

## University of Bayreuth's Consolidated Version:

Care was taken to ensure the text of these regulations is accurate and up-to-date; the present version may nevertheless contain errors. The version published in the official gazette of the Bavarian State Ministry of Education, Science and the Arts, or available online at

[http://www.uni-bayreuth.de/universitaet/leitung\\_und\\_organe/Universitaetsverwaltung/abt1/amtliche-bekanntmachungen/index.html](http://www.uni-bayreuth.de/universitaet/leitung_und_organe/Universitaetsverwaltung/abt1/amtliche-bekanntmachungen/index.html) is the official version.

**Please note the effective dates of the amendments.**

**Examination and Study Regulations  
for the master's programme Physics  
as a full-time or part-time programme of study  
at the University of Bayreuth  
(version date: 20 October 2011)  
here the amended version of 20 March 2014**

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

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<sup>1)</sup> Any gender-specific language used in these regulations applies to both men and women.  
Changes will not be made to the wording of the individual regulations.

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### § 1

#### Purpose of the master's examination

<sup>1</sup>The master's examination represents the career-qualifying degree for master's studies, which builds on the bachelor's degree. <sup>2</sup>The master's examination is designed to assess whether the candidate

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possesses the requisite thorough subject-related understanding of the field of physics at the level of a master's degree to start with a professional practice or to move on to an academic career, and whether he or she is able to overview scientific coherences, to apply scientific knowledge and conduct independent work based on scientific principles. <sup>3</sup>One important aspect in this connection is acquiring the ability to carry out scientific work in special areas chosen in the programme. <sup>4</sup>Upon the candidate's passing of the master's examination, the University of Bayreuth, by way of the Faculty of Mathematics, Physics & Computer Science, awards the academic degree "Master of Science" (abbreviated as M.Sc.). <sup>5</sup>Using research-based education, the master's programme seeks to train graduates in such a way that they can, to a large extent, independently address issues in research and development and appropriately identify scientific methods.

## § 2

### Admission to the programme; qualification

- (1) <sup>1</sup>Requirement for admission to the master's programme is a bachelor's degree in Physics at the University of Bayreuth or an equivalent degree; in particular, the following are considered to be equivalent:
- a) successful completion of a bachelor's programme with at least 20 credit points in mathematics and at least 85 credit points in physics, at the University of Bayreuth or a different university in the Federal Republic of Germany with comparable coursework and examinations;
  - b) successful completion of a degree programme with at least 20 credit points in mathematics and 85 credit points in physics at a university abroad in a programme with comparable coursework and examinations;
  - c) successful completion of a programme of study in physics with a degree "*Erste Staatsprüfung für das Lehramt Gymnasien*" ["First State Examination for Teaching at *Gymnasien*"], or a comparable degree, or a *Diplom*;
  - d) other German or foreign degrees with examination requirements equivalent to those in the bachelor's programme Physics at the University of Bayreuth, as long as they meet the remaining requirements given in item a)

e) a programme of study at a higher education institution with a final grade of at least "1,2" and at least 20 credit points in mathematics and 85 credit points in physics.

<sup>2</sup>The board of examiners shall determine equivalency under the terms of Article 61 para 4 and Article 63 of the Bavarian Higher Education Act (BayHSchG).

- (2) In cases of a degree where the coursework and examinations as described in para 1 of the examination regulations for the bachelor's programme physics at the University of Bayreuth are not equivalent in content and scope, the board of editors can impose the condition on the applicant to complete during the first two semesters coursework and examinations in addition to the work required in the master's programme up to a total scale of 30 credit points, determined by the board of editors according to the examination regulations for the bachelor's programme physics at the University of Bayreuth, as amended; otherwise, the conditions for entry to the study are not considered as having been fulfilled.
- (3) Decisions as described in paragraphs 1 and 2 are to be made by the board of examiners which is constituted under the terms of §4.
- (4) <sup>1</sup>If the bachelor's certificate or an equivalent degree certificate is not yet available, a confirmation that all coursework and examinations required for the degree have been completed with a grade of "*ausreichend*" ["sufficient"] or better must be presented upon enrolment. <sup>2</sup>Such coursework and examinations are generally to have a scope of at least 180 credit points and include a bachelor's thesis. <sup>3</sup>Candidates who meet the requirements given in sentence 1 are permitted to enrol on the condition that they submit the relevant diploma certificate for a bachelor's programme or equivalent programme of study by the end of the second semester of study.

