

Only the current German version published in the Official Notices of the University of Cologne is legally binding.

Examination Regulations for the Master programme in

Business Administration

in the fields of study

Accounting and Taxation

Finance

Corporate Development

Supply Chain Management

Marketing

Media and Technology Management

for the Master programme

Economics

for the Master programme

Political Science

for the Master programme

Sociology and Social Research

for the Master programme

Information Systems

for the Master programme

Economic Research

for the Master programme

International Management

at the Faculty of Management, Economics and Social Sciences at the University of Cologne

Dated 16th September 2015

	source of information	enter into force
Erstfassung	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 128/2015	01.10.2015

	source of information	enter into force
first amended version 12.09.2016	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 122/2016	01.10.2016
second amended version 21.08.2017	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 100/2017	01.10.2017
third amended version 11.09.2018	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 81/2018	01.10.2018
fourth amended version 19.03.2019	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 37/2019	01.10.2018
fifth amended version 03.09.2019	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 86/2019	01.10.2019
sixth amended version 10.09.2020	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 109/2020	01.10.2020
seventh amended version 09.09.2021	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 82/2021	01.10.2021
Eighth amended version 04.08.2022	Official Notices of the University of Cologne (Amtliche Mitteilungen der Universität zu Köln) Nr. 67/2022	01.10.2022

On the basis of Section 2, Paragraph 4 and Section 64 of the Higher Education Act of the State of North Rhine-Westphalia (Hochschulgesetz - HG) in the version of the Higher Education Law (Hochschulzukunftsgesetz - HZG) of 16 September 2014 (GV. NRW. 2014 page 547), the Faculty of Economics and Social Sciences of the University of Cologne has issued the following regulations:

Section 1 Scope	5
Section 2 Objective of the programme.....	5
Section 3 Degree awarded.....	5
Section 4 Programme commencement, standard period of study, organisation of the programme.....	6
Section 5 Total credit points and programme structure.....	6
Section 6 Modules.....	7
Section 7 Credit point system and general criteria concerning the awarding of credit points .	9
Section 8 Extracurricular Offers.....	9
Section 9 Course.....	10
Section 10 Academic counselling, subject-specific academic counselling, examination counselling	12
Section 11 Credit transfers	12
Section 12 Types of examination.....	14
Section 13 Multiple choice examinations	17
Section 14 Language of examination.....	18
Section 15 Registration for and admission to examinations.....	18
Section 16 De-registering, failure to attend and withdrawal from examinations	20
Section 17 Special examination arrangements and protective provisions	21
Section 18 Assessment of examinations	21
Section 19 Notification of examination results	25
Section 20 Resits of end-of-module examinations.....	26
Section 21 Master thesis module.....	27
Section 22 Examination Board	30

Section 23 Examiners, observers, electronic plagiarism checks	32
Section 24 Cheating and offences	34
Section 25 Invalid examinations, revocation of master degrees.....	35
Section 26 Examination file, access to files	36
Section 27 Completion of the programme and documents issued upon completion	37
Section 28 Transitional provisions	38
Section 28a Expiry of Regulations.....	38
Section 29 Credit points for and scope of the master degree in Business Administration	39
Section 30 Credit points for and scope of the master degree in Economics.....	40
Section 30a Nature and Scope of the Master's Examination for the Economics Programme	41
Section 30b Nature and scope of the Master's Examination for the Economic Research Programme	43
Section 31 Credit points for and scope of the master degree in Political Science	43
Section 32 Credit points for and scope of the master degree in Sociology and Social Research.....	44
Section 33 Credit points for and scope of the master degree in Information Systems.....	45
Section 33a Credit points for and scope of the master degree in International Management	46
Section 34 Publication and entry into force.....	47
Article II	47
The structure of each programme can be seen in its module catalogue.	48

Section 1 Scope

¹These Examination Regulations cover programme details, the examination procedure and the degree awarded for the programmes in Business Administration in the different fields of study, Economics, Political Science, Sociology and Social Research, Information Systems, Economic Research and International Management at the University of Cologne. ²The module contents and requirements, and the fields of study are set out in the annexes. ³The annexes form part of these Examination Regulations.

Section 2 Objective of the programme

¹The master's programme prepares students for a management career in the public or private sector. ²It is designed to enable students to be flexible in the skill set they choose to acquire by providing them with a wide range of options. ³Before commencing their studies or during term breaks, students are recommended to undertake internships independently of their courses to supplement the content of the programme and gain first-hand experience of practice significant to their chosen programme; when planning internships, exam candidates must bear in mind the scheduling of any examinations of relevance to themselves. ⁴Other potential career opportunities include research and academic teaching. ⁵Students will acquire the necessary expertise to be able to consider questions and problems in the above-mentioned areas of employment and fields from a theoretical angle, and to develop and implement strategies and solutions that meet individual and collective requirements using a methodical, rational approach. ⁶The programme provides students with the capability and encourages them to keep abreast of research findings and professional practice by independently continuing their professional development.¹

Section 3 Degree awarded

Students who successfully complete the programmes in Business Administration, Economics, Sociology and Social Research, Information Systems, Economic Research and International Man-

¹Students acquire the knowledge and competences required to exercise good scientific practice and to act responsibly in science in accordance with the "Guidelines of the University of Cologne on Good Scientific Practice" (Official Notices of the University of Cologne 8/2022) as amended.

agement are awarded the academic title of "Master of Science, M.Sc."; for the successfully completed programme in Political Science students are awarded the academic title of "Master of Arts, M.A.

Section 4 Programme commencement, standard period of study, organisation of the programme

(1) Admission to the programme shall be governed by separate regulations.

(2) ¹The programme can only be begun in the fall term. ²The standard period of study is four terms.

(3) ¹The Faculty of Management, Economics and Social Sciences (hereinafter referred to as "the Faculty") shall organise the programme in such a way that it can be completed within the standard period of study. ²The Faculty shall provide appropriate assistance to students to help them organise their studies; this shall include providing programme-specific advisory services and evaluating and assuring teaching quality.

(4) ¹A curriculum overview shall be drawn up and made accessible in an appropriate form. ²This curriculum overview does not form part of the Examination Regulations.

(5) ¹The programme in Business Administration with Accounting and Taxation, Finance, Corporate Development, Supply Chain Management or Marketing; the programme in Economics, the programme in Political Science and the programme in Economic Research are delivered in German and English. ²There are specific study plans for these programmes, in which students only take modules that are delivered and examined in English. ³The Chair of the Examinations Board can, on request, waive the need for proof of knowledge of the German language if the student can provide proof of English language proficiency at level B2 as defined by the Common European Framework of Reference for Languages.

Section 5 Total credit points and programme structure

(1) Students must earn 120 credit points, as described in Section 7, during the programme.

(2) ¹The Business Administration programme comprises at least 11, 12 or 13, the Economics programme comprises at least 14, the Political Science programme at least 12, the Sociology and Social Research programme at least 11, the Information Systems programme at least 13, the Economic Research programme at least 16 and in the International Management programme at least 13 modules specified in section 6. ²The programmes are each divided into core, advanced, supplementary and specialisation modules. ³The provisions concerning the total credit points for and structure of the programme are set out in the sections 29 to 33a.

(3) The programmes shall be conducted in accordance with the respective provisions set out in the annexes to these Examination Regulations.

(4) If one or more modules from another faculty are offered in the course of study, the regulations of the faculty offering the module shall apply to them. ²The modules concerned are shown in the module descriptions.

Section 6 Modules

(1) The programme is modular in structure.

(2) ¹Modularisation is a process whereby subject matter is grouped into discrete, consecutive units of related topics, which carry credit points (CPs). ²The module content is designed to be able to be delivered within one term or one academic year as a rule. ³Where there are special grounds to do so, a module can also be designed to run for more than two terms.

(3) ¹Modules usually carry 6, 9, 12, 15 or 18 credit points. ²Modules worth six credit points can usually be completed within one term; the other modules usually take a maximum of two terms to complete.

(4) The following types of module exist:

- a) Core modules, which are designed to deliver basic knowledge,
- b) Advanced modules, which build on the modules specified in a) and are designed to enable the student to develop more advanced knowledge and skills,
- c) Specialisation modules, designed to enable the student to specialise in a certain area,
- d) Supplementary modules, which can be taken at any time during the programme.

(5) Modules can be offered as compulsory or elective modules:

- a) Students *must* take the compulsory modules; these modules are marked "Pflichtmodul" in the annexes,
- b) Students must choose elective modules from a list and are required to study them as per the provisions set out in the annexes.

(6) ¹Provisions concerning the individual modules and the end-of-module examinations are set out in the annexes. ²In particular, they cover the:

- a) module code,
- b) module title,

- c) conditions of participation in the module,
- d) module start date,
- e) module availability (which term),
- f) module duration in terms,
- g) teaching formats for the module and compulsory participation,
- h) examination requirements,
- i) type and duration of the end-of-module examination, any examination components and the rules concerning the pass mark and resits,
- j) language of examination,
- k) limits on attempts,
- l) indication of whether the module is compulsory or elective,
- m) credit points attainable for the module,
- n) prerequisites for awarding credit points,
- o) in the case of elective modules: credit points the module contributes to the overall credit points available for the elective in question,
- p) weighting of the module mark in relation to the overall mark.

³If a module and the associated examination are not offered again in the following semester, another date must be offered for this examination in the same semester or in the following semester. ⁴This date must be set in such a way that, taking into account the registration deadlines for the further date, students who have not passed the examination in the first date can also register for this further date. ⁵In consideration of sentence 4, the further date must be set promptly, but no later than in the following semester. ⁶The provisions of sentences 3 to 5 shall only apply to modules which are concluded with an examination in accordance with § 12, paragraph 3, letters a to c.

(7) ¹As a rule, modules are concluded with an examination. ²For modules worth 6 credit points, the module examination shall consist of one examination element. ³For modules worth 9 credit points, the module examination may consist of two examination elements. ⁴For modules worth 12, 15 or 18 credit points, the module examination may consist of a maximum of three examination elements. ⁵Individual modules may also be completed without an examination. ⁶The corresponding regulations are shown in the annexes.

(8) If an end-of-module examination consists of several examination components, they are usually different types or forms of examination as described in Section 12 (2) to (6).

(9) ¹Prerequisites may be defined for participation in a module or module element. ²The prerequisites are specified in the annex.

Section 7 Credit point system and general criteria concerning the awarding of credit points

(1) ¹Students receive credit points (“CPs” or “LP” in German) as evidence of successful participation in modules. ²Credit points are calculated based on the anticipated student workload for the module and are a quantitative indicator of the total workload for the programme. ³They include both the time spent in class and on preparing for and following up classes (i.e. for contact hours and self-study), revision for examinations, examinations themselves, including the thesis and final examination (of the course) as well as study time and, where appropriate, practical components. ⁴Credit points are equivalent to the credits awarded in the European Credit Transfer and Accumulation System. ⁵One credit point corresponds to an average workload of around 30 hours. ⁶As a rule, students are required to earn 60 credit points per year of study.

(2) ¹Credit points are awarded when the students can show that they have completed all of the course work and passed all of the examinations required for the module in question. ²Section 48 (5) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia shall apply in respect of accumulation of credit points during academic leave. ³Notwithstanding Section 48 (5) of the HG Act, course work conducted and examinations taken on non-completed modules can be shown on the transcript of records.

(3) The same lecture course may not award credit points multiple times for different modules in a programme or different areas of study.

