



**Examination and Study Regulations  
for the Master's Programme  
Development Studies  
at the University of Bayreuth  
dated 1 August 2023**

Article 9 sentence 1 in conjunction with Article 80 para 1 sentence 1 and Article 84 para 2 sentence 1 BayHIG forms the framework for the following regulations issued by the University of Bayreuth.

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## § 1

### **Purpose of the master's examination**

<sup>1</sup>The master's programme Development Studies deals with the causes, framework conditions and effects of social, political and economic development, transition and globalization processes in selected regions (Latin America, Asia or Africa), predominantly developing and transition countries (the so-called "Global South"). <sup>2</sup>By combining the subjects of development sociology/-politics, geography and economics, students are taught comprehensive methodological, scientific and practical professional skills in the field of development research. <sup>3</sup>Students are taught the ability to analyze social, political and economic development problems and processes of change and to discuss them with recourse to social science and economic theories. <sup>4</sup>The master's examination, as the culmination of the master's programme Development Studies, is designed to assess whether the student possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further academic research. <sup>5</sup>The master's programme Development Studies, including all examinations, is held in English. <sup>6</sup>On the basis of passing the Master's examination, the University awards students of the Master of Development Studies with a major in Development Sociology/Politics and a major in International Business the academic degree of Master of Arts by the Faculty of Humanities & Social Sciences and students of the Master of Development Studies with a major in Geography the academic degree of Master of Arts by the Faculty of Biology, Chemistry & Earth Sciences.

## § 2

### **Admission to the programme; qualification**

- (1) <sup>1</sup>Admission prerequisites for the master's programme are as follows.
1. a completed course of studies with at least the examination grade "good" (2.5) in the bachelor's programme Interdisciplinary African Studies or International Economics and Development or Geographies of international Development, Focus on Africa or Philosophy and Economics or the bachelor's programme Geography: Society and Environment or Culture and Society with the subject Sociology at the University of Bayreuth or a degree equivalent thereto;
  2. evidence of English language skills at level C1 (or higher) of the Common European Framework of Reference for Languages.
  3. proof of German language skills at level A1 or better of the Common European Framework of Reference for applicants who neither earned their higher education entrance qualification nor their initial degree in the German language; Applicants who are unable to provide proof of German skills will be enrolled on the condition that they submit the proof by the end of the second semester of study at the latest;

4. proof of a relevant work-related internship with a minimum duration of four weeks or professional experience in the field of qualified practice, in particular of organizations and institutions of development cooperation and internationally active business enterprises and -associations.

<sup>2</sup>In addition, subject-specific knowledge of the countries of the Global South and/or professionally relevant experience in the countries of the Global South is recommended. New students should already have a basic knowledge of either social, economic, or geosciences development studies and be able to discuss and evaluate the various approaches. <sup>3</sup>Strongly recommended is also knowledge of another scientific language relevant to a developing region (e.g., Spanish, French, Portuguese).

- (2) <sup>1</sup>The qualifications may not differ substantially in terms of the earned competences from the qualifications referred to in para 1 number 1. <sup>2</sup>If there are substantial compensable differences, applicants may be admitted subject to the proviso that, in addition to the assessment components to be completed in the master's programme, they also successfully complete coursework and examinations in the amount of up to 30 credit points from the relevant bachelor's programme by the end of the second semester of study at latest; otherwise, the prerequisites for admission to the programme are deemed not to have been fulfilled. <sup>3</sup>In such cases, the examination and study regulations for the relevant bachelor's programme (as amended) shall apply. <sup>4</sup>Art. 86 BayHIG applies to determining the eligibility of domestic and foreign degrees. <sup>5</sup>Such decisions as described in sentence 1 to 4 are to be made by the board of examiners established according to § 5.
- (3) <sup>1</sup>If the relevant initial degree certificate is not yet available, confirmation containing the individual grades for all examinations and courses up to the registration deadline must be submitted. <sup>2</sup>Such coursework must amount to at least 150 ECTS points and correspond to a final grade of 2,5 or better. <sup>3</sup>Applicants who fulfil the requirements of sentence 2 are to be enrolled on the condition that they submit the relevant degree certificate with a grade of "good" (2,5) or better by the end of the second semester of study.
- (4) Students who are enrolled in the master's programme Development Studies are considered ipso facto to be admitted to the examinations.

### § 3

#### **Structure of full-time and part-time study; standard period of study**

- (1) <sup>1</sup>The master's programme Development Studies can be completed as a full-time or part-time student. <sup>2</sup>Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. <sup>3</sup>Changing from full-time to part-time study or from part-time to full-time study is possible within the enrolment period of each new semester.

<sup>4</sup>The programme comprises four semesters of full-time study including the master's thesis (standard period of study). <sup>5</sup>The programme comprises eight semesters of part-time study including the master's thesis (standard period of study). <sup>6</sup>Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study.

- (2) A total of 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS).
- (3) New students can begin the programme in the winter semester.

