination committee. ⁵The rules and regulations of the examination committee of the school of Business Administration and Economics shall apply to the application process and for conducting the equivalency assessment in accordance with subsection 1. ⁶The applying student is obliged to cooperate in the process; students are obliged to supply the necessary documentation to enable the equivalency assessment to be conducted, in particular with regard to the content, the scope and the level of complexity of the course and its associated examination. ⁷Any documentation submitted must be in either the German or English languages. Any documentation in other languages must be submitted together with a certified translation.

- (7) ¹If coursework and examinations are accredited, then the grades - insofar as they are compatible across the grading systems - are adopted and included in the calculation of the overall grade. ²If the grading systems are not compatible, the course is classified as "passed". ³Marking the accreditation in the transcript of records is admissible.
- (8) Coursework and examinations may only be accredited once.
- (9) ¹The accreditation of coursework and examinations in accordance with subsections 1 to 5 is only possible up to a maximum of 40 credit points. ²The restriction in sentence 1 does not apply in cases of the accreditation of coursework and examinations from the module examinations of the school of Business Administration and Economics at Osnabrück University.
- (10) ¹Accreditation may only be carried out for complete modules in accordance with these examination regulations. ²Master's theses may not be accredited.
- (11) Master's modules taken early during the Bachelor phase shall be accredited ex officio, whether positively or negatively.
- (12) Accreditation can only be given for modules from Master's programs or for modules from Bachelor's programs with a standard program duration of more than six semesters insofar as any application is for modules that are to be taken in the 7th or 8th semesters according to the curriculum.

Section 22 Certification, Final Record of Master's Examination and its Attachments, Master's Certificate

- (1) Upon application by the student, the examination office issues a certificate certifying the coursework examinations the student has passed and coursework certificates the student has earned.
- (2) ¹If the examination candidate passes the Master's examination, the candidate is issued with a final record of Master's examination in the German language showing the result of the examination. ²The final record lists the overall grade and the grade for the Master's thesis separately. ³The final record of Master's examination shall contain the date of the day upon which the candidate earned their last examination credit. ⁴The final record shall also include the topic of the Master's thesis and the name of the examiner together with the student's optional specialization in accordance with Section 3. ⁵The final record is signed by the chair of the examination committee and stamped with the official seal of the School of Business Administration and Economics.
- (3) The final record is issued in the German language together with an attachment (transcript of records) which lists the courses and credits earned by the student and their grades.

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- (4) ¹The Diploma Supplement is an additional attachment to the final record of Master's examination and is issued in the German language. ²The Diploma Supplement contains a description of the Master's program completed by the student and locates Osnabrück University within the broader German higher education landscape.
- (5) ¹Together with the final record of Master's examination the student shall be given the Master's certificate in the German language bearing the date of the final record. ²This document certifies that the student has been awarded the degree "Master" in accordance with Section 7. ³If the final record of Master's examination contains a specialization, then this shall also be listed upon the Master's certificate. ⁴The Master's certificate is signed by the Dean of the School of Business Administration and Economics and by the chair of the examination committee and is given the seal of the school of Business Administration and Economics.
- (6) Upon application by the student, the Master's documentation in accordance with subsections 2 to 5 (final record of Master's examination, transcript of records, Diploma Supplement and Master's certificate) may also be issued in the English language.
- (7) ¹If the student has irrevocably failed the Master's examination or if the Master's examination is classified as irrevocably failed (Section 6 subsection 3), then the chair of the examination committee will issue a written statement to this effect. ²This statement must be issued together with information on the legal remedies available to the student.
- (8) ¹If a student leaves the university or changes degree program, the student is entitled to request from the relevant examination office an official record of all examination results and other coursework and their grades to date. ²If the Master's examination is irrevocably failed or if the Master's examination is classified as irrevocably failed, the official record in accordance with sentence 1 is issued without application.