Section 8 Extracurricular Offers

(1) ¹In parallel to the modules of his/her programme, each student may complete other lecture courses and examinations as part of the Studium Integrale programme offered by the University of Cologne. ²After successfully or unsuccessfully completing a lecture course or examination on a definitive basis, this lecture course or examination cannot be repeated as part of the student’s original programme. ³Students completing bachelor’s programmes shall be given priority for lecture courses with capacity limitations. ⁴If the assessment of an examination or the registration of participation in a course has not yet been entered in the Campus Management System at the time when the successful completion of the course is determined in accordance with Section 27 (1) sentence 1, the registration for the examination or participation in a course shall be cancelled ex officio, unless the student objects within a period of two weeks after receipt of the notification of the successful completion of the examination procedure.

(2) ¹Any extracurricular achievements shall not be recognised in the overall mark or the marks awarded for specific areas of study; the limitations on the number of examination attempts defined by sentence 2 of Section 20 (1) do not apply. ²The examination results shall be documented

in the transcript of records, including the results of any lecture courses or examinations that the student did not attend or did not successfully complete.

Section 9 Course

(1) The courses are usually delivered in one of the following formats:

a) Lecture (“Lecture”): A coherent session in which basic and specialist knowledge and methods are presented and taught to students, usually in classes that take place at regular intervals throughout the term.

b) Seminar: Discourse on fundamental or more advanced issues.

c) Exercise (“Exercise”): Course that accompanies lectures or seminars. Involves discussion of tasks and independent work to gain a more advanced understanding of course content or work on exercises/experiments with the aim of acquiring and consolidating knowledge.

d) Practical component (“Praktikum”): Students acquire and consolidate knowledge by performing practical tasks or experiments. Practical components can be conducted within the University (e.g. lab practicals) or outside (e.g. field practicals, internships or teaching placements).

e) Field trip (“Exkursion”): Class conducted outside the University to enable students to see how aspects of the subject matter they have covered work in real life, to grasp relevant factors/structures based on observation and to practise applying the knowledge they have acquired and/or draw conclusions.

f) Language course: Course in which students acquire and/or deepen knowledge of a foreign language.

g) Project: Actions-based, independent work on a complex task or problem in consecutive phases (planning, execution, presentation of results), usually within a specified period.

h) Tutorial (“Tutorium”): Usually accompanies basic courses. Students practise techniques and develop a more advanced understanding of basic knowledge in small groups; the complex content of the main course is explained to them or practical examples are used to illustrate theoretical aspects.

(2) The course formats described in (1) above can be offered in combined form.

(3) ¹If the number of participants on a course has to be limited due to the nature or purpose of the course or for other reasons related to research, artistic development projects, teaching, artistry or patient care, and if the number of applicants exceeds the capacity, the number of participants can be limited in accordance with Section 59 (2) of the Higher Education Institution Act of the Fed-

eral State of North Rhine-Westphalia ("HG"). ²Students who need to attend the course in question at that particular time in order to progress with their studies must be given priority. ³All other details shall be specified by the Faculty in separate regulations for each course concerned. ⁴As far as resources allow, it shall be ensured that students do not lose any time due to limits on participant numbers. ⁵In order to be admitted to examinations related to limited-participation courses, students must have attended the courses upon which the examinations are based.

(4) ¹Admission to an examination or the award of credit points may require regular participation in courses in modules and their examination. ²The relevant provisions are set out in the Annex. ³The requirement of regular attendance is only permissible if it is proportionate and the learning objective can only be achieved through regular attendance. ⁴As a rule, this is the case if at least one of the following reasons applies:

a) The obligation to demonstrably participate regularly in modules or courses results from the introduction to and practice of academic discourse, which is the primary and formative element and essential learning objective of the module or course. Scientific discourse is characterised by the presentation of scientific questions and argumentation and one's own positioning as well as critical reflection and mutual exchange about what has been presented.

b) The obligation to demonstrably participate regularly in modules or courses results from the didactic design of the course, which, in order to achieve the learning objective, provides for permanently participative, interactive and cooperative teaching and learning formats as well as the reflection on the contents and results under guidance.

c) The obligation to provide evidence of regular participation in modules or courses is prescribed by legal provisions.

d) The obligation to provide evidence of regular participation in modules or teaching events is mandatory for reasons of occupational health and safety and laboratory safety.

e) The obligation to provide evidence of regular attendance at modules or teaching events results from the need to acquire practical skills and abilities that cannot be acquired in any other way, and to test, practise and reflect on them under supervision.

f) The obligation to demonstrably regularly participate in modules or teaching events arises from the need to practise sign language or oral or written language skills and abilities as well as their practical linguistic performance and reflection within the framework of communicative and personal interaction under guidance.

g) The obligation to demonstrable regular participation in modules or teaching events arises from the necessity of examining content-relevant objects and contexts in situations and the location- and situation-dependent acquisition of practical or occupation-relevant skills and abilities with the inclusion of non-university learning locations.

⁵As a rule, regular attendance is verifiable if the number of absences does not exceed 20%. ⁶In particular in the case of internships and excursions, this may be deviated from. ⁷Corresponding regulations are stated in the annexes. ⁸If attendance is compulsory, absences cannot be compen-

sated by other work. ⁹ Section 17 paragraphs 2 to 4 shall remain unaffected. ¹⁰Regular participation in the courses and their preparation and follow-up is recommended.

Section 10 Academic counselling, subject-specific academic counselling, examination counselling

(1) Legally binding information concerning examinations is supplied by the Chair of the Examination Board, his or her deputy, the manager of the relevant Examination Office or his or her deputy.

(2) ¹The University of Cologne has a Student Advisory and Counselling Centre (“Zentrale Studienberatung”), which provides general advice for students, particularly with regard to study options and programme requirements. ²There are also Faculty-wide advisory services for general academic advice. ³The *Beratungszentrum des Zentrums für LehrerInnenbildung* is also available to provide general academic advice on the teacher education programmes.

(3) ¹Programme-specific advice is provided during the designated times by the University’s associated teaching staff involved in the teaching on the programme. ²The designated times shall be announced by means of notices in the institutes and on the internet. ³Students are recommended to take advantage of the one-to-one advice sessions.

(4) The students’ union executive committee (Allgemeine Studierendenausschuss - AStA) and the Faculty’s student council (“Fachschaft”) offer advice on general questions concerning students’ organisation of their studies.

(5) ¹For the special questions that international students have and for students preparing to study abroad, there are Faculty-wide advisory services in addition to the International Office (“Akademisches Auslandsamt”) of the University of Cologne. ²There is also a Faculty-wide advisory service for questions concerning credit transfers for examinations taken abroad.

(6) For students suffering personal difficulties due to their studies, the psychosocial counselling service provided by the Kölner Studentenwerk can be particularly helpful.

(7) Students with disability or chronic or mental illness can seek advice from the advisory service provided by the University’s administration (Inclusion Service Center) or the representative of students with disabilities or chronic illnesses.

Section 11 Credit transfers

(1) ¹Examinations taken in courses of study at other state or state-recognised institutions of higher education, at state or state-recognised universities of cooperative education or in courses of study at foreign state or state-recognised institutions of higher education shall be recognised on

application, provided that there is no substantial difference between the competences acquired and the competences which are being replaced; there shall be no examination of equivalence. ²The same shall apply with regard to degrees with which courses of study within the meaning of sentence 1 have been completed. ³Recognition within the meaning of sentences 1 and 2 shall serve the purpose of continuing studies, taking examinations or taking up further studies or admission to doctoral studies.

(2) ¹Upon application, knowledge and qualifications acquired by means other than study may be recognised on the basis of documents submitted if such knowledge and qualifications are equivalent in content and level to the examination achievements which they are to replace. ²Recognition of such non-university achievements beyond half of the examination achievements to be taken shall not be permissible. ³Pupils who, in the consensual judgement of the school and the university, display special talents may, in individual cases, be admitted to courses and examinations as young students outside the enrolment regulations. ⁴Their study and examination achievements shall, on application, be credited to a later course of study. ⁵In the context of the Studium Integrale, examination achievements of other institutions can be credited if an agreement is made with the respective institution by the examination board. ⁶The examination board shall regulate the details.

(3) ¹Where credits are to be transferred, the marks shall be transferred and included in the overall mark, provided the marking systems are similar. ²Where they are not similar, the word "bestanden" ("pass") will be shown on the transcript. ³Transferred credits may be marked as such on the transcript of records.

(4) ¹Any requirements completed elsewhere cannot be recognised again if they have already been performed at the University of Cologne. ²This also applies if this performance has not yet been assessed.

(5) ¹Students are responsible for presenting the documents required for the credit transfer process. ²Any applications for the recognition of a document must be made in writing. ³The Chair of the Examination Board decides whether credit will be transferred. ⁴As a general rule, representatives of the subject area in question should be consulted prior to the decision as to whether equivalence is proven. ⁵In general, a decision must be issued within three months, and the student must be immediately informed by updating the recognition status within the campus management system; any rejection of the recognition of a document must be justified in writing. ⁶If a credit transfer application as per (1) above is turned down, the applicant may submit an appeal for the decision be reviewed by the Rectorate. ⁷The Rectorate shall then issue a recommendation as to how the department/institute responsible for deciding whether credit is to be transferred should proceed with the application.

(6) ¹Applications for credit transfers for examinations taken at a higher education institution outside the area to which the "Grundgesetz" applies during the student's studies on this programme must be submitted no later than three months after resuming studies at the faculty. ²If the other higher education institution has not issued a transcript of records by this time, the deadline shall be extended to three months after the transcript of records is issued. ³Applications received after the deadline cannot be considered.

Section 12 Types of examination

(1) Modules usually finish with one examination, which is oriented towards the learning objectives and learning outcomes defined for the module.

(2) ¹Module examinations can be taken in written, oral, practical or combined form. ²The form of examination must be suitable to test the learning objectives and learning outcomes conveyed in the module and to prove that the examination candidate has mastered the contents and methods of the module in the essential contexts and can apply the acquired knowledge and skills. ³The form and duration as well as the workload of the respective examination are listed in detail in the appendix. ⁴For serious reasons, the chairperson of the examination board may determine a different type of examination upon written application.