#### **§ 4**

#### **Components of the programme of study**

- (1) The master's programme Development Studies is modular and consists of the following module areas, which are listed in more detail in the appendix:

A: Foundations

F: Advanced Foundations

B/C/D: Individual Focus

- B: Advanced Global Sociology and Politics
- C: Advanced Global Geography
- D: Advanced International Economics

One of the three areas of concentration must be completed.

E: Individual Development and Practical Experience

M: Master's Thesis

- (2) <sup>1</sup>A change of concentration is possible once up to six weeks after the beginning of the second semester upon written application of the student to the chair of examiners. <sup>2</sup>If, at the time of the change, examinations have already been taken once or twice in the previous focus and have not been passed, these examinations do not have to be repeated after the change of focus. <sup>3</sup>A change of focus may not lead to an extension of the deadlines set in the examination regulations.
- (3) <sup>1</sup>It is possible to take additional examinations in the other concentrations. <sup>2</sup>There is no obligation to repeat failed examinations taken for the purpose of earning additional credits.
- (4) <sup>1</sup>One required component is completion of an internship totalling eight weeks in a career-relevant field and not at the University. <sup>2</sup>In consultation with the chair of examiners and after approval by the research project director concerned, a relevant research internship may alternatively be carried out within the university. <sup>3</sup>There is no entitlement to a research internship as an alternative

performance. <sup>4</sup>Students who would like to carry out internships over a longer time period on a voluntary basis and beyond the terms of the examination regulations are expressly encouraged to do so and shall be given support. <sup>5</sup>The time frame for carrying out the internship, generally to be scheduled during the semester break, is geared towards the requirements of the hosting institution and is to be organized by the student independently. <sup>6</sup>The relevant hosting institution is to provide certification of the type of internship and its duration. <sup>7</sup>A report of approximately 10 pages must be prepared on the internship as determined by the board of examiners.

## § 5

### Board of examiners

- (1) <sup>1</sup>A board of examiners shall be formed to make the necessary decisions with regard to the admission to the master's programme and the organizational execution of the master's examination. <sup>2</sup>The board of examiners shall administer the examination proceedings in accordance with the present regulations and make all decisions with the exception of the examinations and the assessment thereof. <sup>3</sup>It shall consist of three members; each member shall have one substitute representative. <sup>4</sup>One member each of the board of examiners and his/her substitute representative shall be elected by the Faculty Council of the Faculty of Humanities & Social Sciences from among the professors (Art. 57 para. 1 BayHIG) of the Faculty of Humanities & Social Sciences (subject group Sociology), the Faculty of Biology, Chemistry & Earth Sciences (subject group Geosciences) and the Faculty of Law, Business & Economics (Economics VWL IV; E) for a period of two years. <sup>5</sup>The board of examiners shall elect a chair and deputy chair from among its members.
- (2) <sup>1</sup>The board of examiners constitutes a quorum if the majority of members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting. <sup>2</sup>The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. <sup>3</sup>Vote abstention, secret voting, and proxy voting are prohibited. <sup>4</sup>If votes are equally divided among its members, the chair's vote shall be decisive.
- (3) <sup>1</sup>The chair of examiners shall ensure that the provisions of these regulations are followed. <sup>2</sup>He or she shall convene the meetings of the board of examiners and shall act as chair of its proceedings and decisions. <sup>3</sup>With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. <sup>4</sup>He or she must promptly inform the other members of any such decision - at the next meeting at latest. <sup>5</sup>In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked) the right to perform other duties of the board to the chair. <sup>6</sup>The chair can delegate tasks to members of the board of examiners.
- (4) The board of examiners shall regularly report to the faculty council of the Faculty of Humanities & Social Sciences concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations.

- (5) <sup>1</sup>Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning how to appeal. <sup>2</sup>Notices of appeal shall be issued by the president in consultation with the board of examiners.

## **§ 6**

### **Examiners and co-examiners**

- (1) <sup>1</sup>Any person who is authorized to administer examinations at institutions of higher education according to 85 BayHIG, as amended, may serve as examiner. <sup>2</sup>Lecturers from foreign universities may also be used as examiners, provided they meet the qualification requirements pursuant to sentence 1. <sup>3</sup>Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.
- (2) <sup>1</sup>If a member of the University of Bayreuth who is an authorized examiner leaves the University, he or she may remain an examiner for a reasonable period. <sup>2</sup>Authorization to administer examinations shall generally remain valid for up to three years.
- (3) <sup>1</sup>Unless otherwise decided by the chair of examiners, the relevant supervisor shall also serve as examiner. <sup>2</sup>If that instructor is not authorized to administer examinations as laid out in sentence 1, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

## **§ 7**

### **Disqualification due to personal involvement; confidentiality**

- (1) Disqualification from consultation and voting on the board of examiners as well as other activities relating to examinations on the basis of personal involvement is governed by Article 51 para 2 BayHIG.
- (2) The non-disclosure obligation that holds for members of the board of examiners, as well as examiners, co-examiners, and anyone else involved in the examination process is governed by Article 26 para 2 BayHIG.

