

Witten/Herdecke University

STUDY AND EXAMINATION REGULATIONS

**Philosophy, Politics, and Economics
(120 ECTS credits)**

MASTER OF ARTS

Faculty of Management and Economics

Translated into English in November 2014.

The original German version is legally binding.

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PART I: General provisions

§ 1 Objective and purpose

- (1) The degree programme in Philosophy, Politics, and Economics (PPE) concluding with the Master of Arts conveys competences that enable graduates to assume responsibility in social and professional life. With due regard to the requirements and changes in the professional field, the programme conveys subject expertise, skills and methods from the fields of economics, political science and philosophy as well as the key qualifications required for academic work and communication, critical analysis of scientific findings and responsible professional performance. Acquisition of subject-related knowledge and personal growth are considered as of equal importance.
- (2) The Faculty of Management and Economics encourages students to make full use of the scope of academic freedom offered at Witten/Herdecke University and assume responsibility for their own curricular organization. Faculty members undertake to follow the Principles of Responsible Management Education.
- (3) The Master examination concludes the vocational qualification acquired with the Master programme in Philosophy, Politics, and Economics at the Faculty of Management and Economics.
- (4) Studium fundamentale is an integral part of all full-time degree programmes at Witten/Herdecke University. Students are free to choose from courses and tutorials in the fields of reflexive, communicative and artistic-creative competences. In seminars and tutorials they get theoretical and practical insights into disciplines and areas outside their chosen discipline. In this manner they learn about academic, communicative and artistic procedures, methods and ways of thought and conduct that place subject-specific studies in a wider context and support individual growth.

§ 2 Academic degree

The Faculty of Management and Economics at Witten/Herdecke University conveys the academic degree of a Master of Arts (M.A.) to candidates who have completed all examinations required in the Master programme in “Philosophy, Politics, and Economics”.

§ 3 General admission requirements

- (1) Only those applicants may register for the programme who
 - a. have acquired a first higher education degree qualifying for entry to a profession (Diplom, Magister, Bachelor, state examination) in a discipline of economics, political science or philosophy, with a minimum of 180 credits (ECTS) or a standard period of study of at least six semesters;
 - b. document that in the context of this first degree they have acquired at least 60 credits in economics/politics or at least 60 credits in philosophy;

- c. provide proof of a sound command of English; and
 - d. have been offered a place in the programme based on selection procedures currently applicable at the Faculty of Management and Economics.
- (2) In exceptional cases the Faculty may permit applicants to start their studies prior to completing admission requirements according to (1) a) if they document completion within one year after they start their studies.
 - (3) The selection committee may decide to admit exceptionally well qualified applicants subject to conditions, even if not all minimum requirements according to (1) b) or c) have been met.
 - (4) The same regulations apply for German nationals and for nationals of EU or EAA member states. They also apply to foreign applicants with a higher education entrance qualification acquired in Germany or at a German school abroad (foreign students with a German education). The Lisbon Convention applies (convention on recognition of qualifications concerning higher education in the European region, May 16, 2007/pursuant to agreement of April 11, 1997).

§ 4 Selection procedures

- (1) Places on the programme are allocated on the basis of selection procedures which comprise a pre-selection and a selection seminar.
- (2) The examination board at the Faculty of Management and Economics sets up the formal and organizational details of selection procedures, to be approved by the Faculty Council. Admission requirements in the currently valid version are attached to these regulations.
- (3) The examination board determines guidelines for selection procedures and also for the admission panel, to be applied in their currently valid version. Members of the admission panel are independent in their decisions on a discretionary basis.
- (4) The vice dean for academic affairs at the Faculty of Management and Economics, Witten/Herdecke University, appoints the members of the admission panel for the selection seminars and assigns them to the respective seminar.
- (5) The admission panel may determine that an allocated place must be taken within a stipulated period or otherwise will expire. The panel may allocate a place subject to conditions. These conditions must be met either prior to registration or in the course of studies within a reasonable period of time.

§ 5 Admission

Applicants are admitted to this degree programme via successful registration.