(3) As a rule, the written examination form is:

a) Written examination: A written examination is a piece of work to be completed under personal supervision or electronic supervision (video supervision), in which given tasks are to be completed alone and independently using only the approved aids. The duration of an examination is usually at least 45 and at most 180 minutes and is specified for the respective examination in the appendix. Examinations may be conducted in written or electronic form. Examinations may also be conducted in whole or in part in the form of an answer-choice procedure in accordance with § 13.

b) Term paper: A term paper is an independent written elaboration of a given topic. The duration and scope of the term paper are determined by the workload of the module, which is shown in the appendix. A term paper in a module with 6 credit points has an extent of 2, in a module with 9 credit points of 3, in a module with 12 credit points of 4 and in a module with 15 credit points of 5 credit points; one credit point corresponds to an average workload of approximately 30 hours. It must be submitted in written form or in an electronic format specified by the examiner. A declaration with the following wording must be enclosed with the paper: "I hereby certify that I have written this paper independently and without the use of other than the stated aids. All passages taken verbatim or in spirit from published and unpublished external writings are marked as such."

c) A take-home-exam is the independent written processing of one or more examination tasks within a specified examination time. A take-home-exam can be conducted in written or electronic form. The duration and scope of the take-home-exam result from the workload of the module, which is shown in the appendix. A take-home-exam in a module with 6 credit points has a volume of 2, in a module with 9 credit points of 3, in a module with 12 credit points of 4 and in a module with 15 credit points of 5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

d) An internship report is a written presentation and analysis of the tasks completed in an internship within or outside the university. An internship report can be carried out in written or electronic form. The duration and scope of the internship report result from the workload of the module, which is shown in the appendix. An internship report in a module

with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

e) A portfolio is a collection of several completed tasks in the broadest sense, which serves to document and reflect on the learning process and which is assessed in summary. A portfolio can be carried out in written or electronic form. The duration and scope of the portfolio result from the workload of the module, which is shown in the appendix. A portfolio in a module with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

(4) As a rule, the oral forms of examination are:

a) Oral examinations: In oral examinations, an examination candidate shall demonstrate that he or she recognises the context of the examination area and is able to classify specific questions in this context. Oral examinations are conducted by at least two examiners or by one examiner in the presence of an expert assessor. As a rule, an oral examination lasts at least 20 and at most 45 minutes per examination candidate and may also be conducted with the aid of electronic communication, if necessary. The duration, essential course as well as the subjects and results are to be recorded in a protocol. Examination candidates of the same degree programme shall be allowed to participate in oral examinations as listeners upon request, unless an examination candidate objects. The examiner shall decide on the application in accordance with the number of places available. Participation does not extend to the discussion and announcement of the examination result.

b) Presentation: A presentation serves to present a given topic or facts in a limited amount of time. The examination takes place within the framework of a course in the form of a lecture with the aid of suitable presentation techniques. If necessary, a presentation can also be carried out with the aid of electronic communication. The duration and scope of a presentation result from the workload of the module, which is shown in the appendix. A presentation in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

c) Lecture: In the context of a lecture, independently developed aspects or perspectives of a subject area are presented in a limited amount of time with the aid of suitable presentation techniques. If necessary, a lecture can also be conducted with the help of electronic communication. The duration and scope of a lecture result from the workload of the module, which is shown in the appendix. A lecture in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

(5) The main practical forms of examination include setting up and conducting experiments plus examinations that result in a non-text deliverable.

(6) ¹Combined examinations generally comprise different forms of examination which are suitable for assessing the acquisition of different types of competences. ²As a rule, combined examinations are: workplace-based assessments, simulations, presentations with a written paper, papers with a lecture, project work and poster presentations.

a) A project work is the independent processing of a task or a problem in a group or by an individual from the planning to the implementation to the documentation of the result in written, oral, electronic or other form. The processing time and scope of a project work result from the workload of the module, which is shown in the appendix. A project work in a module with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

b) A poster presentation is a condensed large-format textual and/or pictorial presentation of scientific research results, methods and findings on a scientific question and can be carried out in written or electronic form. It serves to document and reflect on the learning process and is accompanied by an oral presentation of results and findings. The duration and scope of a poster presentation result from the workload of the module, which is shown in the appendix. A poster presentation in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

(7) Where appropriate and as decided by the examiner, examinations can be conducted as group oral examinations if a clear distinction between and assessment of each group member's contribution is possible.

(8) ¹The examiners shall determine whether the specific examination is to be conducted in attendance or in electronic form. ²The examination candidates shall as a rule be informed at the beginning of the course, but at the latest at the beginning of the examination registration phase, that an examination will be conducted in electronic form and whether it will be accompanied by video supervision. ³In the case of an examination conducted in electronic form, the examination candidates shall be given sufficient opportunity before the examination to familiarise themselves with the electronic information and communication systems used in the respective examination. ⁴With regard to the provisions of data protection law and the implementation of video supervision, the provisions of the Regulations Governing Online Examinations and Video Supervision at the University of Cologne shall apply in the currently valid version, with the exception of § 5, paragraph 4, sentences 1 and 2.

(9) ¹Disturbances in the examination process must be reported immediately to the chairperson of the examination board or the examiner in writing or by means of an electronic transmission channel provided and announced by the examination board on the website of the examination of-

fice. ²The claim is excluded at the latest if more than three working days have elapsed since the examination was taken.

Section 13 Multiple choice examinations

(1) ¹A multiple choice examination is an examination in which the minimum standard required of the candidate in the examination can only be achieved by marking or indicating the correct or incorrect answers. ²Multiple choice examinations or multiple choice examination questions are only permitted if they are able to prove whether the candidate is proficient in the main content and methods covered in the module and is able to apply the knowledge and skills acquired.

(2) ¹The examination questions must be worded in such a way as to be clear and unambiguous, non-contradictory, and able to determine whether the candidate possesses the examinable knowledge as per sentence 2 of (1), above. ²Variations of the same examination questions (and possible answers) are permitted. ³Points may not be deducted during the completion of an examination task.

(3) If the roles of examiner and exam-setter are performed by different individuals – due to how the exam-setting process of the relevant faculty or programme is concretely organised, i.e. the role of examiner is performed by some other party nominated by the examination regulations, then the following paragraphs (4) to (9) also apply.

(4) ¹The examiner chooses the subject matter to be covered in the examination, formulates the questions, specifies the possible answers and draws up the marking rules and criteria in accordance with (6) below. ²The pass criteria for the examination must be defined in advance. ³The examiner shall have the content and form of the questions reviewed by a second examiner prior to the examination.

(5) ¹The examiner can also create a pool of equivalent questions, from which different questions are given to each candidate. ²In this case, the questions are assigned on a random basis. ³It must be ensured that the examination questions are equivalent.

(6) ¹Candidates who attain at least 60% of the overall points attainable are deemed to have passed the examination. ²If the overall average of the points attained in an examination minus 12% of the overall mean is below 60% but higher than 50% of the total number of points possible, the pass threshold shall be calculated in accordance with this clause. ³Marking systems that merely define an absolute pass threshold are not permitted.

(7) ¹Examination performance must be marked as follows: if the minimum number of points required to pass the examination has been achieved, the mark is

very good (“sehr gut”)	if at least 75%,
good (“gut”)	if at least 50 but less than 75%,

satisfactory ("befriedigend")	if at least 25 but less than 50%,
sufficient ("ausreichend")	if none or less than 25%

of the possible points above the minimum pass mark are attained. ²When calculating points, any half values shall be rounded in the candidate's favour. ³If the candidate does not achieve the minimum number of points required to pass the examination, the mark is "fail" ("mangelhaft" (5,0)).

(8) ¹If the marking process reveals an unusual concentration of errors in the answers to specific questions, the examiner shall check the relevant questions immediately and before the examination results are announced to determine whether they fail to meet the requirements set out in (2), sentence 1 above. ²The questions must be analysed post hoc. ³Item difficulty and item discrimination indices, reliability and distractor analysis can be used to review the quality of the questions asked. ⁴If this check shows individual questions to be flawed, the answers to these questions must be re-marked or excluded when determining the examination result. ⁵The number of examination questions to be taken into account when calculating the examination result shall be reduced accordingly. ⁶The reduction in the number of examination questions must not be to the detriment of any candidates. ⁷If the number of points attainable for the examination questions that are to be eliminated is more than 20% of the total number of attainable points, the entire examination must be repeated. ⁸This shall also apply if only part of the examination is multiple choice.

(9) If only part of an examination is multiple choice, this Section (apart from (8), sentence 7 and 8 above) shall only apply to the multiple choice part.

Section 14 Language of examination

¹As a rule, module examinations and any components thereof shall be conducted in English. ²If a module is conducted in German, the examination for that module shall also, as a rule, be conducted in that language and this shall be stated in the annex.

Section 15 Registration for and admission to examinations

(1) ¹Admission to a module examination shall be granted if the examination candidate is enrolled in the respective Master's degree programme at the University of Cologne or at a university with which a corresponding cooperative agreement exists, or is admitted as a second student, if the examination candidate has registered for the respective module examination in due time in accordance with Paragraph 5 and, if applicable, fulfils further requirements in accordance with Paragraph 3 and if there is no reason for refusal in accordance with Paragraph 4.

(2) ¹No more admissions to the examination procedure shall be granted. ²Admissions granted before 30 September 2021 shall remain valid until the examination procedure has been completed

or these Examination Regulations have expired in accordance with section 28a, unless the admission is revoked before then. The admission shall be revoked if the grounds for refusal pursuant to Section 15 (2) and (3) old version subsequently become known.

1. the examination candidate has definitively failed an examination in the chosen programme at a university which falls under the scope of the general regulations or has lost the right to complete the examination; this includes any programmes whose content is substantially equivalent to the earlier programme. Equivalency is decided by the Chair of the Examination Board, or

2. the results of examinations that the candidate has taken at another higher education institution in the area to which the Germany's Basic Law applies and that are relevant to the master's degree are still pending.

(3) ¹Students may be asked to prove that they meet certain requirements before being admitted to an end-of-module examination. ²If these requirements relate to coursework, the coursework requirements are intended to ensure the acquisition of competencies and provide the teaching staff and students with an assessment of the students' learning progress. ³No mark is awarded for this coursework. ⁴If the required coursework requires the students to attend a course without a regular attendance prerequisite as per Section 9 (4) alternative coursework that does not require attendance should be accepted in justified special cases, provided that this alternative coursework facilitates the acquisition of competencies and measures learning outcomes in a manner equivalent to the original coursework. ⁵The required coursework usually takes the form of one of the following formats: electronic learning assessments, essays, exercises, assignments, short presentations, write-ups, written tests, research papers, and similar formats. ⁶The requirements for admission to the respective end-of-module examinations are set out in the annex.

(4) ¹Admission to a module examination shall be refused if the prerequisites according to Paragraph 1 and Paragraph 2 are not fulfilled, if the module examination in the same or an equivalent module eligible for recognition has already been passed at the University of Cologne, if a deadline for repeating the examination has been missed or if it is not possible to take the respective examination according to the regulations in the Annex to these Regulations. ²In addition, admission to an examination is to be refused if an examination candidate is on leave of absence in accordance with § 48 paragraph 5 HG, unless one of the exceptional cases specified in § 48 paragraph 5, sentence 4 and sentence 5 HG applies.

(5) ¹Candidates must register for each end-of-module examination; they are not entitled to participate in an examination or have their performance marked if they have not registered. ²As a rule, they must register for end-of-module examinations by no later than six weeks before the examination date. ³Notwithstanding this provision, Section 20 (5) shall apply. ⁴Together with the message, the area of study (core and advanced, specialisation, supplementary) of the examination must be specified. ⁵If the area of study is divided into groups, the group must also be specified. ⁶If the area of study or the group of the examination is transferred under the conditions specified in Section 29, 30, 30a, 31, 32 or 33 the examination is also transferred to the new area of study or group, provided that the examination can be completed as part of the latter. ⁷If not, any completed examinations are non-transferable.

(6) ¹The examination dates must be announced in an appropriate form when lectures commence for the term and no later than nine weeks before the examination dates. ²The examination periods for oral examinations must be announced when lectures commence for the term; the precise times of the examinations must be announced no later than a fortnight before the examinations. ³Students who have registered for an examination are entitled to take it during the examination period announced, except in cases of force majeure. ⁴Notwithstanding this provision, Section 20 (5) shall apply.

Section 16 De-registering, failure to attend and withdrawal from examinations

(1) ¹The Chair of the Examination Board shall announce the examination dates and times and the deadlines for de-registering from examinations no later than nine weeks before the respective examination dates in an appropriate form by means of a notice or on the internet. ²Candidates can usually de-register from an examination up to a fortnight before the examination date in question without having to state their reasons.