## **§ 8**

### **Credit transfer and recognition**

- (1) The recognition and crediting of competencies shall be determined in accordance with Art. 86 BayHIG.

- (2) <sup>1</sup>If credits are recognized for competencies, the grades are to be carried over and included when calculating the final grade, as long as the grading systems are analogous. <sup>2</sup>If the grading system for the competencies to be transferred does not correspond to the grading system given in § 16, the grades received at the other higher education institution are to be converted using the Modified Bavarian Formula:
- $$x = 1 + 3 \cdot (N_{\max} - N_d) / (N_{\max} - N_{\min})$$
- where x is the grade to be calculated, N<sub>max</sub> is the highest possible grade, N<sub>min</sub> is the highest passing grade, and N<sub>d</sub> is the actual grade; in this calculation, the grade to be calculated is only given to one decimal place and is not adjusted to fit the grading scale given in § 16. <sup>3</sup>If a conversion according to sentence 2 is not possible, the board of examiners shall determine a corresponding key for the grade conversion. <sup>4</sup>If a grade is not available and cannot be determined, the remark "passed" will be entered; in this case, it will not be included in the calculation of the final grade. <sup>5</sup>The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. <sup>6</sup>If credit transfer is denied, the person concerned can appeal the decision by submitting a request for the University Governing Board to review the decision within four weeks of notification of denial. <sup>7</sup>The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.
- (3) recognition of credit requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to the commencement of the examination proceedings in the relevant module.
- (4) Paragraphs 2 and 3 shall apply mutatis mutandis to the crediting of competencies, subject to the maximum limit pursuant to Art. 86 para 2 Sentence 2 BayHIG.

## § 9

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

- (1) The module examinations are held promptly following the conclusion of the modules.
- (2) <sup>1</sup>If not listed in the annex, examination forms and the duration of examinations shall be determined by the relevant examiner and generally announced university-wide at the start of the semester. <sup>2</sup>An additional examination time may be scheduled for the beginning of the following semester. <sup>3</sup>A change of examiner on short notice shall only take place if there are urgent grounds for doing so.
- (3) Students are to register for examinations by the published deadline, according to the process determined by the board of examiners.

## § 10

### Elements of the examination

- (1) The master's examination comprises the module examinations listed in the annex and the master's thesis.
- (2) The examinations serve to prove that the student has achieved the respective competence goals of the individual modules.

## § 11

### Forms of examination

- (1) <sup>1</sup>Examinations are taken in the form of written examinations, oral examinations, presentations, assignments, essays and exposés. <sup>2</sup>The possible forms of examination in the modules are given in the annex.
- (2) <sup>1</sup>Assessment of examinations at the University of Bayreuth is to be carried out according to the process announced by the board of examiners. <sup>2</sup>Notifications will not be sent individually. <sup>3</sup>Students are required to familiarize themselves independently with the terms of the present regulations pertaining to repeating examinations; they are responsible for informing themselves of examination results.
- (3) <sup>1</sup>If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit. <sup>2</sup>In the case described in paragraph 7, sentence 1 does not apply. <sup>3</sup>If a written examination is assessed as "failed" or "unsatisfactory", it must be assessed by a second examiner.
- (4) <sup>1</sup>Written examinations are held for one to two hours; the duration of the examination should be appropriate to the requirements of the associated course. <sup>2</sup>The relevant examiner shall decide which resources may be used during the examination. <sup>3</sup>A written record of the examination is to be made. <sup>4</sup>The invigilator shall confirm the accuracy of the record by providing his or her signature. <sup>5</sup>The examination record sheet is to include all aspects of the examination that are relevant to determining the grade.
- (5) <sup>1</sup>If a student arrives to the examination late, he or she shall not be given additional time to finish the examination. <sup>2</sup>Candidates may leave the room during an examination if permission is granted by the invigilator. <sup>3</sup>The time and duration of absence are to be noted on the question paper.
- (6) <sup>1</sup>Written examinations are generally graded by the relevant examiner. <sup>2</sup>The relevant examiner determines the grades for the written examinations under the terms of § 16. <sup>3</sup>The assessment is to be available at latest by the beginning of the following semester. <sup>4</sup>The graded copy of the written examination shall remain in the examination records.