PART II: Curricular organization

§ 6 Start of studies

The degree programme starts each semester, i.e. summer and winter.

§ 7 Language of instruction

In general, English is the language of instruction in this programme at the Faculty of Management and Economics, Witten/Herdecke University.

§ 8 Course guidance

The Faculty of Management and Economics undertakes to create the conditions required for a smooth progress of studies and for this purpose provides appropriate support to students in the organization of their studies. Examples of such support are a mentoring system for the entire duration of programmes, and general course guidance provided either by the student dean's office or in the form of subject-specific individual student consultation.

§ 9 Standard period of studies and workload

- (1) The standard period of studies for the Master in Philosophy, Politics, and Economics (120 credits) is four semesters.
- (2) The Master programme in Philosophy, Politics, and Economics comprises a total of 120 credits. Courses must be organized in such a way that it is possible to complete the programme in two years (standard period of studies) with an average workload of 900 hours per semester, i.e. 3,600 hours for the entire duration of four semesters. The MA programme PPE 120 comprises mandatory modules covering a total of 46 credits, Studium fundamentale modules with 12 credits, elective modules with 42 credits and the Master module with 20 credits.

§ 10 Modules

- (1) Modules are independent teaching and learning units that are complete in themselves both time and content-wise, cover testable areas of knowledge and carry a defined number of credits. All parts of a module are offered within two semesters. Modules conclude with an exam.
- (2) The Faculty of Management and Economics at Witten/Herdecke University provides a module manual for this degree programme. The module manual in the currently valid version forms part of examination regulations. It covers content, objectives and scope of all modules and contains details of teaching and learning formats as well as admission requirements.
- (3) The modules listed below must be successfully completed in the Master programme (credits in brackets):

Mandatory modules (46):

- Disciplinary basics of transdisciplinary analysis (12)
- Basic methodology (10)
- Global Economic Development 1 (8)
- Global Governance 1 (8)
- Philosophy and Society 1 (8)

Mandatory elective modules (12):

- Studium fundamentale (12)

Elective modules (42)

Master thesis / colloquium (20)

- (4) Students who have already completed equivalent course work in the core modules “Disciplinary basics of transdisciplinary analysis” and “Basic methodology” as part of their first higher education degree need not attend these modules again; instead they have to acquire the corresponding number of credits in elective modules. The examination committee decides whether sentence 1 applies upon a student’s request, to be made prior to the start of the 2nd semester.
- (5) In general, students are free in the choice of elective modules, provided they comply with the following specifications:
- a. MA-PPE 120 students may acquire a maximum of 16 credits from modules taught in other MA programmes at the UW/H Faculty of Management and Economics or at the UW/H Faculty of Humanities and Arts. For these modules, provisions stipulated in examination regulations for Master modules apply in addition.
 - b. Candidates who wish to acquire or expand previous knowledge may replace up to 16 credits by attending advanced modules of Bachelor programmes taught at the Faculty of Management and Economics. For these modules, provisions stipulated in pertinent examination regulations for the Bachelor modules in question apply in addition.
 - c. The faculty official in charge of the programme admits a student to the Master and Bachelor modules mentioned in a) and b) upon the student’s request. Admission must be denied if the module or a nearly identical module has already been successfully completed in the Bachelor programme.

§ 11 Specializations

- (1) A specialization (Major) may be obtained in the course of the MA-PPE 120 programme.
- (2) A Major is a specialization that comprises thematically related mandatory elective modules. Successful completion of a Major requires a minimum of 24 credits acquired from the pertinent modules.
- (3) After successful completion of a Major, students receive a certificate upon request. The certificate indicates the modules completed, the grades acquired and the date of the last submodule examination.
- (4) The Major is explicitly stated on the Master certificate.
- (5) The Faculty Council is authorized to introduce additional Majors and to modify or discontinue existing Majors. The module manual clearly specifies the currently offered Majors. If a Major is modified or discontinued, affected students must be given the opportunity to complete the Major in its original version within a reasonable period of time, as a rule two years.