(2) ¹If an examination candidate does not take part in a module examination set in terms of time and place without a valid reason or withdraws from the module examination without a valid reason after it has begun, the examination performance shall be deemed to have been assessed as "deficient (5.0)" or "failed". ²The same applies if an examination is not completed within the specified processing time. ³If an examination is conducted electronically, the examination performance shall only be deemed to have been completed if the electronic transmission to the competent body has been fully completed by the end of the processing time. ⁴ Section 19 paragraph 1 shall apply accordingly.

(3) ¹If an examination candidate fails to take part in an examination or withdraws from the examination after it has begun, the chairperson of the examination board may, if there are good reasons, refrain from marking the examination performance as "unsatisfactory (5.0)" or "failed". ²The reasons asserted for the default or withdrawal must be notified to the chairperson of the examination board immediately in writing or by an electronic means of transmission provided and announced by the examination board on the website of the examination office and must be proven. ³The same applies if an examination performance is not completed within the specified processing time. ⁴In case of illness, a medical certificate must be submitted. ⁵In cases of doubt, the submission of a medical certificate may be requested; the costs shall be borne by the university. ⁶The same applies in the case of proven illness of a child to be cared for by an examination candidate or a spouse to be cared for, a registered partner, a relative in the direct line and a relative by marriage in the first degree. ⁷The examination board shall regulate all further matters.

Section 17 Special examination arrangements and protective provisions

(1) ¹The special concerns of students with disabilities, chronic or mental illnesses and students who are subject to maternity protection provisions shall be taken into account in order to ensure equal opportunities for them.

(2) ¹If a candidate proves that he or she is not able to take part in an examination to the extent provided for due to prolonged or permanent illness or disability, he or she will be granted compensation for disadvantages upon written request to the chairman of the examination board. ²They may be asked to present a certificate from a medical specialist. ³This shall also apply accordingly to deadlines and to compulsory attendance of courses and any required coursework.

(3) ¹Use of the protection provisions in accordance with the provisions of maternity protection law and in accordance with the deadlines of the Federal Parental Benefit and Parental Leave Act in the currently valid version shall be made possible upon application; in these cases, module examinations may be taken despite leave of absence. ²If a candidate can prove that she will not be able to take part in an examination in the intended form or to the intended extent due to maternity protection regulations, she will be granted compensation for disadvantages upon written application to the chairman of the examination board. ³They may be asked to present a certificate from a medical specialist. ⁴This shall also apply accordingly to deadlines and to compulsory attendance of courses and any required coursework. ⁵The application shall be submitted immediately after the requirements have been met.

(4) ¹Special needs arising when a spouse, registered partner, relative by direct-line descent or an immediate relative by marriage requires care must be taken into due consideration, especially with regard to deadlines, scheduling, examination dates and compulsory course attendance.

²Applications for such arrangements must be filed as soon as the special needs arise

(5) ¹Candidates must provide full reasons and suitable evidence to support applications of the type described in (1) to (4). ²Applications must be filed with the Chair of the Examination Board within a reasonable amount of time before the examination. ³As far as a change in the clinical picture or disability is not to be expected, the compensation for disadvantages shall extend to all examinations to be taken in the programme and the acquisition of participation requirements.

Section 18 Assessment of examinations

(1) ¹Examinations shall be marked with a grade or the words “pass” (“bestanden”) or “fail” (“nicht bestanden”) by the examiner. ²The following marks must be used:

1 = “sehr gut” (very good): excellent performance,

2 = “gut” (good): performance significantly higher than average requirements,

3 = “befriedigend” (satisfactory): performance in line with average requirements,

4 = "ausreichend" (sufficient): performance meets requirements despite some faults,

5 = mangelhaft (fail): performance does not meet requirements due to major faults.

³The marks can be increased or decreased by increments of 0,3 to provide a more diverse range; the grades 4.3 and 4.7 are not permitted. ⁴The grades 1.0, 1.3, 1.7, 2.0, 2.3, 2.7, 3.0, 3.3, 3.7, 4.0 and 5.0 are permissible. ⁵Candidates who receive a mark of "sufficient (4,0)" or better or a "pass" are deemed to have passed the examination.

(2) ¹Any end-of-programme examinations of the programme governed by these regulations, any repeated examinations involving the possibility of a definitive failure, and the master's thesis shall be marked by two examiners appointed by the Chair of the Examination Board. ²If an examination is assessed by two examiners, the mark is calculated as the arithmetic mean of the two examiners' marks. ³Where there are two examiners and their individual marks are more than 1,0 mark apart or only one of them gives a "fail (5,0)", the Chair of the Examination Board shall appoint a third examiner. ⁴In this case, the mark shall be calculated as the arithmetic mean of the three examiners' marks; a mark of "sufficient (4,0)" shall be given, irrespective of the arithmetic mean, if at least two of the examiners' marks are "sufficient (4,0)" or better. ⁵If at least two of the examiners' marks are "fail (5,0)", the examination shall be marked "fail (5,0)" irrespective of the arithmetic mean.

(3) If an examination that can only be marked "pass" or "fail" is marked differently by two different examiners, a third examiner shall be appointed to decide the final mark.

(4) ¹In the case of combined examinations of the type described in Section 12 (6), the student's performance shall be marked as a whole. ²The mark given shall be in accordance with (1) above.

(5) Where written, oral, practical or combined examination types are combined with one another, the examination shall be marked in accordance with the provisions set out in the annexes.

(6) ¹The marks for the core, advanced, supplementary and specialisation modules shall be calculated as the weighted arithmetic mean of the respective module marks in accordance with the weighting scheme shown in the annexes. ²Deviating from sentence 1 the marks for the modules listed in the following annexes are calculated as the weighted arithmetic mean of the respective module mark groups; in this case the group marks are calculated as the weighted arithmetic mean of the respective module marks according to the weighting scheme shown in the annex: annex 1.2 specialisation module, annex 2.2 specialisation module, annex 3.2 specialisation module, annex 4.2 specialisation module, annex 5.2 specialisation module, annex 6.2 specialisation module, annex 7.1 core and advanced module, annex 7.2 specialisation module, annex 8.1 core and advanced module, annex 8.3 supplementary module, annex 9.3 supplementary module, annex 10.2 specialisation module, annex 11.1 core and advanced module and annex 11.2 specialisation module. ³In the following groups, the mark is calculated as the weighted arithmetic mean of the marks of the sub-groups occupied by the student; in this case, the marks of the sub-groups are calculated as the weighted arithmetic mean of the respective module marks according to the weighting shown in the annexes: Corporate Development (annex 1.3 supplementary module), Marketing (annex 1.3 supplementary module), Marketing (annex 3.3 supplementary module), Corporate Development (annex

4.3 supplementary module), Marketing (annex 4.3 supplementary module), Corporate Development (annex 5.3 supplementary module), Corporate Development (annex 6.3 supplementary module), Marketing (annex 6.3 supplementary module) sowie Corporate Development (annex 10.3 supplementary module). ⁴If certain examinations are not marked, the mark of the corresponding area of study or group considered in sentence 2 shall be calculated as the average of the marked examinations in this area of study; in this case, the weighting deviates from the weighting specified in the annexes. ⁵If every end-of-module examination required to successfully complete an area of study has not yet been completed or passed, a provisional mark for this area of study shall be calculated as the arithmetic mean of all marked end-of-module examinations.

(7) ¹The overall mark for the degree shall be calculated as the weighted arithmetic mean of the marks for the various modules and the mark for the master thesis.

²The marks are weighted as follows to make up the overall mark of the degree programme in *Business Administration*:

- a) Mark for core and advanced modules: 12 of 114 CPs
- b) Mark for specialisation modules: 48 of 114 CPs
- c) Mark for supplementary modules: 24 of 114 CPs
- d) Mark for master thesis: 30 of 114 CPs.

³The marks are weighted as follows to make up the overall mark of the degree programme in *Economics* according to Section 30:

- a) Mark for core and advanced modules: 48 of 120 CPs
- b) Mark for specialisation modules: 36 of 120 CPs
- c) Mark for supplementary modules: 12 of 120 CPs
- d) Mark for master thesis: 24 of 120 CPs.

⁴The marks are weighted as follows to make up the overall mark of the degree programme in *Economics* according to Section 30a:

- a) Mark for core and advanced modules: 30 of 120 CPs
- b) Mark for specialisation modules: 54 of 120 CPs
- c) Mark for supplementary modules: 12 of 120 CPs
- d) Mark for master thesis: 24 of 120 CPs.

⁵The marks are weighted as follows to make up the overall mark of the degree programme in *Political Science*:

- a) Mark for core and advanced modules: 36 of 120 CPs
- b) Mark for specialisation modules: 36 of 120 CPs
- c) Mark for supplementary modules: 24 of 120 CPs
- d) Mark for master thesis: 24 of 120 CPs.

⁶The marks are weighted as follows to make up the overall mark of the degree programme in *Sociology and Social Research*:

- a) Mark for core and advanced modules: 27 of 120 CPs
- b) Mark for specialisation modules: 39 of 120 CPs
- c) Mark for supplementary modules: 24 of 120 CPs
- d) Mark for master thesis: 30 of 120 CPs.

⁷The marks are weighted as follows to make up the overall mark of the degree programme in *Information Systems*:

- a) Mark for core and advanced modules: 18 of 120 CPs
- b) Mark for specialisation modules: 48 of 120 CPs
- c) Mark for supplementary modules: 24 of 120 CPs
- d) Mark for master thesis: 30 of 120 CPs.

⁸The marks are weighted as follows to make up the overallmark of the degree programme in *Economic Research*:

- a) Mark for core and advanced modules: 36 of 120 CPs
- b) Mark for specialization modules: 36 of 120 CPs
- c) Mark for supplementary modules: 18 of 120 CPs
- d) Mark for master thesis: 30 of 120 CPs

⁹The marks are weighted as follows to make up the overallmark of the degree programme in *International Management*:

- a) Mark for core and advanced modules: 48 of 120 CPs
- b) Mark for specialization modules: 27 of 114 CPs
- c) Mark for supplementary modules: 24 of 114 CPs
- d) Mark for master thesis: 15 of 114 CPs

¹⁰If credits are transferred as per Section 11(3), Sentence 2, in such a way that there is no mark for a particular subject section, said subject section shall not be included in the calculation of the overall mark; the total number of credit points to be accumulated shall be reduced accordingly. ¹¹If more modules are completed than specified in these examination regulations, the examination results passed in the compulsory modules and the examination results passed in the compulsory elective and elective modules shall be used to calculate the overall grade in chronological order according to the examination date stored in the campus management system. ¹²The remaining passed compulsory elective and elective modules are shown as additional examinations on the transcript of records.

(8) ¹Marks shall be given to one decimal place and used in this form for any further calculations; any other decimal places shall be discarded without being rounded. ²On the transcript of records, the overall mark for the degree shall be given to one decimal place. ³Any further decimal places shall be discarded without being rounded.

(9) The marks based on arithmetic means are as follows:

1,0 to 1,5 = very good

1,6 to 2,5 = good

2,6 to 3,5 = satisfactory

3,6 to 4,0 = sufficient

Marks of more than 4,0 correspond to a "fail".