- (7) <sup>1</sup>Written examinations may be conducted fully or in part using multiple choice testing. <sup>2</sup>If written examinations are conducted only in part using multiple choice testing, the terms of paragraphs 4 and 6 sentences 1 and 2 apply for the portion that is not multiple choice. <sup>3</sup>The questions in the multiple choice section are to be written by the two examiners. <sup>4</sup>Prior to the examination time, the examiner shall decide which answers are correct and how many points are to be awarded for each correct answer, i. e. how to weight correct answers in relation to the total points. <sup>5</sup>If the written examination is conducted only in part by using multiple choice testing, weighting for the individual parts must also be stipulated. <sup>6</sup>Grading of examinations may be carried out with the help of an optical mark sense reader.
- (8) <sup>1</sup>A multiple choice examination is considered passed, if the student achieves a certain absolute number of correct answers (at least 50% of the total points) or on a relative basis. <sup>2</sup>The relative cut-off grade is to be determined by taking the average of the points achieved by those examinees taking the examination for the first time, less 10%. <sup>3</sup>The relative cut-off grade is only to be taken into account if it is below the absolute cut-off grade. <sup>4</sup>Cut-off grades that are not whole number values shall be rounded in favour of the student. <sup>5</sup>An examination is considered passed if a grade of "ausreichend" [sufficient] (4,0) or better is achieved. <sup>6</sup>In an answer-choice examination in which the minimum passing score (relative passing score, if lower, or absolute passing score) has been earned, the grade is
- 1.0 (very good), if at least 90 percent
  - 1.3 (very good), if at least 80 percent but less than 90 percent
  - 1.7 (good), if at least 70 but less than 80 percent
  - 2.0 (good), if at least 60 but less than 70 percent
  - 2.3 (good), if at least 50, but less than 60 percent
  - 2.7 (satisfactory), if at least 40 but less than 50 percent
  - 3.0 (satisfactory), if at least 30 but less than 40 percent
  - 3.3 (satisfactory), if at least 20 but less than 30 percent
  - 3.7 (sufficient), if at least 10 but less than 20 percent
  - 4.0 (sufficient), if the passing grade has been achieved but less than 10 percent of the possible points above the passing grade have been earned. <sup>7</sup>Cut-off grades that are not whole number values shall be rounded in favour of the student.
- <sup>8</sup>If the lowest passing grade (cut-off grade) is not reached, a grade of 5,0 ("nicht ausreichend"/insufficient") is assigned. <sup>9</sup>If an examination is conducted using multiple choice testing, the following details are to be included when determining the results:
- cut-off grades,
  - grade achieved,
  - percentage of the number of points exceeding the lowest passing grade or percentage of the number of points.
- <sup>10</sup>If the examination is only carried out in part via multiple choice testing, grades shall be assigned for the individual parts. <sup>11</sup>In this connection, § 16 para 2 applies accordingly. <sup>12</sup>The details above also apply to the multiple choice portion.

- (9) <sup>1</sup>Oral examinations are held over a period of 20 to 30 minutes, depending on the requirements of the particular course. <sup>2</sup>Oral examinations are conducted in German or English, and are administered by two examiners or one examiner and one co-examiner. <sup>3</sup>One examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: location, start time, and duration of the examination, examination subject-matter and results, names of the examiner and co-examiner, name of the student, and any noteworthy incidents. <sup>4</sup>The record sheet is to be signed by the two examiners or by the examiner and co-examiner. <sup>5</sup>The examiners are to determine the grades for performance in the oral examinations under the terms of § 16.
- (10) <sup>1</sup>For presentations, the topic, type of written work involved, duration, and scope shall be clarified with the relevant examiner. <sup>2</sup>Presentations can last between 15 and 45 minutes, depending on the workload. <sup>3</sup>Assignments are to be graded on a pass/fail basis (alternative 1) or according to § 16 (alternative 2). <sup>4</sup>If alternative 1 of sentence 3 applies, the examination result shall not factor into the final grade. <sup>5</sup>In case of a failing grade, the regulations for repeating examinations in § 19 shall apply.
- (11) <sup>1</sup>Assignments and essays are written during or following the underlying course and comprise 12 to 15 pages. <sup>2</sup>The aim of a term paper is to address a relevant question using the techniques of scientific work. <sup>3</sup>In the essay, on the other hand, the emphasis is on the subjective point of view and a coherent argument, so that critical evaluation and the weighing of positions in a larger overall context are more essential than the complete presentation of a topic. <sup>4</sup>The topic of the term paper or essay will be set by the responsible examiner, taking into account the student's wishes. <sup>5</sup>The processing time for assignments and essays is three weeks. <sup>6</sup>A term paper is a special form of assignment. <sup>7</sup>It clearly exceeds the requirements in terms of length (20 to 25 pages) and demand of a normal term paper. <sup>8</sup>The processing time for a term paper is six weeks accordingly. <sup>9</sup>The topics for assignments or essays are to be such that they can be completed within this time limit. <sup>10</sup>The chair of examiners may extend this deadline by up to one week at the request of the student and after having heard the supervisor in case of reasons beyond the student's control. <sup>11</sup>If the student demonstrates via a medical certificate that he or she was unable to work on the paper, the deadline is to be extended accordingly. <sup>12</sup>Theses that are not submitted by the stated deadline are graded as "nicht ausreichend" ["unsatisfactory"]. <sup>13</sup>The examiner shall determine the grade under the terms of § 16. <sup>14</sup>The graded copy of the assignment shall remain in the examination records.
- (12) <sup>1</sup>Exposés are prepared in preparation for the master's thesis and outline at least its subject, the planned research question(s), the methodological procedure as well as a time schedule. <sup>2</sup>The exposé comprises five to ten pages of text without references. <sup>3</sup>The performance is assessed as "passed" or "failed" and is not included in the overall grade. <sup>4</sup>The provisions regarding repetition found in § 19 apply *mutatis mutandis*.