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PART III: Examination board, examiners

§ 12 Examination board

- (1) The Faculty forms a joint examination board for all full-time degree programmes offered at the Faculty. This body is in charge of all matters related to these study and examination regulations.
- (2) The examination board has five members: the vice dean for academic affairs, two elected professors, one scientific staff member and one student.
- (3) The Faculty Council elects the members of the examination board. Members are elected for two years and may be re-elected. The examination board elects a chairperson from among its members.
- (4) The examination board passes bylaws, to be approved by the Faculty Council. It has a quorum if at least three members are present and professors have the majority vote among present members. Decisions are taken with a simple majority. In case of a tie vote, the majority of professors shall be decisive; in case of a tie vote among professors, the chairperson shall have the decisive vote.
- (5) Student members of the examination board have no voting rights in the assessment, recognition or crediting of study and examination performance of fellow students and the appointment of examiners. In matters stipulated in sentence 1, student members may be excluded from consultation and participation if the student in question has not given consent. Student representatives must be excluded from the discussion of and decision on examination assignments.
- (6) The examination board ensures adherence to examination regulations and correct organization and implementation of examinations. The board is in particular responsible for the ascertainment and registration of module grades, the grade for the Master thesis and the final grade, and thereby the final examination result. Examiners' autonomous decisions remain unaffected.
- (7) Members of the examination board are entitled to be present at examinations in justified individual cases.
- (8) The chairperson convenes the examination board for regular meetings at least twice per semester. The chairperson arranges for proper documentation of all decisions, and for minutes to be taken. The Dean receives a copy of the minutes.
- (9) Meetings are not open to the public. The chairperson obliges the members of the examination board, their appointed proxies and the examiners to maintain confidentiality. The chairperson announces decisions or consultation results. Decisions and announcements must be filed.
- (10) The examination board may delegate the handling of standard cases to the chairperson. The chairperson shall decide on urgent cases. Urgency decisions must be confirmed by the examination board.

- (11) The chairperson reports to the Faculty Council on a regular basis once per year. The examination board makes suggestions for a review of examination regulations, the module manual and course schedules, and presents statistics on module grades and final grades.

§ 13 Examiners and assessors

- (1) The examination board appoints examiners and assessors. It may delegate their appointment to the chairperson.
- (2) University lecturers and experts from professional training and practice – as far as required or pertinent for the purposes of the examination – are authorized to hold examinations. Persons assessing examination performance must hold at least the qualification to be determined in this examination, or an equivalent qualification.
- (3) Full-time professors and holders of postdoctoral lecturing qualifications may be appointed as examiners if they meet requirements stipulated in (2). Extrabudgetary professors, honorary professors, visiting professors, research assistants and external contract lecturers may be appointed as examiners for the courses they give. As a rule, individuals mentioned in sentence 1 and 2 automatically qualify as examiners on the basis of their employment by the Faculty. The examination board may appoint other persons as examiners in justifiable individual instances. The same applies to persons mentioned in sentence 2 for examinations referring to other than their own courses.
- (4) Individuals appointed as assessors for oral examinations must be qualified experts. Appointment by the examination board serves as confirmation of the required expertise.
- (5) Examiners are independent in their examination related activities.

PART IV: Examination formats and modalities

§ 14 Examination system

- (1) The Master programme is based on the European Credit Transfer System (ECTS) and is ECTS compatible.
- (2) One credit in the meaning of these examination regulations corresponds to one ECTS credit. Credits are awarded if the candidate passes an examination concluding a module or submodule, or concludes the Master thesis with a grade of “sufficient” (4.0) or better. One credit corresponds to an average workload of 30 hours.
- (3) The examination office keeps a record of credits for each candidate admitted to the Master examination. Organizational circumstances permitting, candidates may request to check their personal credits and ask for a print-out any time.