(10) If all of the marks as described in (7) above are "very good", the overall mark given is "distinction" ("mit Auszeichnung")

Section 19 Notification of examination results

(1) ¹As a rule, examination candidates shall be notified of the marks for their examinations within eight weeks by means of a public posting on the campus management system. ²Where examiners choose a different method of notification, their reasons for doing so must be documented. ³In the case of oral examinations, candidates shall be notified of their mark immediately after the examination.

(2) Candidates who have failed an examination at the final attempt shall be informed by means of a formal written notification sent to the postal address stored in the campus management system; the written notification shall include information on how to appeal.

Section 20 Resits of end-of-module examinations

(1) ¹Students can resit end-of-module examinations they have failed. ²Notwithstanding the provisions set out in Section 21 (17), the number of examination attempts per module shall be limited to three; a different regulation may be provided for modules which are not offered by the Faculty of Management, Economics and Social Sciences. ³More specific details are given in the annexes. ⁴In addition, students shall be granted a further two resit attempts in total for the master programme modules, for which the number of examination attempts is limited to three. ⁵Candidates who have accumulated at least 90 credit points shall be granted a further additional attempt. ⁶If a candidate fails an examination in the two additional attempts and the extra attempt described in sentence 5, they are deemed to have failed the entire programme at the final attempt with the consequence of de-registration from the course of studies. ⁷The additional examination attempts in sentences 4 and 5 do not apply to repetitions of the master's thesis.

(2) ¹If an examination candidate has failed a module examination for which the number of examination attempts according to Paragraph 1 Sentence 2 is limited to three for the third time, the chairperson of the examination board shall inform the candidate in writing whether there is the possibility of claiming additional examination attempts for this examination according to Paragraph 1 Sentences 4 and 5. ²If the examination candidate is subsequently entitled to another additional examination attempt according to paragraph 1 sentences 4 and 5, he or she shall receive separate notification of this.

(3) Additional examination attempts can only be granted for a module examination if none of the first three attempts in the module in question were failed due to cheating or an offence as described in section 24.

(4) ¹Before retaking an examination for the first time as per (1), candidates are strongly advised to take advantage of the guidance opportunities available to them. ²To this end, the examination candidate shall receive a written invitation to seek advice, which also includes information about the advisory services that are available.

(5) ¹If an end-of-module examination consists of several components, the candidate must attain a pass ("bestanden") or at least a "sufficient" ("ausreichend", 4,0) mark in each of them. ²All end-of-module examination components marked "fail" ("mangelhaft", (5,0) or "nicht bestanden") must be retaken. ³(1) to (4) above shall apply accordingly to examination components.

(6) If so requested by the examiner, the Chair of the Examination Board can specify a different type of examination or examination format for the resits.

(7) In the case of re-examinations, the deadlines pursuant to § 15 paragraphs 5 and 6 may be deviated from in justified cases.

(8) The provisions concerning repetition of master theses are set out in Section 21 (17).

(9) Students cannot resit end-of-module examinations that they have already passed.

Section 21 Master thesis module

(1) The master thesis is a form of examination in which the candidate writes a paper independently to show that they are capable of conducting academic work on and reflecting on a specific problem related to the subject matter covered on the programme, using the necessary methods and within a specified period.

(2) ¹Students write their master thesis during the programme. ²Anyone who has earned at least 60 LP in the degree programmes Business Administration, Economics, Political Science, Sociology and Social Research, Information Systems and Economic Research may apply to write the Master's thesis.

(3) ¹30 CPs are awarded for the master thesis in the Business Administration degree programme. ²On the Business Administration programme, the topic of the master thesis must be taken from the specialisation section or the group taken by the examination candidate in the supplementary section. If the topic is taken from the supplementary section, the candidate must already have accumulated 18 CPs in that section. ⁴The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the specialisation modules and examiners.

(4) ¹24 CPs are awarded for the master thesis in the Economics degree programme. ²The topic of the master thesis must demonstrate economics methods learned on the programme. ³The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners.

(5) ¹24 CPs are awarded for the master thesis in the Political Science degree programme. ²On the Political Science programme, students must write their thesis on a topic taken from the specialisation section or the subject area they chose in the supplementary section. ³The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners.

(6) ¹30 CPs are awarded for the master thesis in the Sociology and Social Research degree programme. ²In the Sociology and Social Research programme, the topic of the master thesis must be taken from the specialisation section or the group taken by the examination candidate or a group taken by the candidate in the supplementary section. ³Only students who have completed the Sociology research seminar may register for the master thesis. ⁴If the topic is taken from the supplementary section, the candidate must already have accumulated 18 CPs in that section; in addition, they must have successfully completed the group from which the master thesis topic is taken. ⁵The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners. ⁶A compulsory oral examination contributes to the mark for the thesis. The examination takes the form described in Section 12(4). In good time before the start of the term, the examiner concerned shall specify the conditions applicable to the oral examination for all master theses for which an oral examination is to be taken during that term.

(7) ¹30 CPs are awarded for the master thesis in the Information Systems degree programme. ²The topic of the master thesis must be clearly linked to Information Systems. ³The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners.

(8) ¹30 CPs are awarded for the master thesis in the Economic Research degree programme. ² Within the scope of the master thesis in Economic Research, an economic problem must be solved independently and in accordance with the principles of scientific work. ³The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners. ⁴An obligatory colloquium is included in the mark of the module. ⁵The examination performance in the colloquium consists of an examination performance according to section 12 (4), whereby the two examiners are the examiner and the reviewer of the written master thesis.

(9) ¹15 CPs are awarded for the master thesis in the International Management programme. ²The number of master thesis topics to be supervised by each examiner can be limited in order to ensure an even distribution of master theses among the subjects and examiners.

(10) ¹Group master theses can be permitted if a clear distinction between and assessment of each candidate's contribution is possible. ²Objective criteria that make a clear distinction possible, such as sections, page numbers or topics, are used to indicate which student made which contribution. ³The total workload required of each group member must exceed the requirements for individual master theses to an appropriate extent. ⁴The difficulty and content of a group thesis must meet the same requirements as for theses undertaken individually and independently. ⁵The contribution made by each individual must meet the requirements for master theses.

(11) ¹The chairperson of the examination board shall appoint an examiner in accordance with § 23 paragraph 3 and commission him or her to set the topic of the Master's thesis (topic setter). In addition, he or she shall appoint another examiner for a second assessment (second assessor). ²The examination candidate has the right to propose the choice of the topic proposer. ³The topic, the two examiners and the deadline for submission are posted in the campus management system after the decision by the chairperson of the examination board.

(12) ¹The processing time for the Master's thesis shall be a maximum of six months; in the degree programme International Management the processing time shall be a maximum of three months. ²The processing period shall begin on the day on which the topic proposer, who has been effectively appointed in accordance with Paragraph 11, submits the topic to be processed and informs the examination candidate of this; this date shall be communicated to the chairperson of the examination board by the topic proposer in writing or electronically. ³The topic of the Master's thesis must be dimensioned in terms of content and scope in such a way that it can be dealt with within the deadline pursuant to sentence 1. ⁴Upon a justified written request or by means of an electronic transmission channel provided and announced by the examination board on the website of the examination office, the chairperson of the examination board may grant a grace period of a maximum of two months in justified individual cases, in the International Management degree programme of a maximum of one month; the request must be submitted to the examination office in good time be-

fore the deadline expires. ⁵Such an individual case shall be assumed in particular if there is a considerable restriction of the ability to perform which is relevant under examination law and which must be proven, or in the case of circumstances which considerably impair the examination candidate in taking the examination, for which he/she is not responsible and which are directly linked to the content of the Master's thesis. ⁶The decision on the existence of a justified individual case shall be made by the chairperson of the examination board. ⁷In the case of a decision according to sentence 5, last half-sentence, the chairperson shall hear the topic proposer before making a decision. ⁸If there is an important reason, an application for withdrawal from the examination in the Master's thesis module may be submitted to the chairperson in writing or via an electronic transmission channel provided and announced by the examination board on the website of the examination office; the application must be submitted to the examination office in good time before the deadline for submission. ⁹Such an important reason exists in particular if a justified individual case according to sentence 5 prevents the processing of the Master's thesis for more than two months and this is proven. ¹⁰When submitting the thesis again, a new topic must be worked on.

(13) ¹The master thesis must be written in German or English. ²Alternatively, candidates can apply for permission from the chairperson of the examination board to write the master thesis in a different language. This permission is pending the approval of the topic-setter. Also, it must be ensured that the thesis can be evaluated.

(14) ¹The provisions of good scientific practice apply to the preparation of the Master's thesis. ²The Master's thesis may not have been submitted in the same or similar form as part of another examination. ³If this is violated, the thesis shall be deemed to have been assessed as "deficient (5.0)". ⁴The decision shall be made by the examination board."

(15) ¹The Master's thesis shall contain a list of the aids used. ²In addition, it must be accompanied by a signed declaration with the following wording: "I hereby declare in lieu of an oath that I have written this thesis independently and without the use of other than the indicated aids. All passages taken verbatim or in spirit from published and unpublished external writings are marked as such. The work has not yet been submitted in the same or a similar form in the context of another examination. I assure that the submitted electronic version corresponds completely to the submitted printed version". ³If, by decision of the examination board, the master's thesis is to be submitted to the examination office exclusively in electronic form in accordance with paragraph 16, the last sentence of the declaration shall be omitted. ⁴If the affirmation in lieu of oath was made falsely, the legal consequences according to the Criminal Code may apply.

(16) ¹The Master's thesis must be submitted to the examination office in due time in duplicate - a printed and firmly bound copy as well as an electronic version in portable document format (PDF) protected against unintentional alteration; the date of submission must be made known. ²The Examination Committee may determine that, in deviation from sentence 1, the Master's thesis is to be submitted to the Examination Office only in an electronic version in portable document format (PDF) protected against unintentional alteration. ³If the Master's thesis is not submitted in due time, it shall be deemed to have been assessed as "deficient (5.0)". ⁴When submitting the Master's thesis, the examination candidate must be enrolled in the corresponding degree programme or admitted as a second student.

(17) ¹As a rule, examination candidates shall be notified of the mark for their master thesis within eight weeks of the date on which they submitted it; this notification takes the form of a public posting on the campus management system. ²Where examiners choose a different method of notification their reasons for doing so must be documented.

(18) ¹Candidates who receive a “fail (5,0)” for their master thesis can repeat the thesis component once, with a new topic. ²They must register for the second attempt within six months of the result of the first attempt being announced. ³Candidates who fail to comply with this deadline are deemed to have failed the master degree at the final attempt unless they prove that the reasons for their failure to comply were beyond their control. ⁴The provisions of Section 17 shall remain unaffected. ⁵Second repeats of failed master thesis components and repeats of passed master thesis components are not permitted. ⁶If a candidate fails his/her first repetition of the master’s thesis, he/she shall definitively fail the programme

(19) ¹Candidates who have failed the master thesis shall be informed by means of a formal written notification sent to the postal address stored in the campus management system. ²The written notification shall include information on how to appeal.

Section 22 Examination Board

(1) The Faculty of Economics and Social Sciences shall elect an examination board to organise the examinations of the degree programmes regulated by these regulations and the tasks assigned by these regulations.

(2) The Examination Board shall consist of the following ten members, who shall have voting rights:

1. the chair, from among the core teaching staff (“Hochschullehrerinnen und Hochschullehrer”),
2. five further members from among the core teaching staff (“Hochschullehrerinnen und Hochschullehrer”),
3. one member from among the associated teaching staff (“akademische Mitarbeiterinnen und Mitarbeiter”),
4. one member from among the technical and administrative staff,
5. two members from among the student body.