## § 12

### Master's thesis

- (1) The master's thesis of the student should demonstrate that he or she is able to utilize relevant resources and adequately address and write about current issues in the field using scientific methods. <sup>2</sup>The topic may include interdisciplinary issues.
- (2) <sup>1</sup>The chair or examiners shall appoint two reviewers (according to § 6), if possible, taking into account the student's wishes. <sup>2</sup>The topic of the master's thesis is issued by the first examiner of the corresponding subject from the Faculty of Humanities & Social Sciences (Sociology and Political Science), Faculty of Biology, Chemistry & Earth Sciences (Geosciences) or the Faculty of Law, Business & Economics (Economics VWL IV; E). <sup>3</sup>Record is to be made of the date on which the topic was assigned. <sup>4</sup>It is recommended that the master's thesis be completed in the fourth semester (full-time study) or the sixth semester (part-time study).
- (3) <sup>1</sup>The master's thesis is integrated into the programme of study and corresponds to a workload of 600 hours. <sup>2</sup>The master's thesis is to be submitted no later than five months after the topic was assigned in the case of full-time study or ten months in the case of part-time study. <sup>3</sup>The chair of examiners may extend this deadline by up to 12 weeks in the case of full-time study or 24 weeks in the case of part-time study at the request of the student and after having heard the supervisor if there are reasons beyond the student's control. <sup>4</sup>If the student demonstrates via a medical certificate that he or she was unable to work on the paper, the deadline is to be extended accordingly. <sup>5</sup>Theses that are not submitted by the stated deadline are graded as "unsatisfactory".
- (4) <sup>1</sup>The master's thesis may be written in German or English. <sup>2</sup>The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree.
- (5) <sup>1</sup>The master's thesis must be submitted in electronic form (printable PDF document) by the deadline. <sup>2</sup>Submission is carried out by uploading the document via the form server. <sup>3</sup>The Examinations Office will make a note of the date on which the thesis was submitted.
- (6) <sup>1</sup>The thesis must contain a table of contents and bibliography. <sup>2</sup>The master's thesis should not exceed 120,000 characters (not including annexes, bibliography, and the statement described in para 4 sentence 2).
- (7) <sup>1</sup>The student may return the topic to the board of examiners once within the first two weeks. <sup>2</sup>Paragraphs 1 to 6 also apply when assigning and working on a new topic.

- (8) <sup>1</sup>Examinations Office shall forward the thesis to the reviewers appointed. <sup>2</sup>The grades shall be made available no later than two months after submission of the thesis. <sup>3</sup>Each assessor shall provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. <sup>4</sup>In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.
- (9) <sup>1</sup>If different grades are assigned, the grade for the master's thesis shall be the arithmetic mean of the assessments. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). <sup>3</sup>§ 11 para 2 applies mutatis mutandis.
- (10) One copy of the master's thesis is to remain on record.

### **§ 13**

#### **Credit point system**

- (1) <sup>1</sup>A record of credit points for completed modules is to be kept by the University of Bayreuth's Examinations Office for each student who is enrolled in the programme of study. <sup>2</sup>The credit points that appear on the transcript are identical with credit points as stipulated in the European Credit Transfer System. <sup>3</sup>One credit point corresponds to a workload of 30 hours.
- (2) The credit points for the modules are given in the annex.

### **§ 14**

#### **Consideration of protective provisions**

- (1) <sup>1</sup>The utilization of protection periods of the Maternity Protection Act shall be guaranteed. <sup>2</sup>Upon request, the claiming of parental leave in accordance with the Federal Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz), as well as periods for the care of a close relative within the meaning of § 7 para 3 of the Nursing Care Act who is in need of care within the meaning of § 14 and § 15 of the Eleventh Book of the Social Code (Sozialgesetzbuch), shall be guaranteed. <sup>3</sup>The appropriate evidence must be furnished; any changes in status are to be reported immediately.
- (2) <sup>1</sup>If duly requested, periods during which study was impossible or only possible to a limited extent for reasons beyond the student's control shall not be taken into account with regard to the examination schedule. <sup>2</sup>Corresponding evidence must be furnished; medical certificates must be presented in the case of illness. <sup>3</sup>Any changes in status are to be reported immediately.