§ 15 Examinations

- (1) Only students enrolled at Witten/Herdecke University for the Master programme in Philosophy, Politics, and Economics, or entitled on the basis of other UW/H study and examination regulations, may be permitted to the pertinent examinations.
- (2) Each module concludes with an examination which may be a single final examination or have several components. Submodule examinations may have different formats.
- (3) Examiner and candidates discuss and jointly determine the specific examination formats and formalities. The examiner has the final vote and is obliged to inform students of the decision well in advance, but at the latest before the registration period for the course ends.
- (4) Examiners award grades for module and submodule examinations. The lecturers of a module or submodule act as examiners. In justifiable individual instances the examination board may appoint other examiners instead.
- (5) Oral examinations will be held by several examiners, or one examiner in the presence of an expert assessor if the transparency of the examination is in doubt. Candidates are entitled to request an expert in the subject matter as an assessor. Minutes will be taken of each oral examination and filed in the examination office.
- (6) The Master examination comprises module examinations for mandatory modules, mandatory elective modules, elective modules and the Master thesis.
- (7) A successfully concluded module examination must have been passed with a grade of at least “sufficient” (4.0). In this case the candidate receives credits for the module. Credits for individual submodule examinations may be taken into account but not in the case of mandatory modules.

- (8) Students are to be informed of their grades within eight weeks after the submodule or final module examination. Announcement via the campus online system UWE is sufficient.
- (9) All module examinations are taken in the course of studies.
- (10) Each module examination is offered at least once per year.

§ 16 Examination formats

- (1) The following examination formats are used in the degree programme:
 - a. written examinations (see 2)
 - b. oral presentations (see 3)
 - c. oral examinations (see 4)
 - d. term paper (see 6)
 - e. independent projects and independent studies (see 8)
- (2) In written examinations candidates are expected to demonstrate their ability to elaborate on an assignment within a given time frame and with given technical aids and, employing the methods pertaining to the subject in question, find possible solutions. Duration: from 60 minutes (minimum) to 180 minutes (maximum).
- (3) In oral presentations candidates are expected to demonstrate the ability to explore a given subject matter within a given time frame in such a way that they can give a clear, structured and appealing presentation of the subject matter to the audience. They must be able to address pertinent questions, suggestions or discussion points in a knowledgeable manner.
- (4) In oral examinations candidates are expected to demonstrate that they have a grasp of the subject matter and can locate specific questions into context. Oral examinations also serve to determine a candidate's basis of subject knowledge. Listeners are permitted provided none of the candidates objects. Oral examinations are carried out as individual or group examinations with up to three candidates.
- (5) Oral examinations have a duration of between 30 (minimum) and 60 (maximum) minutes per candidate. The main topics and the result of the examination are recorded in the form of minutes. Candidates are to be notified of examination results subsequent to the examination.
- (6) In term papers candidates are expected to demonstrate their ability to elaborate on a given topic from a subject matter they are acquainted with within a given time frame.
- (7) Examinations must follow pertinent modules as soon as possible, at the latest in the sixth week of the subsequent semester.
- (8) Independent projects and independent studies offer candidates the opportunity to realize concepts of their own design or explore specific questions. In independent studies, candidates may combine submodules and locate them within a chosen context. These submodules must form part of elective modules, and the candidate must not have registered for the pertinent examination. The candidate must seek the approval of one of the persons mentioned in § 13 (3) 1 for a defined project proposal, and this person's

consent to supervise the project. The proposal must comprise a detailed description of the project or issue to be explored, a definition of performance to be evaluated, and defined assessment criteria where applicable. The candidate must submit the project proposal to the examination board. The examination board will as a rule approve the proposal and appoint the supervisor as examiner. Independent projects and independent studies may also be accepted as team projects. A maximum of 16 credits may be acquired from independent projects and independent studies.

- (9) A combination of examination formats is permitted.
- (10) The examination board ensures that each student cohort becomes familiar with a suitable range of examination formats.