## § 3

**Structure of full-time and part-time study and the master's examination; standard period of study**

- (1) <sup>1</sup>The master's programme Physics is divided into modules. <sup>2</sup>A module refers to a combination of courses with coordinated content and an assessment component. <sup>3</sup>All modules in this programme of study are required modules that must be completed without exception. <sup>4</sup>The programme includes the following modules:<sup>a</sup>

Module title	Abbreviation	Type	Contact hours	Credit points	Assessment component
Advanced Experimental Physics	FEP	L+T	4	6	WOE
Physics Internship	PPD	MPI	6	6	WRR
Advanced Theoretical Physics	FTP	L+T	6	9	WOE
Physics Focus	SCP	L+T	8	12	WOE
Physics Specialization	SPP	L+T	4	6	WOE
Elective A	WFA	L+T	6	9	WOE
Elective B	WFB	L+T	4	6	WOE
Advanced Seminar Physics	HSB	AS	2	6	AP
Project Seminar	PPS	AS	10	15	AP
Teaching/Research Project	LPS	AS	10	15	AP
Master's Thesis	MA			30	MA
Total for Master's Programme			60	120	

<sup>a</sup> Possible course types: L = Lecture; T = Tutorial or Seminar; AS = Advanced Seminar; MPI = Main Physics Internship in Small Groups. The scope of the course is given in contact hours and credit points. Possible assessment components: WOE = Written or Oral Examination; WRR = Written Research Report; AP = Active Participation (ungraded assessment component).

<sup>5</sup>The courses that can be used for the modules are announced university-wide by the board of examiners at the start of the semester. <sup>6</sup>Elective A and B are to be taken with courses that are not in physics with a scope of no less than 6 credit points and no more than 15 credit points. <sup>7</sup>Registration is required for all module examinations. <sup>8</sup>When registering for a module examination, a course that can be used for this module is to be named on the basis of which the examination is to be conducted. <sup>9</sup>By way of naming the course while registering for a module examination, the course is considered to be selected for that module. <sup>10</sup>A course may be selected for no more than one module and can only be used once for the selected module. <sup>11</sup>It is permissible to select a greater number of courses for a module than required for completion. <sup>12</sup>In modules that can be fully covered by a single course, the student shall choose the number of selected courses for this module and thereby also the number of examinations to be completed. <sup>13</sup>In modules that require the selection of more than one course, at the request of the student as many courses as are necessary to fulfil the module requirements can be included for a joint examination. <sup>14</sup>During registration record is to be made of the request for a joint examination covering the content of several courses, and all courses to be examined together within the module are to be named. <sup>15</sup>Up to the submission of the master's thesis, the student can change the assignment of courses that are not examined in a joint examination as described in sentence 13 to the modules by submitting a written statement to the Examinations Office. <sup>16</sup>If the student completed additional examinations that are not required for successful completion of a module, the best examination results are to be taken into account when calculating the grade. <sup>17</sup>The remaining examination results play no role in the module grade, but can be documented on the certificate or a document enclosed with the certificate if the student submits a request to the Examinations Office. <sup>18</sup>In addition to examinations as part of modules in the study guide for the master's programme Physics, students are free to complete further examinations. <sup>19</sup>Successfully completed examinations can be noted in the certificate or a document enclosed with the certificate if the student submits a request to the Examinations Office.

- (2) <sup>1</sup>The master's programme Physics can be completed as a full-time or part-time student. <sup>2</sup>Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. <sup>3</sup>Changing from full-time to part-time study or from part-time to full-time study is possible only within the enrolment period of each new semester. <sup>4</sup>The programme comprises four semesters of full-time study including the master's thesis (standard period of study). <sup>5</sup>The programme comprises eight semesters of part-time study including the master's thesis. <sup>6</sup>In part-time study, a maximum of 20 credit points may be earned each semester. <sup>7</sup>Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study. <sup>8</sup>Details concerning the course of the programme are based on the relevant study guide.
- (3) Successful completion of the programme requires at least 120 credit points.
- (4) New students can begin the programme in the winter semester or the summer semester.

#### § 4 Board of examiners

- (1) <sup>1</sup>A board of examiners shall be formed to make the necessary decisions with regard to the admission to the master's programme and the organizational execution of the master's examination. <sup>2</sup>The board of examiners shall administer the examination proceedings in accordance with the present regulations and make all decisions with the exception of the examinations and the assessment thereof. <sup>3</sup>The board is made up of a chair and two additional members; the chair and the additional members shall each have one substitute. <sup>4</sup>The members of the board of examiners and their substitutes shall be elected by the faculty council from among the professors (Article 2 para 1 sentence 1 number 1 of the *Bayerisches Hochschulpersonalgesetz*) in the Faculty of Mathematics, Physics & Computer Science for a term of five years. <sup>5</sup>The board of examiners shall elect a chair and deputy chair from among its members.
- (2) <sup>1</sup>The board of examiners constitutes a quorum if the majority of members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting. <sup>2</sup>The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. <sup>3</sup>Vote abstention, secret voting, and proxy voting are prohibited.