Section 23 Appeal Procedure

- (1) ¹Negative decisions and other administrative steps with a detrimental impact taken in accordance with these examination regulations must be explained in writing, state the legal remedies available to the student, and be communicated in accordance with Section 41 of the Administrative Procedure Act (VwVfG). ²In accordance with Sections 68ff. of the Code of Administrative Court Procedure (VwGO), a student is entitled to file an appeal against these decisions at the relevant examination committee within a period of one month after they have been notified of the decision. ³Compliance with this deadline is met if the student's appeal is submitted in writing to the relevant examination office within a period of one month of the decision.
- (2) ¹The relevant examination committee takes an initial decision on the appeal. ²If the appeal is filed against a grade given by an examiner, the relevant examination committee will decide in accordance with subsections 3, 4 and 5 after reviewing the matter.
- (3) ¹If, in his/her appeal, the candidate raises concrete and substantial objections to the specific grades awarded or expert assessments made by an examiner, the chair of the relevant examination committee will pass on the appeal to the respective examiner for review. ²If the examiner changes his/her grade as requested in the appeal, the examination committee will accept the appeal and resolve the matter. ³Otherwise, the examination committee will review the decision on the basis of the examiner's statement, checking in particular whether
1. the examination process failed to accord with the regulations,
 2. the grading was based on incorrect facts,
 3. customary grading principles were not observed,
 4. a defensible, plausible and coherent solution to a problem was judged incorrect or

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5. the examiner was guided by considerations not relevant to the business at hand.

⁴The same applies if a candidate appeals against grades awarded by more than one examiner. ⁵As a rule, the matter shall be reviewed in accordance with sentence 3 and 4 within one month. ⁶The chair of the examination committee acts to inform the appellant.

- (4) ¹The examination committee responsible can nominate an independent expert for the appeal procedure in accordance with subsection 3 sentence 3. ²The independent expert must provide evidence he/she holds a qualification which is at least comparable to that of the examiner. ³Before a decision in accordance with subsections 2 and 6 is made, the candidate and the expert shall be given the opportunity to make a statement.
- (5) ¹Examinations will be reassessed by other examiners not yet involved in this examination if
- the examination committee responsible ascertains that a violation has been committed in accordance with subsection 3 sentence 3 and
 - the examination committee responsible has not accepted the appeal and resolved the matter in the course of the procedure so far and
 - concrete and substantiated objections to specific grades and expert assessments [made by the examiner] have been submitted and
 - the examiner does not alter his/her decision in accordance with the appeal.
- ²If the examination format does not allow for reassessment, the examination must be retaken.
- (6) If an appeal is submitted against the decision of the relevant examination committee and the examination committee does not resolve the appeal, the chair of the examination committee passes the appeal on to the school executive board or body responsible which, notwithstanding subsection 2 sentence 1, takes a final decision concerning the appeal.
- (7) ¹If the appeal is not resolved by the school executive board either, the Dean of the school shall notify the appellant.
- (8) The appeal procedure may not lead to a lowering of the examination grade.

Section 23a Legal Remonstrance

- (1) ¹Notwithstanding the legal right to file an appeal in accordance with Section 23, a student has the right to legal remonstrance against the assessment of an examination. ²This does not represent an administrative procedure in accordance with the Administrative Procedure Act (VwVfG).
- (2) ¹The remonstrance must individually list the reasons for doubting the correctness of the examination assessment. ²The remonstrance must be submitted to the chair of the examination committee within four weeks of the publication of the grade. ³The chair of the examination committee shall pass the remonstrance on to the examiner.
- (3) ¹The examiner shall decide upon the remonstrance. ²If the examiner changes their grade, then they will inform the candidate and the examination committee of this fact.

Section 24 Inspection of the Examination File

- (1) ¹Upon request, the candidate is entitled to inspect his/her written examination work, the examination reports, and the written comments made by the examiners after each examination has been completed. ²The student shall submit their application to the chair of the examination committee within six months of being notified of the examination result. ³Upon application, the student may

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also be granted access to their examination file within six months of being notified of the result of their Master's examination. ⁴The chair of the examination committee determines when and where the file may be accessed. ⁵The right to inspect the file also includes the right to take notes.

- (2) The examination committee may make provision for further regulations.

Section 25 Annulment of Examination Decisions

- (1) If a candidate has committed an assessment offense, and if this fact only comes to light after the student has been issued with their final record [of Master's examination], the examination committee is entitled to retrospectively change the grades for the examinations in which the candidate has cheated and, where relevant, declare the examination completely or partially failed.
- (2) ¹If a student failed to comply with the prerequisites for admission to an examination albeit without intending to commit an assessment offense, this shortcoming is considered rectified if the student passes the examination. ²If the candidate has wilfully obtained admission to the Master's program in Economics or to an examination by deceitful means, the examination committee shall decide in compliance with the legal provisions on the withdrawal of the unlawful administrative files.
- (3) The candidate shall be given the opportunity to discuss the issue with the examination committee before any decision is taken.
- (4) ¹The incorrect final record of Master's examination is to be revoked and replaced with a correct final record in accordance with Section 22 subsections 2 to 4 or certification in accordance with Section 22 subsection 7. ²The student's corresponding degree certificate is to be revoked along with the incorrect final record of Master's examination if the candidate has been awarded a "fail" grade due to an assessment offense. ³A decision in accordance with subsection 1 and subsection 2 sentence 2 is excluded after a period of ten years from the date of issue of the examination certificate.