§ 17 Master module

- (1) The Master module comprises a written part (Master thesis) and a Master colloquium. Candidates must complete both parts separately with success. Admission to the colloquium requires successful completion of the written part. Grades awarded for both parts enter the final grade with a ratio of 80 % for the Master thesis and 20 % for the colloquium.
- (2) In the Master thesis candidates are expected to demonstrate their ability to solve a scientific problem from their specific field of study autonomously by applying scientific methods and within a given time frame.
- (3) Upon a candidate's request the examination board arranges for this candidate to receive a topic for a Master thesis in good time. Candidates may make suggestions of their own. If an examiner from among the persons mentioned in § 13 (3) 1 agrees to supervise the Master thesis, the examination board shall assign this topic and this supervisor to the candidate in question.
- (4) Master theses must be registered with the examination office, and the date noted. Prior to registration candidates must complete all mandatory and mandatory elective modules and acquire 15 further credits.
- (5) The time frame for the Master thesis is five months. The examination board may extend the period by up to one month in justified individual cases, upon a candidate's request and with the examiner's consent. The earliest possible date for submission of the Master thesis is four months after registration.
- (6) Upon submission of the thesis, candidates must confirm in writing that they have compiled the thesis autonomously and not used other than the indicated sources or aids. The thesis must not have been submitted in part or in total in the context of another examination.

- (7) The Master thesis must be submitted to the examination office in three bound copies plus an electronic version on a suitable data medium such as CD or DVD within the time allowed (date of postmark for submission by mail). The date of submission must be placed on record. A Master thesis not submitted on time is rated as “failed”.
- (8) The written thesis shall be assessed by the supervisor and a second examiner. Scientific staff members may be appointed as second examiners.
- (9) Section (8) applies accordingly to the oral part of the examination.
- (10) If a Master thesis is graded or rated as “failed”, the candidate may repeat it twice. Further repetitions are not permitted. A repetition must be registered in the semester following the announcement at the latest.

§ 18 Grading of examination performance, calculation of grades

- (1) Examiners award grades for examination performance. The following grades are applicable:
 - 1 = very good, i.e. an excellent performance;
 - 2 = good, i.e. a performance considerably above average requirements;
 - 3 = satisfactory, i.e. a performance meeting average requirements;
 - 4 = sufficient, i.e. a performance still meeting requirements despite some deficits;
 - 5 = non-sufficient, i.e. a performance not meeting requirements due to considerable deficits.

Further differentiation is permitted by adding 0.3 to, or subtracting 0.3 from, the grades very good to sufficient. The following grades are not permitted: 0.7; 4.3; 4.7; 5.3.
- (2) A final grade for a module has to be awarded upon conclusion of the module. The final grade for a module examination is the weighted arithmetic mean of course grades, i.e. of grades for submodule examinations. Their weight is determined by the ratio of credits assigned to the module.

If a grade is calculated by the weighted average of all grades for individual examinations, then it is given by:

 - for an average up to 1.5 = very good;
 - for an average between 1.6 and 2.5 = good;
 - for an average between 2.6 and 3.5 = satisfactory;
 - for an average between 3.6 and 4.0 = sufficient/pass;
 - for an average between 4.1 and 5.0 = non-sufficient/failed.

In averaging grades, only the first decimal is of relevance, all further digits are dropped without rounding.

- (3) The final grade for the Master examination is calculated from the weighted average of successfully passed modules and the Master module. (2) sentences 3 to 5 apply accordingly.
- (4) Interpretation of international grades follows the scheme of national grades. The international grade is identical to the overall final grade for the Master certificate in English as stipulated in § 26 (7) and may be seen from the table below:

Grade (international)	Grade (national)
Excellent (A)	1.3 or better
Very good (B)	2.0 or better
Good (C)	2.7 or better
Satisfactory (D)	3.3 or better
Sufficient (E)	4.0 or better
Failed (F)	4.1 or below

§ 19 Repeat and supplementary examination

- (1) If the grade achieved in a module or submodule examination is less than sufficient (4.0) the candidate may
 - a. repeat the examination once, or
 - b. request a second repeat examination for mandatory modules.
 - c. If the candidate does not pass the second repeat examination for the mandatory module, or this examination is not rated as passed, he or she may apply to the examination board for a supplementary oral examination for which the board will appoint two examiners. The candidate will receive no better grade than 4.0 (sufficient) for a successfully passed supplementary oral examination.
- (2) If a candidate is unable to attend a module or submodule examination due to illness or for another cogent reason, the reasons given for nonappearance must be indicated and substantiated to the examination board in writing and without delay. A medical certificate must be submitted in case of illness. In this case the registration for the examination is declared void. A candidate who has acquired more than 50 % of credits required to complete a module may conclude the module with a separate examination upon request and with the consent of the examiner in question.