<sup>4</sup>If votes are equally divided among its members, the chair's vote shall be decisive.

- (3) <sup>1</sup>The chair shall ensure that the provisions of these regulations are being followed. <sup>2</sup>He or she shall convene the meetings of the board of examiners and shall act as chair of its proceedings and decisions. <sup>3</sup>With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. <sup>4</sup>He or she must promptly inform the other members of any such decision - at the next meeting at latest. <sup>5</sup>In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked) the right to perform other duties of the board to the chair.
- (4) The board of examiners shall regularly report to the faculty council concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations.
- (5) <sup>1</sup>Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning legal remedies available. <sup>2</sup>Notices of appeal shall be issued by the president of the University of Bayreuth in consultation with the board of examiners.
- (6) The Examinations Office will support the board of examiners in organizing and conducting the examinations.

## § 5

### Examiners and co-examiners

- (1) <sup>1</sup>Any person who is authorized to administer examinations at institutions of higher education according to the Bavarian Higher Education Act (*BayHSchG*) and the *HSchPrüferV*, as amended, may serve as examiner. <sup>2</sup>Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.
- (2) <sup>1</sup>If a member of the University of Bayreuth who is an authorized examiner leaves the University, the board of examiners may decide upon his or her request that he or she remains an examiner for a reasonable period. <sup>2</sup>The authorization to administer examinations shall generally remain valid for up to three years.

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- (3) <sup>1</sup>Unless otherwise decided by the chair of examiners, the relevant instructor shall also serve as examiner. <sup>2</sup>If that instructor is not authorized to administer examinations in accordance with para 1, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

## § 6

### Disqualification due to personal involvement; confidentiality

- (1) Disqualification from consultation and voting on the board of examiners as well as other activities relating to examinations on the basis of personal involvement is governed by Article 41 para 2 of the *BayHSchG*.
- (2) The non-disclosure obligation that holds for members of the board of examiners, as well as examiners, co-examiners, and anyone else involved in the examination process is governed by Article 18 para 3 of the *BayHSchG*.

## § 7

### Admission to the examinations

Students who are enrolled in the master's programme in physics are considered *ipso facto* to be admitted to the examinations. <sup>2</sup>Requests in connection with § 8 are to be promptly submitted to the board of examiners following enrolment.

## § 8

### Credit transfer

- (1) <sup>1</sup>Periods of study, coursework, and examinations that have been acquired in a public or state-approved institution of higher education in the Federal Republic of Germany, by successful participation in a distance learning programme as part of a programme of study at a public or state-approved institution of higher education in the Federal Republic of Germany or in a study programme at a foreign higher education institution are to be transferred on the occasion of continuing studies, completing examinations, or starting an additional programme of study, unless the competences (learning results) are not equivalent. <sup>2</sup>In this connection, an overall appraisal is to be carried out concerning the significance of credits for achieving the aims of study and the purpose of the examinations.

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<sup>3</sup>The same applies to periods of study, coursework, and examinations that were completed at a public or state-approved higher education institution in Bavaria as part of a different programme under the terms of Article 56 para 6 numbers 1 and 2, in special programmes described in Article 47 para 3 sentence 1 or via the *Virtuelle Hochschule Bayern*.

- (2) The board of examiners can award transfer credits for equivalent achievements in a non-university setting in the amount of up to 18 ECTS points if it meets the requirements of Article 63 para 2 of the *BayHSchG*.
- (3) If credits are awarded for competencies, the grades are to be carried over and included when calculating the final grade, as long as the grading systems are analogous. <sup>2</sup>If the grading systems are not analogous, the remark "*bestanden*" ["passed"] shall appear in place of a grade; in this case, the course shall not be taken into account when calculating the final grade. <sup>3</sup>Transferred credits may be identified as such on the certificate. <sup>4</sup>The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. <sup>5</sup>If credit transfer is denied, the person concerned can appeal the decision by submitting a request for the University Board to review the decision within four weeks of notification of denial. <sup>6</sup>The University Board shall provide the board of examiners with a recommendation on how to proceed with the request.
- (4) Credit transfer requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to the announcement of the result of the last possible repetition of an examination in the corresponding module.

## § 9

### **Times for holding examinations; announcing examination times and examiners**

- (1) <sup>1</sup>Written and oral examinations are to be held once a semester. <sup>2</sup>Examination periods generally start in the last week of the lecturing period and are as a rule to be completed before the beginning of the lecturing period of the following semester. The chair of examiners shall announce the examination schedules.