(3) The Examination Board shall elect a deputy chair from among the members specified in (3) 2. above.

(4) ¹For the members according to paragraph 2 nos. 2 to 5, one deputy each shall be elected. ²The deputies shall act if the members from the respective group are prevented from attending.

(5) ¹The Chair can invite other persons, particularly substitute members, to the Examination Board meetings if this appears useful and if the majority of the voting members present are not opposed. ²If a decision only concerns students of the Information System programme or the application or objection of a student from the Information System programme, the head of the Examination Office for the Mathematics Bachelor's programme of the Faculty of Mathematics and Natural Sciences of the University of Cologne shall be called in by the chairman to the meeting of the Examination Board at which a decision is made on this matter.

(6) ¹The members and their deputies as per (3) items 2 to 5 shall be elected in separate groups by the Faculties Councils. ²The groups shall be entitled to make nominations. ³The members in the core teaching staff ("Hochschullehrerinnen und Hochschullehrer") group, the associated teaching staff ("akademische Mitarbeiterinnen und Mitarbeiter") and the other employees group shall be elected for three years, the members in the student group for one year. ⁴Re-election is permitted. ⁵Substitute members' appointments shall end when the appointment of the member they represent ends. ⁶Should a member or a deputy as per (3) items 2 to 5 member leave the board before the end of their appointment, a successor shall be elected for the remainder of their appointment.

(7) ¹The examination board shall constitute a quorum if the chairperson or his/her deputy and at least five other voting members are present. ²If the vice-chairperson chairs a meeting because the chairperson is prevented from attending, his/her vice-chairperson or his/her vice-chairperson shall attend the meeting as a voting member in accordance with paragraph 4. ³The Audit Committee shall take decisions by a simple majority of those present and entitled to vote. ⁴In the event of a tie, the chairperson shall have the casting vote. ⁵The members of the examination board from the group of technical and administrative staff shall only have the right to vote in matters of teaching insofar as they perform corresponding functions in the university and have special experience in the respective area; such experience shall be assumed in particular if the staff member fulfils the status of an examiner pursuant to Article 65 paragraph 1 sentence 2 HG. ⁶The chairperson shall decide on the existence of these requirements at the beginning of the member's term of office and, in cases of doubt, the rectorate. ⁷Members from the student group shall only vote on pedagogical-scientific decisions if they fulfil the examiner status according to § 65 paragraph 1 sentence 2 HG.

(8) ¹The Examination Board shall ensure that the provisions of these Regulations and the annexes are complied with. ²Unless otherwise specified in these Examination Regulations, the Examination Board shall decide what action is to be taken, in particular, with regard to objections to decisions taken in the examination process. ³The Examination Board shall report regularly to the Faculty, at least once a year, on developments regarding the master degrees and how long students take to complete the programmes; it shall present breakdowns of the overall marks and put forward proposals concerning possible amendments to these Examination Regulations. ⁴Without prejudice to the examiners' powers, the Examination Board shall specify what aids are allowed to be used in examinations and will inform students accordingly by means of a notice.

(9) ¹The meetings of the examination board shall not be public and shall generally be held in person. ²The chairperson may decide that the meeting shall be held by electronic communication. ³The decision shall become invalid if half of the members of the examination board object to it be-

fore the meeting. ⁴For meetings by electronic communication, the chairperson may also decide that resolutions shall be passed by electronic communication; this may be deviated from by a resolution of the board. ⁵Paragraph 7, sentence 1, shall apply to meetings by electronic communication, provided that the term "present" means participating in the meeting. ⁶Resolutions may also be passed by circulation, provided that no member objects. ⁷The members and their deputies are subject to official secrecy. ⁸If they are not in public service, they are to be sworn to secrecy by the chairperson.

10) ¹The members of the Examination Board and their deputies are entitled to attend examinations. ²They are not entitled to be present during the discussion of the mark to be awarded.

(11) ¹The Examination Board can use the services of the Examination Office of the Faculty of Management, Economics and Social Services to assist in the organisation of examinations. ²The manager or deputy manager of the WiSo Examination Office shall be consulted at all of the Examinations Board's meetings.

(12) ¹The chairperson of the examination board, or his/her deputy if the chairperson is prevented from doing so, shall represent the examination board, convene the meetings of the examination board, chair them and implement the resolutions passed there. ²The examination board may delegate the performance of its duties to the chairperson for all regular cases. ³In case of urgency, the chairperson may hold a vote by circular resolution. ⁴The chairperson may take decisions that cannot be postponed instead of the examination committee; the examination committee shall be informed immediately; the committee may revoke the decision; rights of third parties that have already arisen shall remain unaffected. ⁵Decisions on objections shall be reserved for the examination board. ⁶Minutes shall be taken of each meeting of the examination board.

(13) The Chair of the Examination Board shall announce by means of a legally binding notice or other suitable means any directives, important dates and deadlines and any other information from the Examination Board that does not concern specific individuals only.

Section 23 Examiners, observers, electronic plagiarism checks

(1) ¹Examiners shall be appointed from the group of university teachers and from the group of persons pursuant to § 65 paragraph 1 HG. ²Examination performances may only be assessed by persons who themselves possess at least the qualification to be determined by the examination or an equivalent qualification. ³Examiners who have resigned, been dismissed or retired may be reappointed as examiners for a period of one year after the end of the semester in which they resigned from the University of Cologne. ⁴Only persons who have obtained a relevant degree at least at Master's level or an equivalent qualification at a higher education institution may be appointed as an assessor.

(2) ¹Any lecturer who is a member or habilitated member of the core teaching staff group ("Hochschullehrer und Hochschullehrerin") at the University of Cologne shall be automatically ap-

pointed as the examiner of his/her own lecture course. ²Other members of this group and employees of the University of Cologne from the group specified in Section 65 (1) of the University Regulations may also be appointed as examiners by the Chair of the Examination Board. ⁴The Chair shall appoint another examiner if the lecturer is not an examiner. ⁵Assessors are appointed by the Chair of the Examination Board. ⁶The appointment of examiners and assessors must be documented and recorded.

(3) ¹The chairperson of the examination board shall appoint the examiners responsible for the Master's thesis from among the professors, associate professors, honorary professors, junior professors, private lecturers of the Faculty of Economic and Social Sciences, the Faculty of Humanities or the Faculty of Mathematics and Natural Sciences as well as other examiners who are members of the faculties and fulfil the requirements according to § 65 paragraph 1 HG. ²Examiners who have resigned, been dismissed or retired may be reappointed as examiners for the Master's thesis for a period of one year after the end of the semester in which they resigned from the University of Cologne. ³The examination board may extend this period upon justified application. ⁴It may delegate this decision to the chairperson. ⁵Higher education lecturers from a higher education institution linked by a partnership agreement may be appointed as topic setters for a Master's thesis upon a justified application by the higher education lecturer representing a subject; in this case, a higher education lecturer from the faculty must be appointed as the second examiner. ⁶The appointment of examiners for the Master's thesis shall be recorded.

(4) ¹In agreement with the examination committee the examiners shall specify the tools and aids permitted in the examinations that they conduct and shall inform the candidates accordingly in a suitable manner and in good time, no later than when the dates of the examinations are announced. ²If it proves impossible to reach an agreement, the Examinations Board shall decide.

(5) ¹If so decided by the Examination Board in a resolution that is then announced, written examination papers can be checked electronically to determine whether they include any copied text that has not been marked as such. ²In these cases, the candidates must also submit their examination papers in electronic form and declare that the written and electronic versions are the same. ³The electronic checking described in sentence 1 includes the use of written examination papers for comparison with third parties' written examination papers if their content is related. ⁴The resolution described in sentence 1 must specify,

- a) which examinations can be checked electronically,
- b) whether the Examination Board should engage the services of an administrative assistant for this purpose and who should take on this role,
- c) the file format and the place and method of submission for the electronic version,
- d) the criteria for selecting the examinations to be checked and
- e) how long the electronic versions may be used.

⁵Notwithstanding a) above, electronic checking shall always be permitted if there are good grounds to suspect the candidate has cheated. ⁶Notwithstanding e) above, the period of use shall end no later than the point at which the archiving period for the examination file ends as per Section 26 (4). ⁷Any other use of the electronic version by examiners or the Examination Board is not permitted without the candidate's consent. ⁸The result of an electronic check may only be used as the basis of a decision to fail a student if it has been confirmed by the examiners responsible for the examination.

(6) ¹Examiners and observers shall not be influenced by third parties in their examination work. ²They shall be bound by a confidentiality obligation. ³Those of them who are not civil servants shall be sworn to secrecy by the Chair of the Examination Board.

Section 24 Cheating and offences

"(1) ¹If an examination candidate attempts to influence the assessment of an examination performance by deception for his or her own or another's advantage, carries aids that are not permitted in the examination or commits academic misconduct in the performance of the examination, he or she commits an act of deception. ²Unauthorised aids may be confiscated by the invigilators after completion of the examination, which the examination candidate is entitled to terminate, with the consent of the examination candidate in order to preserve evidence.

(2) ¹Depending on the seriousness of the act of deception referred to in paragraph 1, the Examining Board shall impose one of the following sanctions on the candidate:

- a) a warning;
- b) the examination candidate shall be required to repeat the examination performance to which the act of cheating relates;
- c) the examination performance to which the act of cheating relates shall be assessed as "unsatisfactory (5.0)" or "failed";
- d) the examination to which the act of deception relates shall be declared definitively failed;
- e) the examination candidate is excluded from taking further examinations, whereby the examination entitlement in the degree programme expires.

²A serious offence is considered in particular in cases of the use of unauthorised aids, the (attempted) influencing of the examiner or in cases of plagiarism, in which sources are deliberately concealed by reformulating the original texts, rearranging the syntax or the use of synonyms. P3PEspecially serious cases are those involving the extensive use of technical aids such as internet-enabled mobile phones, repeated acts of deception in different examinations, the organised collaboration of several persons, the adoption of an entire piece of work by another person as one's

own, the falsification of scientific work or the sabotage of examination work and the research activities of others.

(3) In the event of a reasonable suspicion of plagiarism, the Examination Board may perform additional verifications – including electronic verifications – without the permission of the candidate.

(4) Any deceptive act as per (1) shall result in the relevant coursework being deemed non-completed.

(5) ¹Whoever disturbs the taking of an examination performance may be warned by the respective examiners or invigilators. ²If the warnings are ineffective or if the disruption is serious, the candidate may be excluded from further performance of the examination. ³In this case, the examination committee may assess the examination performance as "unsatisfactory (5.0)" or "failed". ⁴The reasons for the exclusion shall be recorded.

(6) ¹If a candidate attempts to influence the result of an examination when given access to their marked papers, the mark originally given by the examiner shall continue to apply. ²In addition, one of the repeat attempts specified in Section 20 (1), sentence 2 shall be cancelled. ³In extremely serious or repeated cases, the Examination Board can also declare the master degree to have been completely failed.

(7) ¹ Before a decision is made by the examination board, the examination candidate must be given a legal hearing. ²The examination candidate shall be informed of the decision in writing without delay, the reasons for the decision shall be stated and the candidate shall be informed of the right of appeal.

(8) ¹In addition, offences can be punished in accordance with Section 63 (5) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia ("HG"). ²Any person who intentionally attempts to influence the result of an examination for the benefit of another person shall also be deemed to have acted in breach of the regulations.