§ 20 Registration for examinations

- (1) The examination board decides on details governing registration for examinations. Procedures are announced via notice board and the campus online system UWE.
- (2) Registration deadlines for examinations are specified by the examination board and announced in UWE.
- (3) Withdrawal invalidates registration. The examination board defines the formalities of withdrawal. § 20 (2) applies accordingly if a candidate does not meet the deadline for withdrawal.

§ 21 Nonappearance, deception

- (1) An examination counts as failed, i.e. insufficient (5.0) if a candidate fails to appear for an examination without a valid reason or after commencing the examination does not conclude it without a valid reason. The same applies if a written examination is not concluded within the stipulated time.
- (2) Reasons for nonappearance or breaking off an examination must be indicated and substantiated in writing to the examination board without delay. § 19 (2) applies accordingly in case of nonappearance or breaking off due to illness.
- (3) The examination board shall decide on acceptance or rejection of reasons promptly, at the latest within one month after submission of same in writing. A candidate will be informed of rejection in writing.
- (4) If candidates try to influence their performance by deception, i.e. the use of inadmissible means, or violation of the rules of good scientific practice, or any other regulatory offence, their examination performance will be rated as “insufficient/failed” (5.0). The responsible examiner or supervisor identifies and records the attempt at deception. Examiners or supervisors may exclude candidates from attendance who disrupt proceedings, as a rule after due cautioning; in these cases the examination performance is rated as “insufficient/failed” (5.0). Reasons for exclusion must be placed on record. In serious cases or serious other infringements of regulations, the examination board may exclude a candidate from subsequent examinations.
- (5) If a module examination comprises several submodule examinations and the act of deception as defined in (4) occurs in a submodule examination, then the entire module examination is rated as “insufficient/failed” (5.0).
- (6) The candidate may request that the examination board revises decisions as defined in (4) sentences 1 and 2. For this purpose the candidate must submit reasons in writing to the examination office within seven working days after the decision has been taken. The examination board decides on the request within a period of six weeks and notifies the candidate of the decision without delay.

§ 22 Compensation for disadvantaged (handicapped and chronically ill) candidates

- (1) If students furnish evidence that due to chronic illness or handicap they are unable to render examination performance in part or in total in the stipulated form or within the deadlines stipulated herein, the examination board is obliged to extend the deadlines relevant for examinations, or to accept equivalent examination performance in an appropriate form. The same applies to the acquisition of credits.
- (2) Students may be requested to supply proof of a chronic disease or handicap, e.g. in the form of a medical certificate or disability card.

§ 23 Protective regulations

- (1) Candidates must inform the examination board in writing and well in advance of circumstances that may request protection under the Maternity Protection Act, Child Raising Benefit Act or Home Care Leave Act. The examination board will decide on appropriate steps.
- (2) The examination board may decide on compensation measures for foreign students upon request.

§ 24 Transfer of credits, admission to advanced semesters

- (1) Credits for study periods, course work and examinations from an identical degree programme at other universities within the area in which the German Basic Law applies are transferred ex officio without verification of equivalence.
- (2) Credits for study periods, course work and examinations from universities outside the above-mentioned area are transferred upon request, provided equivalence can be demonstrated. The same applies to credits acquired in a different degree programme in the above-mentioned area. Equivalence must be confirmed if study periods, course work and examinations are essentially consistent with the corresponding programme at the admitting university as to content, scope and requirements. Equivalence agreements approved by the Forum of Ministers for Cultural Affairs and the German Rectors' Conference on the basis of the Lisbon Convention as well as partnership agreements between universities are to be taken into account in the equivalence verification of credits acquired outside Germany. In case of doubt, equivalence may be checked with the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen).
- (3) The examination board decides on transfer of credit and is obliged to consult experts prior to confirming equivalence.