- (2) <sup>1</sup>The examination times and the precise forms of course related examinations shall be determined by the relevant examiner and published university-wide, generally at the start of the semester. <sup>2</sup>A change of examiner on short notice shall only take place if there are urgent grounds for doing so.
- (3) Students must register for examinations by the published deadline, according to the process determined by the board of examiners.

### § 10

#### Elements of the examination

- (1) The master's examination comprises the module examinations listed in § 3 para 1, including the master's thesis.
- (2) The examinations serve to demonstrate that the examinee has reached the desired learning goals of the individual modules.

### § 11

#### Form of examinations

- (1) Examinations are carried out in the form of written examinations, oral examinations, written research reports, or on the basis of active participation.
- (2) <sup>1</sup>Active participation is generally demonstrated via an ungraded assessment component in the form of a written composition or a talk. <sup>2</sup>§ 9 para 2 sentence 1 applies *mutatis mutandis*.
- (3) <sup>1</sup>In the case of a written examination, the duration of an examination should be appropriate given the requirements of the corresponding course and shall be at least one hour and no longer than three hours; in this connection, an appropriate length is considered to be between 30 and 90 minutes per 2 contact hours of the course. <sup>2</sup>The examiner shall announce the precise duration of the examination at the beginning of the course or, at latest, four weeks prior to the examination date. <sup>3</sup>Written examinations are targeted at the learning goals of the respective courses. <sup>4</sup>The relevant examiner shall decide which resources may be used during the examination. <sup>5</sup>A written record of the examination is to be made. <sup>6</sup>The invigilator shall confirm the accuracy of the record by providing his or her signature.

- <sup>7</sup>The examination record sheet is to include all aspects of the examination that may be relevant to determining the grade.
- (4) <sup>1</sup>If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. <sup>2</sup>Candidates may leave the room during an examination if permission is granted by the invigilator. <sup>3</sup>The time and duration of absence are to be noted on the question paper.
- (5) <sup>1</sup>Written examinations are generally graded by the relevant examiner. <sup>2</sup>If an examinee receives the grade "*nicht ausreichend*" ["unsatisfactory"] on a written examination, a second examiner shall also provide an assessment. <sup>3</sup>The relevant examiners are to determine the grades for performance in the individual examinations under the terms of § 16. <sup>4</sup>If their assessments differ, the examiners shall engage in a discussion in which they try to agree on a grade in consideration of subject-related aspects. <sup>5</sup>If they cannot reach agreement, they are to inform the chair of examiners. <sup>6</sup>In this case, the chair of examiners shall appoint a third examiner, who is to provide a conclusive grade on the basis of the previous assessments. <sup>7</sup>An assessment of each written examination shall be provided no later than four weeks after the examination. <sup>8</sup>The graded written examination shall remain in the examination records.
- (6) <sup>1</sup>Grades for written examinations are to be announced according to the process determined by the board of examiners. <sup>2</sup>Notifications will not be sent individually. <sup>3</sup>Students are required to inform themselves, independently and in a timely manner, about examination results and the terms of the present regulations pertaining to the repetition of examinations.
- (7) <sup>1</sup>Oral examinations are to be held over a period of 15 to 60 minutes, depending on the requirements of the particular course. <sup>2</sup>Oral examinations are to be conducted in the German language, and are to be administered by two examiners or one examiner and one co-examiner. <sup>3</sup>At the request of the candidate and in consultation with the relevant examiner, the oral examination may also be held in the English language. <sup>4</sup>One examiner or the co-examiner shall complete an examination record sheet that includes the following: location, start time, and duration of the examination; examination subject-matter and results (grade); names of the two examiners or of the examiner and co-examiner; and any noteworthy incidents. <sup>5</sup>The record sheet is to be signed by the two examiners or by the examiner and co-examiner. <sup>6</sup>The examiners are to determine the grades for performance in the oral examinations under the terms of § 16.
- (8) <sup>1</sup>A research report is a written report on one's own laboratory or research work using the criteria and conventions customary in the field.