## § 15

### Consideration of special needs of students with disabilities or chronic illness and in special life circumstances

- (1) <sup>1</sup>For the sake of ensuring equal opportunities, the particular needs of examinees with disabilities or chronic illnesses are to be appropriately accommodated. <sup>2</sup>Upon written request, the board of examiners shall determine on the basis of the degree of disability or chronic illness in what form the examination is to be taken; alternatively, an extension or other reasonable accommodations may be granted. <sup>3</sup>Proof of the examination disability or chronic illness must be furnished in the form of a medical certificate stating that, due to a long-term or permanent disability or chronic illness, the examination cannot be taken in whole or in part in the intended form. <sup>4</sup>The request is to be submitted together with the examination registration. <sup>5</sup>If the request is submitted later, it shall only be valid for subsequent examinations.
- (2) <sup>1</sup>Students in special circumstances may apply to the board of examiners for reasonable accommodations in examinations in accordance with paragraph 1. <sup>2</sup>The board of examiners shall decide on the existence of a special life situation and the extent of reasonable accommodations.

## § 16

### Grading of examinations

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

"sehr gut" (excellent)	= 1,0 or 1,3
"gut" (considerably better than average)	= 1,7 or 2,0 or 2,3
"befriedigend" (average)	= 2,7 or 3,0 or 3,3
"ausreichend" (fulfils the minimum requirements despite deficiencies)	= 3,7 or 4,0
"nicht ausreichend" (unsatisfactory due to considerable deficiencies)	= 5,0

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

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

## § 17

### Final grade

- (1) <sup>1</sup>The overall grade of the master's examination is calculated from the average of the five best module grades from A and F at 35%, the average of the module grades from the selected focus area B, C or D at 30% and the grade of the master's thesis at 35%. <sup>2</sup>In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).
- (2) Students who pass the master's examination are to receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet", up to 1,5 is "sehr gut", up to 2,5 is "gut", up to 3,5 is "befriedigend", up to 4,0 "ausreichend".
- (3) The certificate or an attached document shall indicate how the final grade was calculated.
- (4) <sup>1</sup>In addition to the degree certificate, an ECTS grading table will be issued as stipulated in the ECTS guidelines in the version dated 6 February 2009. <sup>2</sup>This table displays what percentage of programme graduates in a given time frame received the same final grade as described in para 2. <sup>3</sup>Those programme graduates who were awarded their diplomas in the previous four semesters shall serve as the reference group as long as it includes at least 30 persons. <sup>4</sup>The date of the last examination shall be decisive in assigning graduates to a particular semester. <sup>5</sup>If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. <sup>6</sup>If the programme of study does not yet have as many graduates as the minimum number required of the reference group, an ECTS grading table will be issued as soon as the minimum number is reached. <sup>7</sup>For degrees awarded before the minimum number is reached, an ECTS grading table will be issued at a later date upon request once the minimum number has been reached. <sup>8</sup>The graduate's own graduating class is also to be included in the reference group. <sup>9</sup>The size of the reference group and the time frame is to be included.

## § 18

### Passing the master's examination

- (1) Passing the master's examination requires a grade of "ausreichend" ["sufficient"] or "bestanden" ["passed"] or better for the master's thesis and each module; in addition, all 120 credit points must be earned and all requirements mentioned in § 2 para 2 must be fulfilled.

- (2) <sup>1</sup>If the student has not fulfilled the requirements given in paragraph 1 by the end of his or her sixth semester in full-time study or 12th semester in part-time study due to reasons under his or her control, then the student shall be considered as having failed the master's examination on the first attempt. <sup>2</sup>Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.
- (3) <sup>1</sup>If the missing examinations are not passed by the student within a year of the deadline given in para 2 sentence 1 for reasons under his or her control, or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the master's examination on the final attempt. <sup>2</sup>The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. <sup>3</sup>Notice shall be sent to inform the candidate that he or she has failed the examination on the final attempt in accordance with § 5 para 5 in conjunction with Article 41 BayVwVfG as amended. <sup>4</sup>The board of examiners may grant the student an extension of the deadline stated in sentence 1 for circumstances beyond his or her control.

## § 19

### Repeating examinations

- (1) Any examination that was failed on the first attempt can be repeated once. <sup>2</sup>Repeating an examination for a second time is only permitted for up to three examinations. <sup>3</sup>Students who fail the second repetition of an examination are to be considered as having failed the master's examination on the final attempt.
- (2) <sup>1</sup>In order to improve grades in module areas B, C and D, the grade of an already passed module examination can be replaced by the grade of an equivalent performance from an additionally attended course upon application to the chair of examiners. <sup>2</sup>The substituted performance is then treated as an additional examination performance. <sup>3</sup>Repeating the master's thesis with a passing grade voluntarily is not permitted.
- (3) The repetition may be held as a different form of examination in accordance with § 11; this is determined by the examiner.
- (4) <sup>1</sup>The master's thesis can be repeated with a new topic if the student receives a failing grade for the thesis. <sup>2</sup>Repeating the master's thesis for a second time is not permitted.
- (5) Administrative measures shall be taken to ensure that it is possible to repeat the failed examinations or a failed master's thesis within six months.

## § 20

### **Notice of failing the master's examination**

Notice shall be sent to inform the candidate that he or she has failed the master's examination on the final attempt in accordance with § 5 para 5 in conjunction with Article 41 BayVwVfG as amended.