Section 26 Protective Regulations

- (1) ¹If the candidate can plausibly show that they are unable to take part in some or all of an examination in the intended format due to long-term or ongoing physical impairment, the chair of the examination committee may grant the candidate an extended time period to complete the examination or to take a comparable examination in a different format. ²The submission of an officially recognised medical certificate may be required to demonstrate the truth of their claim.
- (2) ¹Upon application by the candidate, periods of maternity leave, as defined in the up-to-date version of the law for the protection of working mothers (MSchG), must be taken into account. ²Supporting documentation must be included in the application. ³Periods of maternity leave interrupt any deadlines in these examination regulations; the duration of periods of maternity leave is not included in the calculation of deadlines.
- (3) ¹Equally, any deadlines relating to parental leave in accordance with the up-to-date law on the granting of child benefit and parental leave (BERzGG) are to be observed if an application of this kind is made. ²The candidate must inform the examination committee in writing – including any supporting documentation – which period or periods they intend to take as parental leave at least four weeks before the date from which the candidate intends to commence a period of parental leave. ³The examination committee assesses whether the statutory requirements exist which would justify a claim for parental leave as an employee in accordance with the BERzGG, and immediately informs the candidate in writing of their decision as well as, where relevant, the newly stipulated examination deadlines. ⁴The time period allowed for the student to complete their Bachelor's or Master's thesis may not be interrupted by parental leave. ⁵Instead, the thesis topic is deemed not to have been issued. ⁶Once the student's parental leave is over, the candidate is given a new topic upon application.

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- (4) In addition, the examination committee takes into consideration periods of absence from a study program if a student is acting as a carer for persons in accordance with Section 12 subsection 3 number 3 of the NHG.

Part Two: Special Provisions

Section 27 Bachelor Modules in the Master's Program

- (1) ¹Students enrolled in the Master's program in Economics are permitted to take examinations worth a maximum of 10 credit points from the required electives component in the Bachelor's program in Business Administration and Economics which is offered by the school of Business Administration and Economics if they did not already take them for an examination credit in their Bachelor's studies and if those modules are not barred from being taken in the Master's program. ²In such cases, the provisions of the examination regulations for the Bachelor's program in Business Administration and Economics shall apply with respect to retakes, the number of possible retakes, withdrawals, assessment offenses, violation of regulations, examination assessment and passing the module. ³It should be noted in particular that in the Master's program, any failed examination attempts taken in the Bachelor's program shall count towards the total number of examination attempts in the relevant module.
- (2) ¹The examination committee may limit or prevent admission to courses in Bachelor's modules if limited capacities in the school render this necessary. ²In such cases, Master's students will take second place behind Bachelor's students enrolled in the school of Business Administration and Economics in accordance with this regulation.
- (3) The examination committee shall decide on matters related to (1) and (2).

Section 28 Special Provisions Resulting from Serious Disruption to University Operations

- (1) ¹If, and for the duration of the period during which, the President's cabinet identifies serious disruption to university operations,
- a. the relevant dean of studies is entitled, following a statement by the examination committee, to allow derogations from the provisions of the relevant module descriptions and these examination regulations in order to ensure the continued provision of courses and examinations. This includes:
 - aa. changes to the format and scope of or the cancellation of examination prerequisites for individual modules,
 - bb. changes to the format of coursework examinations for individual modules,
 - cc. the creation and definition of comparable new or comparable subject-specific formats of coursework examinations,
 - dd. changes to or the waiving of compulsory attendance,
 - ee. waiving the obligation for students to have passed certain modules before being permitted to take a further module,
 - ff. changes to the conditions to be met prior to admission to the Bachelor's or Master's thesis,
 - gg. the identification of replacement work ordinarily part of obligatory stays abroad or internships and/or recognition of a stay abroad and/or internship if it falls only nominally short of its regularly intended duration,
 - hh. the postponement of the point in time by which examination retakes must have been taken in accordance with Section 14 subsection 2;