<sup>2</sup>It is to be completed following the corresponding internship or seminar. <sup>3</sup>The topic is to be chosen by the relevant examiner. <sup>4</sup>The scope of a research report should be appropriate. <sup>5</sup>The research report is generally to be submitted at the end of the semester in which the topic was assigned. <sup>6</sup>The topics for term papers are to be such that they can be completed within this time limit. <sup>7</sup>The chair of examiners may extend this deadline by up to three weeks at the request of the candidate after hearing the supervisor if there are exceptional grounds for doing so. <sup>8</sup>If the candidate demonstrates via a medical certificate that he or she was unable to work on the thesis, the deadline is extended accordingly. <sup>9</sup>Term papers that are not submitted by the stated deadline are to be graded as "*nicht ausreichend*" ["unsatisfactory"]. <sup>10</sup>The examiner shall determine the grade under the terms of § 16. <sup>11</sup>If a grade of "*nicht ausreichend*" ["unsatisfactory"] is assigned, paragraph 4 sentences 2 and 4-7 shall apply *mutatis mutandis*. <sup>12</sup>the graded copy of the research report shall remain in the records.

- (9) A written work as part of an ungraded assessment component is a written description of a topic assigned by the examiner and appropriate in length given the scope of the module.
- (10) A talk as part of an ungraded assessment component addresses a topic assigned by the examiner and shall have a reasonable duration of 45-90 minutes.

## § 12

### Master's thesis

- (1) <sup>1</sup>With his or her master's thesis the candidate should demonstrate that he or she is able, by making use of adequate resources, to address novel topics in the field using scientific methods and to describe these topics adequately in written form. <sup>2</sup>The topic may include interdisciplinary issues.
- (2) <sup>1</sup>An examiner (§5 para 1) in the Faculty of Mathematics, Physics & Computer Science, is assigned by the chair of examiners as supervisor and assessor, if possible in consideration of the candidate's wishes. <sup>2</sup>Students are to discuss the topic of the master's thesis with this examiner in a timely manner such that the topic of the master's thesis can generally be assigned by the examiner via the chair of examiners in the third semester of full-time study or sixth semester of part-time study, or at latest by the end or the fourth semester of full-time study or eighth semester in part-time study.

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<sup>3</sup>Record is to be made of the date on which the topic was assigned.

- (3) <sup>1</sup>The master's thesis is to be integrated into the programme of study and shall correspond to a workload of no more than 900 hours such that the master's thesis can be completed in six months. <sup>2</sup>The master's thesis is to be submitted no later than ten months after the topic was assigned in the case of full-time study or twenty months in the case of part-time study. <sup>3</sup>The chair of examiners may extend this deadline by up to two months in full-time study or four months in part-time study at the request of the candidate and after hearing the supervisor if the candidate is not responsible for not meeting the deadline. <sup>4</sup>If the candidate demonstrates via a medical certificate that he or she was unable to work on the thesis, the deadline is extended accordingly. <sup>5</sup>Theses that are not submitted by the stated deadline are to be graded as "*nicht ausreichend*" ["unsatisfactory"].
- (4) <sup>1</sup>The master's thesis may be written in German or English. <sup>2</sup>The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree. <sup>3</sup>A synopsis in the German language is to be included if the master's thesis was written in English.
- (5) <sup>1</sup>Three copies of the master's thesis are to be submitted to the chair of examiners (or his or her deputy) by the stated deadline. <sup>2</sup>Record is to be made of the date on which the thesis was submitted.
- (6) <sup>1</sup>Two typewritten, paginated, and bound copies are to be submitted. <sup>2</sup>The thesis must contain a table of contents and bibliography. <sup>3</sup>An additional copy is to be submitted electronically.
- (7) <sup>1</sup>With the board of examiners' approval, the candidate is entitled to return the topic once within the first two weeks after having been assigned the topic. <sup>2</sup>The supervisor shall submit a statement. <sup>3</sup>Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) <sup>1</sup>The chair of examiners shall forward the thesis to the appropriate assessor and appoint an additional assessor from among the examiners described in § 5. <sup>2</sup>The assessments shall be made available no later than one month after submission of the thesis.

<sup>3</sup>Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade given in § 16. <sup>4</sup>In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.

- (9) <sup>1</sup>If different grades are assigned, the grade for the master's thesis shall be the arithmetic mean of the assessments. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (10) <sup>1</sup>If the master's thesis is deemed "*nicht ausreichend*" ["unsatisfactory"], the chair of examiners or his or her deputy shall inform the candidate of the decision. <sup>2</sup>A master's thesis on a given topic may not be submitted a second time.
- (11) One copy of the master's thesis is to remain on record.

### § 13

#### Credit point system

- (1) <sup>1</sup>A record of credit points for accomplishments within modules is to be kept by the University of Bayreuth's Examinations Office for each student who is enrolled in the programme of study. <sup>2</sup>The credit points that appear on the transcript are identical with credit points as stipulated in the European Credit Transfer System.
- (2) <sup>1</sup>The number of credit points for modules is determined under the terms of § 3 para 1. <sup>2</sup>Within the means available, students shall be allowed to view the credit points they have earned at any time.