## § 21

### **Access to examination documents**

- (1) Following the conclusion of the examinations process, the student may be granted access to his or her graded examination documents including the reviewer's report as well as the record sheets for the examination.
- (2) <sup>1</sup>Such requests are to be made within six months after the degree certificate is awarded. <sup>2</sup>If the student was prevented from meeting the deadline in sentence 1 due to reasons beyond his or her control, Article 32 BayVwVfG shall apply.

## § 22

### **Defects in the examination proceedings**

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

## § 23

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

- (1) <sup>1</sup>Students who have registered for an examination may withdraw without providing a rationale by submitting a written statement of withdrawal by the deadline announced by the board of examiners. <sup>2</sup>If the student fails to appear for an examination for which he or she was registered for reasons under his or her control or withdraws subsequent to the deadline stated in sentence 1, he or she will be considered to have failed the examination.

- (2) <sup>1</sup>The grounds for failing to appear - or as long as paragraph 1 sentence 1 does not apply, for withdrawal must be submitted to the board of examiners without delay and substantiated by prima facie evidence. <sup>2</sup>The same applies to inability to take the examination due to circumstances arising during the examination. <sup>3</sup>Inability to take the examination due to illness must be documented with a medical certificate. <sup>4</sup>If the board of examiners accepts the reasons given, a new examination time is to be offered under the terms of § 9 within six months.
- (3) If withdrawal or failure to appear is caused by reasons beyond the candidate's control, examinations elements completed up to that point are to be recognized.
- (4) <sup>1</sup>If the student attempts to influence the result on an examination by cheating or making use of materials that are not permitted, he or she shall be given the grade "nicht ausreichend" ["unsatisfactory"]. <sup>2</sup>Any student who causes considerable disruption to the course of an examination may be removed by the invigilator and barred from continuing the examination. In this case, he or she shall be given the grade "nicht ausreichend" ["unsatisfactory"].
- (5) <sup>1</sup>If cheating in the form of plagiarism is detected, the examination will be graded as "nicht ausreichend" ["unsatisfactory"]. <sup>2</sup>The accusation of plagiarism is justified if the student has attempted to influence the result of the examination in a way that is favourable to him or her by failing to specifically mark passages taken verbatim from other authors and also explanations of his or her work that are closely based on the thought processes of other authors. <sup>3</sup>The determination shall be made by the relevant examiner or invigilator and shall be recorded in the files. <sup>4</sup>In serious cases or in the case of repetition, the entire module examination can be declared failed and, in particularly serious cases, the right to repeat the examination can also be withdrawn and the entire module examination can be declared failed on the final attempt. <sup>5</sup>The decision on this is taken by the board of examiners. <sup>6</sup>In deciding on the imposition of the sanction, both the quantity of the plagiarism and its significance for the work must be assessed in each individual case.

## § 24

### Invalidating the master's examination

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

- (3) The student shall be permitted to make a statement prior to the decision.
- (4) The inaccurate degree certificate is to be taken away and, if applicable, replaced with a new one.

## **§ 25**

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

- (1) <sup>1</sup>Upon the student's request, a diploma and a degree certificate for successful completion of the master's examination are to be issued within four weeks of demonstrating completion of the required module credits. <sup>2</sup>The diploma is to include the title of the programme of study and the selected focus. <sup>3</sup>It is signed by the Dean of the Faculty of Humanities & Social Sciences for students of the Master of Development Studies with a major in Sociology of Development/Politics or International Economics and by the Dean of the Faculty of Biology, Chemistry and Earth Sciences for students of the Master of Development Studies with a major in Geography, and bears the seal of the University. <sup>4</sup>Upon issuance of the diploma, the graduate is given the right to bear the title Master of Arts. <sup>5</sup>This title is to be abbreviated "M.A." and placed behind the surname.
- (2) <sup>1</sup>The certificate is to include the title of the programme of study, the focus selected, the final grade, all completed modules, all module examinations undertaken (including credit points and grades achieved), as well as the topic of the master's thesis and the grade received for the thesis. <sup>2</sup>The additional credits shall be included on the certificate as long as the student does not submit a request to the contrary. <sup>3</sup>The certificate is to be signed by the chair of examiners. <sup>4</sup>The date to be used is the day of the last examination or the date on which the last graded assignment was submitted. <sup>5</sup>An English translation of the diploma and a Diploma Supplement shall be issued in addition; the Diploma Supplement shall be signed by the chair of examiners. <sup>6</sup>In addition to the certificate, an ECTS grading table is to be issued under the terms of § 17 para 4.
- (3) Revoking the degree "Master of Arts" is to be carried out in accordance with the legal regulations (Article 69 BayHIG).

## **§ 26**

### **Academic advising**

- (1) General student advising is offered by the University of Bayreuth's Student Advising Office.
- (2) The programme advisor for the master's programme Development Studies is to be responsible for questions relating to the master's programme (i.e. structure of the programme, organization of studies, course selection, and questions concerning examinations).