- (4) In case of transfer of credits from universities within and outside the area in which the German Basic Law applies, grades awarded in a comparable grading system are to be transferred, or converted where applicable, and integrated within the final grade. Credits acquired in a disparate grading system or other academic achievements acquired abroad are to be recorded as “successfully passed”, and transfer of these credits is to be indicated in the certificate.
- (5) Students who meet requirements from (1) to (4) are legally entitled to a transfer of credits; an examination result can be credited only once to the Master of Arts governed by these examination regulations. Students must present documentation required for transfer of credits, specifically of course content and examination requirements, number of attempted tests, and results. The examination board shall decide on transfer of credits within six weeks upon receipt of all required documents.

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PART V: Completion of degree programme

§ 25 Master examination

- (1) A candidate has successfully passed the Master examination with 120 acquired credits from mandatory modules, mandatory elective modules, elective modules and the Master module.
- (2) A candidate has finally failed the Master examination as soon as
 - a. the module examination for a mandatory module has been graded as below sufficient (4.0) three times, and a requested supplementary oral examination has been rated as failed, or
 - b. the Master module has been graded or rated as below sufficient (4.0) for the third time.
- (3) The chairperson of the examination board will inform candidates in writing who have definitely failed the Bachelor examination.
- (4) Candidates who have definitely failed the Master examination may request a confirmation of those parts of the examination that have been successfully passed.

§ 26 Master grade sheet, certificate and Diploma Supplement

- (1) Candidates who have successfully passed the Master examination receive a Master grade sheet.
- (2) The grade sheet contains a list of modules for which credits have been acquired, including the respective grades and the final grade for the Master examination. The grade sheet also gives the topic of, and the grade awarded for, the Master thesis.
- (3) The grade sheet is issued with the date of the last examination and signed by the chairperson of the examination board.
- (4) The grade sheet is accompanied by a Diploma Supplement.
- (5) Graduates receive, in addition to the grade sheet, the Master certificate with the date of the grade sheet, as the official document confirming the award of the Master degree in accordance with § 2.
- (6) The Master certificate carries the signatures of the Dean of the Faculty of Management and Economics and the chairperson of the examination board, and the seal of Witten/Herdecke University.
- (7) In addition candidates receive a Master certificate and a grade sheet in English, with details as stipulated in (2).

PART VI: Final provisions

§ 27 Invalid examination and withdrawal of Master degree

- (1) If a candidate's fraudulent conduct during examination becomes known only after issuance of the grade sheet, the examination board may correct the assessment for the corresponding examination with retrospective effect and declare all or part of the examination failed.
- (2) If admission requirements for an examination were not met without the candidate intending to cheat, and this fact becomes known only after issuance of the grade sheet, the passed examination will remedy this shortcoming. If a candidate has gained admission by intentionally deceitful means, the examination board will decide on legal consequences.
- (3) The candidate in question will be heard prior to any decision.
- (4) The incorrect grade sheet is to be revoked and a revised grade sheet to be issued where applicable. The deadline for decisions according to (1) and (2) sentence 2 is five years after the issuing date of the grade sheet. The same applies in case of a successfully passed Master examination.
- (5) If the Master examination in total has been declared as not passed, the Master degree must be withdrawn and the Master certificate revoked. The examination board will decide on withdrawal.

§ 28 Access to examination records

Candidates may request access to examination records, i.e. their own written tests, examiners' comments and minutes, up to one year after conclusion of the examination procedures. The chairperson of the examination board determines the date and place of such access or may authorize the examiners to do so.

§ 29 Entry into force

„These examination regulations for the Master programme „Philosophy, Politics and Economics (M.A.) at the Faculty of Management and Economics, Witten/Herdecke University, have retroactive effect from October 1, 2014.

Passed by the Faculty Council of the Faculty of Management and Economics on October 21, 2014. Issued on the basis of the Senate’s decision dated November 4, 2014.

Witten, November 14, 2014.

The President, Witten/Herdecke University.

Translated into English in November 2014.

The original German version is legally binding.

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