### § 14

#### Consideration of extenuating life circumstances

- (1) If duly requested, the following are to be observed: periods set aside by law for working mothers in § 3, 4, 6, and 8 of the Working Mothers Protection Act (*MuSchG*, dated 20 July 2002, BGBl p. 2318 - as amended), periods set aside under the laws concerning parental leave (*BEEG*, dated 5 December 2006, BGBl p. 2748 - as amended), and periods reserved for care of a family member (as stipulated in *PflegeZG*, dated 28

May 2008, BGBl pp. 874, 896 - as amended) who requires care as described in § 14 and § 15 of SGB XI, dated 26 May 1994 (BGBl pp. 1014 and 1015), as amended. <sup>2</sup>The appropriate evidence must be furnished; any changes in status are to be reported immediately.

- (2) <sup>1</sup>If duly requested, periods during which study was impossible or only possible to a limited extent for reasons beyond the student's control shall not be taken into account with regard to the examination schedule. <sup>2</sup>Corresponding evidence must be furnished; medical certificates must be presented in the case of illness. <sup>3</sup>Any changes in status are to be reported immediately.

## § 15

### Consideration of the special needs of disabled persons

<sup>1</sup>For the sake of ensuring equal opportunities, the particular needs of disabled examinees are to be appropriately accommodated. <sup>2</sup>Upon written request, the board of examiners shall determine on the basis of the degree of disability in what form a disabled examinee is to take the examination; alternatively, an extension of up to half the normal examination time may be granted. <sup>3</sup>Evidence of disability is to be provided by way of a medical certificate, which confirms that the candidate is unable (entirely or in part) to take the examination in its usual form due to a lasting or permanent disability. <sup>4</sup>The request is to be submitted together with the examination registration. <sup>5</sup>If the request is submitted later, it shall only be valid for subsequent examinations.

## § 16

### Examination grades

- (1) The following grading scale will be used in the assessment of the individual assignments and examinations; the digit to the right of the comma enables a more differentiated assessment between the whole-number values.

"sehr gut" (excellent)	= 1,0 or 1,3
"gut" (considerably better than average)	= 1,7 or 2,0 or 2,3,
"befriedigend" (average)	= 2,7 or 3,0 or 3,3

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"ausreichend" (fulfils the minimum requirements despite deficiencies)	= 3,7 or 4,0
"nicht ausreichend" (unsatisfactory due to considerable deficiencies)	=5,0

- (2) <sup>1</sup>If a greater module examination is made up of multiple examinations, the grade for the module shall be established by calculating the arithmetic mean after weighting the components based on credit points. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). <sup>3</sup>Module grades are as follows:

average grade of 1,5 or better	= "sehr gut"
for an average grade of 1,6 up to and including 2,5	= "gut"
for an average grade of 2,6 up to and including 3,5	= "befriedigend"
for an average of 3,6 up to and including 4,0	= "ausreichend."

## § 17 Final grade

- (1) <sup>1</sup>The overall grade for the master's examination is calculated by taking the average of the module grades, weighted according to the credit points awarded, and the grade for the master's thesis weighted with twice the number of credit points. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (2) Candidates who pass the master's examination are to receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet", up to 1,5 is "sehr gut", up to 2,5 is "gut", up to 3,5 is "befriedigend", up to 4,0 "ausreichend".
- (3) Calculation of the final grade is to be carried out by the chair of examiners; the certificate or an attached document shall indicate how the final grade was calculated.
- ~~(4)~~ <sup>1</sup>In addition to the degree certificate, an ECTS grading table will be issued as stipulated in the ECTS guidelines in the version dated 6 February 2009. <sup>2</sup>This table displays what percentage of programme graduates in a given time frame received the same final grade as described in paragraph 2.

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<sup>3</sup>Those programme graduates who were awarded their diplomas in the previous 8 semesters shall serve as the reference group as long as it includes at least 30 persons. <sup>4</sup>The date of the last examination shall be decisive in assigning graduates to a particular semester. <sup>5</sup>If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. <sup>6</sup>If the programme of study does not yet have as many graduates as the minimum number required of the reference group, an ECTS grading table will be issued as soon as the minimum number is reached. <sup>7</sup>For degrees awarded before the minimum number is reached, an ECTS grading table will be issued at a later date upon request once the minimum number has been reached. <sup>8</sup>The graduate's own graduating class is also to be included in the reference group. <sup>9</sup>The size of the reference group and the time frame is to be included.