Section 25 Invalid examinations, revocation of master degrees

(1) ¹If a candidate was admitted to an examination despite not meeting the requirements but was not guilty of deceit, and if this does not become unknown until after the final transcript of records has been presented, this error shall be deemed to have been corrected by the student's passing the examination. ²If the candidate gained admission to the examination wrongfully and intentionally, the relevant examination board shall decide what legal action is to be taken, taking into account the provisions of the Administrative Procedure Act of the Federal State of North Rhine-Westphalia ("Verwaltungsverfahrensgesetz des Landes Nordrhein-Westfalen" or "VwVfG NRW").

(2) If an examination candidate has cheated in an examination and this fact only becomes known after the certificate has been issued, the examination board may subsequently withdraw the assessment for the examination in which the examination candidate cheated, subject to the re-

quirements of § 48 VwVfG NRW, and impose a sanction in accordance with § 24 appropriate to the seriousness of the cheating.

(3) Master degrees can be revoked if it becomes apparent that they were obtained deceitfully or if key requirements for the awarding of master degrees were erroneously deemed to have been met.

(4) ¹Candidates must be given the opportunity to make a statement prior to the decisions described in (1) to (3) above being made. ²Responsibility for the decision lies with the Examination Board, which makes its decision taking into account the provisions of the Administrative Procedure Act of the Federal State of North Rhine-Westphalia (“Verwaltungsverfahrensgesetz des Landes Nordrhein-Westfalen” or “VwVfG NRW”). ³Once five years have passed since the date on the final transcript of records, decisions are no longer possible.

(5) ¹The incorrect final transcript of records and all incorrect attachments must be returned to the University and, where appropriate, new ones issued. ²If the student is deemed to have failed the entire programme, the Faculty shall revoke the student’s degree and ask them to return their certificate.

Section 26 Examination file, access to files

(1) ¹The Examination Board shall keep an examination file for each candidate. ²In particular, the file shall document the candidate’s examination attempts, their examination papers, the examiners’ reports on said papers, the examination records, examination results, calculations of marks and copies of the final transcript of records and certificate.

(2) Candidates can enquire about their examination results at any time, provided the necessary arrangements can be made.

(3) ¹Once an examination result has been announced, each candidate or a person authorised by the candidate may, on written request, be granted access to their examination paper for the examination in question and to the report and corrections made by the examiners or, in the case of oral examinations, to the examination record. ²As part of this access, the candidate or their representative must have the opportunity to make copies or photographs of the documents; any model solutions may not be copied or photographed, since they are not part of the candidate’s examination record. ³All other details regarding the access procedure, including a reasonable deadline for requesting access, shall be specified by the Examination Board. ⁴Once the deadline for requesting access has passed, access shall only be granted if the candidate can prove that their failure to comply with the deadline was due to reasons beyond their control. ⁵Candidates do not have any further rights of access.

(4) ¹With the exception of the provisions in sentence 2, the examination file shall be kept until the end of the fifth year following exmatriculation from the degree programme and shall be offered to the competent archive after expiry of the period; if the archive refuses to accept it, it must be de-

stroyed. ²Written examination documents shall be offered to the archives for two years from the announcement of the assessment, provided no legal dispute is pending; this shall apply accordingly to electronic versions; if the archives refuse to accept them, they must be destroyed. ³The academic degrees awarded and a catalogue of the final transcripts of records and certificates presented may be recorded in a register until the end of the fiftieth year after the student finishes the programme; the second half of sentence 1 also applies.

(5) ¹Examination questions, correction notes and examiners' reports of which a student becomes aware may not be passed on to third parties or published if they are protected by copyright. ²The thesis prepared by a student may only be published with the corresponding consent if a blocking notice has been agreed. ³This is without prejudice to justified interests in legal protection, for example in the form of disclosure to a commissioned lawyer.

Section 27 Completion of the programme and documents issued upon completion

(1) ¹The programme is deemed to have been successful completed when the candidate has passed all of the required examinations and gained the necessary credit points in accordance with Section 5. ²Candidates who pass the degree shall be issued with a final transcript of records. ³The final transcript of records shall be signed by the Chair of the Examination Board and shows the overall mark awarded for the master's degree, the marks awarded for each area of study, as well as the mark and title of the master's thesis, and the name of the topic-setter. ⁴Marks shall be stated in both words and numerals. ⁵The date on the transcript is the date on which the last examination was taken or the credit for an examination was transferred. ⁶If the master's thesis is the last examination component, the date on the transcript will be the date on which the thesis was submitted. ⁷An English copy of the final transcript of records shall also be issued. ⁸Only the German version shall be legally binding.

(2) ¹Students shall be presented with a master certificate along with the final transcript of records to certify that the degree specified in Section 3 has been awarded; the certificate shall bear the same date as the final transcript of records. ²The master certificate shall be signed by the Dean of the Faculty and the Chair of the Examination Board and marked with the Faculties' seal.

(3) ¹In addition to the final transcript of records and the master's degree certificate, successful students shall be presented with a diploma supplement in German and English, with information about the subject matter covered by the completed programme and the academic and professional qualifications gained through the degree. ²The diploma supplement gives a description of the programme completed by the student. ³The transcript of records is a component of the diploma supplement. ⁴Candidates may request an overview of marks that illustrates the relative placement of their final mark within their programme. ⁵The parameters which determine this overview, including the reference group of each student, shall be determined by the Examination Board.

(4) ¹If a candidate has failed at the final attempt or dropped out of the programme or if he/she changes university, they can be issued a transcript of records on request, which shows the exami-

nations taken, any additional academic work, their marks and credit points earned. ²This transcript must make it clear that the holder failed the programme.

Section 28 Transitional provisions

(1) ¹These Regulations shall apply to all students enrolled or admitted as cross-registered students for the first time – with the exception of the Master in Business Administration programme with Media and Technology Management – or re-enrolled or are re-admitted as cross-registered students having interrupted their studies, on a master programme subject to these Regulations at the University of Cologne from the 2015/2016 fall term onwards.

(2) ¹Students already enrolled or admitted as cross-registered students on a master programme subject to these Regulations – with the exception of the Master in Business Administration programme with Media and Technology Management – at the University of Cologne on 30 September 2015 can continue their studies on the basis of these Regulations; credit for examinations already taken will be transferred. To change to these Regulations, students must apply to the Chair of the Examinations Board in writing; the change cannot be reversed.

Section 28a Expiry of Regulations

(1) ¹The provisions of Section 30 and the annexes 7.1 to 7.5 only apply to students who were immatriculated during or prior to the 2018 summer semester and shall expire at the end of the 2019 summer semester, except for the regulations which apply to the master's thesis. ²This does not apply to students who, on this expiry date, only require the completion of the master's thesis as per Section 21 to successfully conclude their studies. ³Students who have not successfully completed their studies in the Economics master's programme by the end of the 2019 summer semester – apart from the master's thesis – shall be given the opportunity to continue their programme under the currently applicable version of these regulations. ⁴Students who wish to complete their studies according to the regulations of Section 30a and the annexes 11.1 to 11.5 before the end of the 2019 summer semester must present a written application to the Chair of the Examination Board by 02/11/2018 at the latest. ⁵Students who have completed everything but the master's thesis, or who cannot register for an examination which falls under the annexes 7.1 to 7.5 at the time of their application, are not entitled to continue their studies under the provisions of the annexes 11.1 to 11.5.

(2) ¹The provisions of the annexes 6.1 to 6.5, excluding the regulations regarding the master's thesis, shall expire at the end of the 2020 summer semester. ²This does not apply to students who, on this expiry date, only require the completion of the master's thesis as per Section 21 to successfully conclude their studies. ³After 30/09/2020, it shall no longer be possible to complete end-of-module examinations for the master's programme Business Administration – Media and Technology Management, except for the master's thesis. ⁴Any students who still require end-of-

module examinations to successfully conclude their studies in the pro-gramme will no longer be able to complete their studies.

(3)¹These examination regulations expire at the end of the summer semester 2023. ²This does not apply to students who at this point in time only have to successfully complete the master thesis according to section 21 at the end of their studies. ³Students of the Master's degree programmes in Business Administration in the fields of study Accounting and Taxation, Finance, Corporate Development, Supply Chain Management, Marketing, Media and Technology Management, for the Master's degree programme in Economics, for the Master's degree programme in Political Science, for the Master's degree programme in Sociology and Social Research, for the Master's degree programme in Information Systems, for the Master's degree programme in Economic Research and for the Master's degree programme in International Management, who have not successfully completed their studies in accordance with these examination regulations by the end of the summer semester 2023, shall be given the opportunity to continue their studies in their previous degree programme in accordance with the conditions of the examination regulations for the Master's degree programmes Business Administration - Accounting and Taxation, - Finance, - Corporate Development, - Marketing, - Supply Chain Management, Economics, Economic Research, Information Systems, International Management, Political Science, Sociology: Social and Economic Psychology and Sociology: Social Research of the Faculty of Economics and Social Sciences of the University of Cologne (AM 8/2021) in the then valid version.

Section 29 Credit points for and scope of the master degree in Business Administration

(1) In addition to the master thesis (30 CPs), the master degree includes:

1. Core and advanced section, carrying 18 CPs,
2. Specialisation section, carrying 48 CPs and
3. Supplementary section, carrying 24 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 18 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 48 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Exam-

ination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 24 LP in a group. ²The details of the examination modalities are set out in the Annex. ³Designation to a group shall be effected by taking an examination in a module in the respective group for the first time; this designation shall also not be cancelled by a default in accordance with § 16, Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson or chairperson of the joint examination board. ⁵Such a change shall be excluded if the candidate has failed more than one examination in a module of the group or after having failed more than one examination in the modules of the group. ⁶A further change is excluded. ⁷The determination for the respective module shall be made by taking an examination in this module for the first time; this determination shall also not be cancelled by a failure in accordance with § 16 Para. 2. ⁸After a single unsuccessful examination in a module, a single change of this module is possible upon application to the chairperson of the joint examination board. ⁹After an examination in a module has been failed for the second time, it is no longer possible to change the module. ¹⁰The change of a further module is excluded. ¹¹In the supplementary area, a module may be changed once in total upon application. ¹²The change of a further module is excluded. ¹³The group 'Macroeconomics, Money and Financial Markets' is offered for the last time in the academic year 2019/2020.

Section 30 Credit points for and scope of the master degree in Economics

(1) In addition to the master thesis (24 CPs), the master degree includes:

1. Core and advanced section, carrying 48 CPs,
2. Specialisation section, carrying 36 CPs and
3. Supplementary section, carrying 12 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 48 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 36 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on a group the first time they register for a module in that group. Even the timely cancellation of this registration or the valid cancellation of the examination after it has taken place does not affect this decision. ⁴The group can be changed. This change requires the written consent of the chairperson of the Joint Examination Board. ⁵Such a change is not possible if the examination candidate has failed more than once in a

module belonging to this group or if he or she has registered the second examination in this group. This also applies to cases in which the candidate has cancelled all or some of his or her registrations on time or the valid cancellation the examination after it has taken place. ⁶In the specialization section, students can change their groups two times maximum. This change requires a written application. ⁷Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board.⁹Candidates who fail an examination in a module twice can no longer change module. ¹⁰In the supplementary section, students can change their module one time maximum. This change requires a written application. ¹¹It is impossible to change another module

(4) ¹In the supplementary section as per (1) 3. above, candidates must earn 12 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on a group the first time they register for a module in that group. Even the timely cancellation of this registration or the valid cancellation of the examination after it has taken place does not affect this decision. ⁴The group can only be changed one time. This change requires the written consent of the chairperson of the Joint Examination Board. ⁵Such a change is not possible if the examination candidate has failed more than once in a module belonging to this group or if he or she has registered the second examination in this group. This also applies to cases in which the candidate has cancelled all or some of his or her registrations on time or the valid cancellation the examination after it has taken place. ⁶It is impossible to change another group. ⁷Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board.⁹Candidates who fail an examination in a module twice can no longer change module. ¹⁰In the supplementary section, students can change their module one time maximum. This change requires a written application.¹¹It is impossible to change another module.