- (3) <sup>1</sup>In the course of the semester, the programme coordinator shall offer advising for all students enrolled in the master's programme. <sup>2</sup>Advising is recommended especially for the following persons:
1. new students,
  2. students who recently failed an examination,
  3. students who have considerably less than 30 credit points per semester in full-time study or 15 credit points per semester in part-time study,
  4. students transferring from a different subject, degree programme, or university,
  5. those changing from full-time study to part-time study or from part-time study to full-time study,
  6. before choosing a specialization.

## **§ 27**

### **Effective date**

- (1) <sup>1</sup>These regulations go into effect on 02 August 2023. <sup>2</sup>They shall be valid for students enrolling in this programme in Winter Semester 2023/2024 or later. <sup>3</sup>The remaining students structure their studies according to the previous examination and study regulations for the master's programme Development Studies at the University of Bayreuth dated 10 August 2016 (AB UBT 2016/041), which were last amended by statutes dated 9 January 2023 (AB UBT 2023/002); upon written application to the board of examiners, they may structure their studies according to these statutes.
- (2) With the entry into force of the present regulations, the Examination and Study Regulations for the Master's Programme Development Studies at the University of Bayreuth dated 10 August 2016 (AB UBT 2016/041), last amended on 09 January 2023 (AB UBT 2023/002), shall cease to apply subject to the provision in para 1 sentence 3.

## Annex: Modules, Credit Points, and Examinations

The following provides an overview of the modules and corresponding examinations. The modules include the following course forms:

Lectures, seminars, tutorials, internships, colloquia

Courses marked with \* are not relevant to final grades.

Slashes ("/") between exam forms indicate alternative exam forms.

If modules can be chosen in more than one area, they may only be included once in the degree programme. Double crediting is not possible.

Abbreviation	Module Area Module Title (individual seminar titles may differ)	Form of Examination	ECTS
<b>A</b>	<b>Foundations</b>		<b>28</b>
A1	Introduction to Development Studies	Presentation* (no grade)	8
A2	Regional Geography	Assignment	5
A3	Macroeconomics	Written Exam	5
A4	Qualitative Methods for the Social Sciences	Written Exam	5
A5	Contemporary Theoretical Approaches to Global Development	Essay	5
<b>F</b>	<b>Advanced Foundations</b>		<b>20</b>
F1	Social and Political Processes in Global Development	Presentation & Term Paper	8
F2	Geographies of Environment and Development	Presentation & Assignment	6
F3	Economics, Governance and Development	Presentation & Written Exam/Assignment	6
<b>B-C-D</b>	<b>Individual Focus</b> (students select 1 out of 3 disciplinary areas)		<b>18</b>
<b>B</b>	<b>Advanced Global Sociology and Politics</b>		
B1	Actors and Policies in Global Development	Presentation & Assignment	6
B2	Global Entanglements	Presentation & Assignment	6
B3	Social and Political Processes in Africa	Presentation & Oral Exam	6
<b>C</b>	<b>Advanced Global Geography</b>		
C1	Spatial Perspectives on Socio-Economic Development Processes	Presentation & Assignment	6
C2	Development Cooperation/Development Planning	Presentation & Assignment	6
C3	Political Ecology/Economy of Global Change	Presentation & Assignment	6
<b>D</b>	<b>Advanced International Economics</b>		
D1	Economic Progress and Institutional Change	Written Exam	6

<b>Abbreviation</b>	<b>Module Area</b> Module Title (individual seminar titles may differ)	<b>Form of Examination</b>	<b>ECTS</b>
D2	Economic Development	Presentation & Assignment	6
D3	Topics in Economics and Governance	Presentation & Written Exam/Assignment	6
<b>E</b>	<b>Individual Development and Practical Experience</b>		<b>28</b>
E1	Individual Deepening or Catching-up**	According to the respective course requirements*	8
E2	Professional Internship or Research Internship	Report* (§ 4 para 4; no grade)	20
<b>M</b>	<b>Master's Thesis</b>		<b>26</b>
M1	Master Research Seminar	Presentation* & Exposé* (no grades)	6
M2	Master's Thesis	Thesis	20
	<b>Total</b>		<b>120</b>

**\*\*Option 1:** Any two courses from module areas B-C-D, one of which requires active participation only (2 ECTS credits). **Option 2:** Integration of courses agreed upon individually with the programme coordinator with content related to the study programme beyond the courses from option 1. **Option 3:** Two language courses leading to at least level B2. English and German are excluded.

Issued on the basis of a decision made by the University of Bayreuth's Senate on 19 July 2023 and approved by the President of the University of Bayreuth on 27 July 2023, Ref. No. A 3384/3 - I/ 1.

Bayreuth, 01 August 2023

[seal]

UNIVERSITY OF BAYREUTH THE PRESIDENT

[signature]

Professor Dr. Stefan Leible

These regulations were enacted at the university on 01 August 2023.

This was announced on 01 August 2023 by posting a notice at the university.

The date of the announcement is 01 August 2023.