## § 18

### Passing the master's examination

- (1) Passing the master's examination requires a grade of "*ausreichend*" ["sufficient"] or better for the master's thesis and each module; in addition, all 120 credit points must be earned and all requirements mentioned in § 2 para 2 and 4 must be fulfilled.
- (2) <sup>1</sup>If the candidate has not fulfilled the credit points given in paragraph 1 by the end of his or her sixth semester in full-time study or twelfth semester in part-time study due to reasons under his or her control, then the candidate shall be considered as having failed the master's examination on the first attempt. <sup>2</sup>Minor breaches of the set deadline that arise due to the course of the examination proceedings are permissible. <sup>3</sup>Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.
- (3) <sup>1</sup>If the missing examinations are not passed by the student within a year of the deadline given in paragraph 2 sentence 1 for reasons under his or her control, or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the master's examination on the final attempt. <sup>2</sup>The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. <sup>3</sup>Notice shall be sent to inform the candidate that he or she has failed an examination on the final attempt in accordance with § 4 para 5 in conjunction with Article 41 of the Bavarian Administrative Procedures Act (*BayVwVfG*) as amended. <sup>4</sup>The board of examiners may grant the student an extension of the deadline on the basis of a request that need to be submitted before the end of the deadline stated in sentence 1 for special circumstances beyond his or her control.

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- (4) <sup>1</sup>If the candidate withdrew from the university prior to the deadline stated in paragraph 2 sentence 1, any failed examinations must be repeated within a year of withdrawal. In order to do so, enrolling again in accordance with Article 42 para 2 sentence 1 of the Bavarian Higher Education Act (*BayHSchG*) will be required. <sup>2</sup>If the examinations stated in sentence 1 are not passed by the student within a year of the stated deadline or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the master's examination on the final attempt. <sup>3</sup>Notice of failing the examination shall be sent to the student regardless of his or her enrolment status. <sup>4</sup>Paragraph 3 sentences 3 and 4 apply *mutatis mutandis*.

### § 19

#### Repeating examinations at the University of Bayreuth

- (1) <sup>1</sup>Within the limits of § 18 para 3 sentence 1, any failed examination can be repeated as often as necessary with the exception of the master's thesis. <sup>2</sup>The repetition of the examination need not necessarily be held in the framework of the same course as the previous failed examination. <sup>3</sup>The repetition of a failed written examination can be held as an oral examination. <sup>4</sup>Study-related organizational measures are to be in place to ensure that examinations can generally be repeated within six months.
- (2) <sup>1</sup>Voluntary repetition of a master's thesis with a grade of 4,0 or better is not permissible. <sup>2</sup>Voluntarily repeating passed examinations in a different module than the master's thesis is only permitted if the examination is based on a different course than that of the passed examination.
- (3) <sup>1</sup>The master's thesis can be repeated with a new topic if the student receives a grade of "*nicht ausreichend*" ["unsatisfactory"] for the thesis. <sup>2</sup>The new topic is to be assigned within four weeks of announcing the grade. <sup>3</sup>The provisions of § 12 also apply *mutatis mutandis* for repeating the master's thesis. <sup>4</sup>Repeating the master's thesis for a second time is not permitted.

**§ 20****Notice of failing master's examination**

If a candidate has failed the master's examination on the final attempt, then a written notice shall be sent to him or her within two weeks upon request (including evidence of the corresponding grades); the notice shall include a list of the individual examination grades as well as the missing examination elements.

**§ 21****Access to examination documents**

- (1) Following the conclusion of an examination element, the candidate may - upon request and within the means available - be granted access to his or her graded examination documents, the corresponding assessor's reports of the examination as well as the record sheets for the examination.
- (2) <sup>1</sup>Such requests are to be made no later than one month after the degree certificate is awarded.  
<sup>2</sup>Article 32 of the *BayVwVfG* shall apply *mutatis mutandis*.

**§ 22****Defects in the examination proceedings**

- (1) If it is shown that there were defects in the examination proceedings which influenced the examination results, the candidate or the board on its own initiative shall request that the relevant examinations be repeated.
- (2) Any defects in the examination proceedings or circumstances preventing the candidate from completing the examination are to be reported to the examiner or the chair of examiners without delay, and in any case, prior to notice being given of the examination results.
- (3) Claims under the terms of paragraph 1 must be made within six months of the examination's conclusion.