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- ii. the lifting of the obligation to submit a medical certificate in accordance with Section 15 subsections 2 and 3, Section 26 subsection 1.
- b. oral examinations as defined in Section 10 subsection 3 or presentations with discussion as defined in Section 10 subsections 4 and 5 and presentations as defined in Section 10 subsection 6 may be undertaken entirely or partially by means of audio and video transmission (video conference) using systems made available by or approved by the university computer center (the “Rechenzentrum”) or the Center for Digital Teaching, Campus Management and Higher Education (virtUOS);
- c. written examinations as defined in Section 10 subsections 7 and 8. These can take place without the student being present and without invigilation in its narrowest sense insofar as this form of work is appropriate for fulfilling the examination requirements; admission to and/or participation in this type of examination can be made conditional on
 - aa. the student taking part in the exam using a computer they can provide themselves which has a sufficiently stable internet connection and
 - bb. the written examination being taken using an online examination system which has been provided by or approved by Osnabrück University.
- d. the serious disruption itself is a valid reason as defined by Section 15 subs. 1 sentence 1; in the case of Section 15 subs. 1 sentence 2, the declaration of serious disruption does not represent a valid reason; i.e. it does not result in an extended period of work nor does it serve as a valid reason for an automatic extension to a date of submission.

²The powers cited under sentence 1 do not include making any fundamental changes to the structure of the degree program nor to the structure of individual modules. ³Fundamental changes (i.e. for example changing coursework examination into a coursework certificate (Studiennachweis) or the introduction of ungraded examinations) are not admissible. ⁴Whenever any changes are made, care must be taken to ensure that the purpose as well as the qualifications and competences which were originally to be examined in the assessed coursework which is to be replaced are also covered to the greatest possible degree in the examination format selected to function as its replacement. ⁵Should technical problems arise during the examination rendering the candidate unable to continue the examination and if the candidate is not responsible for these difficulties, then the examination counts as “not taken”.

- (2) ¹If a coursework examination is set in a format not foreseen in the module description but which is listed in Section 10 as a recognised format of examination, then the students must be informed of the format of examination in deviation from Section 14 subs. 2 as early as possible and at the latest at the start of the registration period for this coursework examination. ²By registering for the examination, students acknowledge and accept the new format of examination.
- (3) ¹If a coursework examination is set in a form not foreseen in the module description that is as yet not defined in Section 10, or if the examination proceeds in accordance with subsection 1 sentence 1 b) or c), then students must also be informed of the format of examination in deviation from Section 14 subs. 2 as early as possible. ²The candidates must give their consent in writing or, in the case of an oral examination, state their consent upon commencing the examination.
- (4) ¹Any decision to change an oral examination, a presentation with discussion, a presentation or a written examination as defined by Section 10 subs. 1 into an oral examination, a presentation with discussion, a presentation or a written examination as defined by subsection 1 sentence 1 b) or c) shall be taken by the examiner. ²The candidate must affirm that they will not attempt to breach assessment regulations in any way, will only use admissible supporting materials and works of reference and will not engage in any forbidden communication with third parties; this includes any recording and/or forwarding of a recording to third parties. ³Any attempt to record and/or forward a recording will be classified as an attempt to breach assessment regulations in accordance with Section 15 subs. 4. ⁴The student’s affirmation must be in written form insofar as the examiner does not choose an oral statement.

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- (5) ¹Any decisions regarding changes to the type of coursework certificate (Studiennachweise) or the conditions regarding their completion are to be taken by the examiner. ²The changes must not disadvantage the student in respect to the regulations in the up-to-date version of the module description. ³The study commission (Studienkommission) decides on a case-by-case basis whether a student has been disadvantaged.
- (6) ¹The requisite resolution determining serious disruption to university operations required under subsection 1 must clearly define the time period for which the special provisions set out in this Section are valid. ²A transfer of the powers granted to the dean of studies in accordance with subsection 1 sentence 1 a) to the examination committee is not admissible.

Part Three: Final Provisions

Section 29 Entry into Force, Transitional Provisions

- (1) These examination regulations enter into force after their approval by the President's cabinet at Osnabrück University after their publication in the official gazette of Osnabrück University on 01/10/2022.
- (2) Students who were already enrolled in the Master's program in Economics in the summer semester 2022 shall continue to study under the examination regulations for the Master's program in Economics in the version from 11.03.2021 (official gazette of Osnabrück University No. 02/2021 p. 173).
- (3) ¹The previous examination regulations for the Master's program in Economics (official gazette of Osnabrück University No. 02/2021 p. 173) cease to be in force on 31.03.2025. ²From 01.04.2025, students in accordance with subsection 2 automatically become subject to the examination regulations for the Master's program that are currently valid upon the expiry of the previous regulations.

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