Section 30a Nature and Scope of the Master's Examination for the Economics Programme

(1) The master's programme includes the following components, in addition to the master's thesis (24 CP):

1. the core and advanced section, for a total of 30 CP,
2. the specialization section, for a total of 54 CP, and
3. the supplementary section, for a total of 12 CP.

(2) ¹In the core and advanced section – item 1 above – the examination candidate must acquire 30 CP. ²The examination arrangements are specified in the annex 11.1. ³A commitment to each module is established by completing a first examination in this module; failure to complete the examination as per Section 16 (2) does not absolve the candidate of this commitment. ⁴If the candi-

date fails the first examination of a module, he/she may submit a one-time request to change modules to the Chair of the Examination Board.⁵ If the candidate fails the same examination twice in a module, he/she may no longer request to change modules. ⁶Candidates may not change modules more than once. ⁷Examinations for the following modules: Core Module Mathematics (Research Track), Core Module Microeconomics I (Research Track), Core Module Macroeconomics I (Research Track), Core Module Econometrics I (Research Track), and Core Module Methods (Research Track) will be offered for the last time in the 2019 or 2020 winter semester, depending on the position of each module within the roster, as specified in the relevant annex.

(3) ¹In the specialisation area according to Paragraph 1 No. 2, the examination candidate must acquire 54 LP. ²The details of the examination modalities are set out in Annex No. 11.2. ³The determination of a compulsory elective group is made by the first-time passing of an examination in a module in the respective compulsory elective group; this determination is also not cancelled by a default according to § 16 Para. 2. ⁴After a single unsuccessful examination in a module, a single change of the compulsory elective group is possible upon application to the chairperson of the Joint Examination Committee. ⁵Such a change is excluded if the examination candidate has failed more than one attempt in a module of the compulsory elective group or after having failed more than one attempt in total in the modules of the compulsory elective group. ⁶In the area of specialisation, a compulsory elective group may be changed a maximum of twice upon application. ⁷The determination of the respective module shall be made by taking an examination in this module for the first time; this determination shall also not be cancelled by a failure according to § 16 Para. 2. ⁸After taking an examination in a module once without success, a change of this module is possible once upon application to the chairperson or the chairperson of the examination committee. ⁹After an examination in a module has been failed for the second time, a change of module is excluded. ¹⁰In the specialisation area, a module can be changed a maximum of once upon application. ¹¹The change of a further module is excluded. ¹²The groups 'Macroeconomics, Money and Financial Markets' and 'Macroeconomics and Public Economics' are offered for the last time in the academic year 2019/2020. ¹³The group 'Macroeconomics and Public Policy' is offered for the first time in the academic year 2020/2021.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 12 LP in a group. ²The details of the examination modalities are specified in Appendix No. 11.3. ³The determination of a group shall be made by the first-time passing of an examination in a module in the respective group; this determination shall also not be cancelled by a failure according to § 16 Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson of the joint examination board. ⁵Such a change is excluded if the examination candidate has failed more than one attempt in a module of the group or after having failed more than one attempt in total in the modules of the group. ⁶The change of another group is excluded. ⁷The determination of the respective module shall be made by taking an examination in this module for the first time; this determination shall also not be cancelled by a failure according to § 16 Para. 2. ⁸After a single unsuccessful examination in a module, a single change of this module shall be possible upon application to the chairperson of the examination board. ⁹After an examination in a module has been failed for the second time, a change of the module shall be excluded. ¹⁰In the supplementary area, a module can be changed a maximum of once upon application. ¹¹The change of a further module is excluded.

Section 30b Nature and scope of the Master's Examination for the Economic Research Programme

(1) (1) In addition to the master thesis (30 CPs), the master degree includes:

1. Core and advances section, carrying 36 CPs,
2. Specialisation section, carrying 36 CPs and
3. Supplementary section, carrying 18 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 36 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written request addressed to the Chair of the Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 36 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written request addressed to the Chair of the Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶ In the specialization section, a maximum of one module can be changed upon request. ⁷They are not allowed to change any other module either.

(4) ¹In the supplementary section, the examination candidate must achieve 18 CPs in one, in accordance with subsection 1 no. 3. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written request addressed to the Chair of the Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶ In the supplementary section, a maximum of one module can be changed upon request. ⁷They are not allowed to change any other module either.

Section 31 Credit points for and scope of the master degree in Political Science

(1) In addition to the master thesis (24 CPs), the master degree includes:

1. Core and advanced section, carrying 36 CPs,
2. Specialisation section, carrying 36 CPs and

3. Supplementary section, carrying 24 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 36 CPs. ²The detailed examination procedure is set out in the annexes. ³Alternatively, candidates can apply for permission from the chairperson of the examination board to write the master thesis in a different language. This permission is pending the approval of the examiner. Also, it must be ensured that the thesis can be evaluated. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 48 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 24 LP in one or two groups. ²The examination modalities are specified in more detail in the Annex. ³Designation to a group shall be effected by taking an examination in a module in the respective group for the first time; this designation shall also not be cancelled by a default in accordance with § 16 Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson of the joint examination board. ⁵Such a change is excluded if the examination candidate has failed more than one attempt in a module of the group or after having failed more than one attempt in total in the modules of the group. ⁶The change of a further group is excluded; if a second group of exactly 12 credit points is chosen, this group may also be changed once. ⁷Designation to the respective module shall be effected by taking an examination in this module for the first time; this designation shall not be revoked by a default pursuant to § 16, Para. 2. ⁸After taking an examination in a module once without success, it shall be possible to change this module once upon application to the chairperson of the Joint Examination Committee. ⁹After an examination in a module has not been passed for the second time, a change of module is excluded. ¹⁰In the supplementary area, a module can be changed a maximum of once upon application. ¹¹The change of a further module is excluded. ¹²The group 'Macroeconomics, Money and Financial Markets' is offered for the last time in the academic year 2019/2020.

Section 32 Credit points for and scope of the master degree in Sociology and Social Research

(1) In addition to the master thesis (30 CPs), the master degree includes:

1. Core and advanced section, carrying 27 CPs,
2. Specialisation section, carrying 39 CPs and
3. Supplementary section, carrying 24 CPs.

(2) ¹In the core and advanced modules as per (1) 1. above, candidates must earn 27 CPs. ²The detailed examination procedure is set out in the annexes.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 39 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 24 LP in two groups. ²The details of the examination modalities are set out in the Annex. ³Designation to a group shall be effected by the first-time taking of an examination in a module in the respective group; this designation shall also not be cancelled by a default pursuant to § 16, Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson or chairperson of the joint examination board. ⁵Such a change shall be excluded if the candidate has failed more than one examination in a module of the group or after having failed more than one examination in the modules of the group. ⁶The change of a further group is excluded. ⁷The determination of the respective module is made by taking an examination in this module for the first time; this determination is also not cancelled by a failure according to § 16 Para. 2. ⁸After a single unsuccessful examination in a module, a single change of this module is possible upon application to the chairperson of the Joint Examination Committee. ⁹After an examination in a module has been failed for the second time, a change of the module is excluded. ¹⁰In the supplementary area, a module can be changed a maximum of once upon application. ¹¹The change of a further module is excluded.

Section 33 Credit points for and scope of the master degree in Information Systems

(1) In addition to the master thesis (30 CPs), the master degree includes:

1. Core and advanced section, carrying 18 CPs,
2. Specialisation section, carrying 48 CPs and
3. Supplementary section, carrying 24 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 18 CPs. ²The detailed examination procedure is set out in the annexes.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 48 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Exam-

ination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 24 LP in a group. ²The details of the examination modalities are set out in the Annex. ³Designation to a group shall be effected by taking an examination in a module in the respective group for the first time; this designation shall also not be cancelled by a default in accordance with § 16, Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson or chairperson of the joint examination board. ⁵Such a change shall be excluded if the candidate has failed more than one examination in a module of the group or after having failed more than one examination in the modules of the group. ⁶The change of a further group is excluded. ⁷The determination of the respective module is made by taking an examination in this module for the first time; this determination is also not cancelled by a failure according to § 16 Para. 2. ⁸After a single unsuccessful examination in a module, a single change of this module is possible upon application to the chairperson of the Joint Examination Committee. ⁹After an examination in a module has been failed for the second time, a change of the module is excluded. ¹⁰In the supplementary area, a module can be changed a maximum of once upon application. ¹¹The change of a further module is excluded. ¹²The group 'Macroeconomics, Money and Financial Markets' is offered for the last time in the academic year 2019/2020.

Section 33a Credit points for and scope of the master degree in International Management

(1) In addition to the master thesis (15 CPs), the master degree includes:

1. Core and advanced section, carrying 54 CPs,
2. Specialisation section, carrying 27 CPs and
3. Supplementary section, carrying 24 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 54 CPs. ²The detailed examination procedure is set out in the annexes. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(3) ¹In the specialisation section as per (1) 2. above, candidates must earn 27 CPs. ²The detailed examination procedure is set out in the annexes.

(4) ¹In the supplementary area according to Paragraph 1 No. 3, the examination candidate must acquire 24 LP in a group. ²The examination modalities are specified in more detail in the Annex. ³Designation to a group shall be effected by taking an examination in a module in the respective group for the first time; this designation shall also not be cancelled by a default in accordance

with § 16, Para. 2. ⁴After a single unsuccessful examination in a module, a single change of group is possible upon application to the chairperson or chairperson of the joint examination board. ⁵Such a change is excluded if the examination candidate has failed more than one attempt in a module of the group or after having failed more than one attempt in total in the modules of the group. ⁶The change of another group is excluded. ⁷The determination of the respective module is made by taking an examination in this module for the first time; this determination is also not cancelled by a failure according to § 16 Para. 2. ⁸After a single unsuccessful examination in a module, a single change of this module is possible upon application to the chairperson of the Joint Examination Committee. ⁹After an examination in a module has been failed for the second time, a change of the module is excluded. ¹⁰In the supplementary area, a module may be changed a maximum of once upon application. ¹¹The change of a further module is excluded.

Section 34 Publication and entry into force

(1) These Regulations shall be published in the Official Notices (“Amtliche Mitteilungen”) of the University of Cologne.

(2) These Regulations shall enter into force on 1 October 2015.

Article II

The examination board shall ensure that credit points already acquired in modules which change in nature or scope or are discontinued shall continue to be used for the completion of the degree programme.

Issued on the basis of the resolutions of the Narrow Faculty of the Faculty of Economic and Social Sciences of 16 March 2015 and after examination of the legality by the Rectorate of 18 August 2015.

Cologne, 16 September 2015

Signed.

The Dean

of the Faculty of Economic and Social Sciences

of the University of Cologne

University Professor Dr Werner Mellis

The structure of each programme can be seen in its module catalogue.