### § 23

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

- (1) <sup>1</sup>Candidates who have registered for an examination may withdraw without providing a rationale by submitting a written statement of withdrawal by the deadline announced by the board of examiners. <sup>2</sup>If the candidate fails to appear for an examination for which he or she was registered for reasons under his or her control or withdraws subsequent to the deadline stated in sentence 1, he or she will be considered to have failed the examination.
- (2) <sup>1</sup>The grounds for failing to appear - or as long as paragraph 1 sentence 1 do not apply - for withdrawal must be submitted to the board of examiners without delay and substantiated by *prima facie* evidence. <sup>2</sup>The same applies to inability to take the examination due to circumstances arising before or during the examination. <sup>3</sup>Inability to take the examination due to illness must be documented with a medical certificate. <sup>4</sup>If the board of examiners accepts the reasons given, the chair of examiners shall schedule a new examination time in accordance with § 9.
- (3) If withdrawal or failure to appear is caused by reasons beyond the candidate's control, examination elements completed up to that point are to be recognized.
- (4) <sup>1</sup>If the candidate attempts to influence the result of an examination by cheating or making use of materials that are not permitted, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"]. <sup>2</sup>Any candidate who causes considerable disruption to the course of an examination may be removed by the invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "*nicht ausreichend*" ["unsatisfactory"].

### § 24

#### **Invalidating an examination**

- (1) If a candidate cheats during an examination and this fact does not come to light until after the degree certificate is issued, the board of examiners may retroactively change the relevant grades accordingly and declare the master's examination to be failed either in part or entirely.
- (2) <sup>1</sup>If the registration requirements for the examinations were not met by the candidate without this having involved any cheating on the part of the candidate, and if this fact does not come to light until after the degree is issued, then this fault shall be considered rectified via the candidate's passing of the master's examination.

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<sup>2</sup>If the candidate registered by intentionally providing false information, the board of examiners shall decide whether to revoke any unlawful administrative acts on the basis of the general principles of administrative law.

- (3) The candidate shall be permitted to make a statement prior to the decision.
- (4) The inaccurate degree certificate is to be taken away and, if applicable, replaced with a new one. A decision as stated in para 1 and para 2 sentence 2 is only possible within five years of the date of the certificate.

## **§ 25**

### **Awarding the master's degree; diploma**

- (1) <sup>1</sup>Upon successful completion of the master's examination, a diploma, a certificate and a diploma supplement are to be issued within four weeks of demonstrating completion of the required modules. <sup>2</sup>The diploma is to include the title of the programme of study. <sup>3</sup>It is to be signed by the dean of the Faculty of Mathematics, Physics & Computer Science and stamped with the seal of the University. <sup>4</sup>Upon issuance of the diploma, the graduate is given the right to bear the title "Master of Science". <sup>5</sup>This title is to be abbreviated "M.Sc." and placed behind the surname.
- (2) <sup>1</sup>The certificate is to include the title of the programme of study, the final grade, all module examinations together with the chosen courses, grades for the individual examinations, as well as the topic of the master's thesis and the grade for the thesis. <sup>2</sup>The certificate is to be signed by the chair of examiners. <sup>3</sup>The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. <sup>4</sup>In addition, a "Diploma Supplement" is to be signed by the chair of examiners and issued. <sup>5</sup>In addition to the certificate, an ECTS grading table is to be issued under the terms of § 17 paragraph 4.
- (3) Any revocation of the degree "Master of Science" is to be carried out in accordance with the legal regulations (Article 69 of the Bavarian Higher Education Act).

## **§ 26**

### **Academic advising**

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.

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- (2) <sup>1</sup>The programme advisor for the master's programme Physics is to be responsible for questions relating to the master's programme Physics (i.e. structure of the programme, organization of studies, course selection, and questions concerning examinations). <sup>2</sup>His or her name can be found in the course catalogue.
- (3) <sup>1</sup>In the course of each semester, the programme advisor shall offer advising for all students enrolled in the master's programme. <sup>2</sup>Programme-specific advising is recommended especially for the following persons:
- new students,
  - following failed examination attempts or attempts to complete assessment components,
  - students who recently failed an examination,
  - students transferring from a different degree programme or university,
  - students who have considerably less than 30 credit points per semester in full-time study or 15 credit points per semester in part-time study.

## § 27

### Effective date

- (1) <sup>1</sup>These regulations shall take effect on the day following their publication. <sup>2</sup>They shall be valid for all students enrolling in this programme for the first time in Summer Semester 2011 or later.
- (2) They shall replace the previous Examination and Study Regulations for the Master's Programme Physics (*Kondensierte Materie*) at the University of Bayreuth, dated 15 October 2008 (AB UBT 2008/090). \*)

\*) This set of amendments contains the following provisions with regard to the effective date:

<sup>1</sup>These regulations shall take effect on the day following their publication. <sup>2</sup>Notwithstanding sentence 1, the provisions of § 19 para 3 and 4, § 1 number 10 item c apply to all examinations completed after 1 April 2011.

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