

The text of these examination regulations has been carefully compiled in accordance with the current version. Nonetheless it might contain an error. The legally binding version is the one documented in the official University procedures publication (*Amtsblatt*) which is held in the Examinations Office and is accessible to the public.

**Please note that the German version of these regulations is the legally binding one.**

## Degree course and examination regulations for the Master's Degree Course "Physical Activity and Health" at the School of Humanities and Social Sciences, School of Theology at the University of Erlangen-Nürnberg

as of 27<sup>th</sup> September 2007

On the basis of Art.13, Parag.1, Sentence 2, Art. 43, Parag.5, Sentence 2 and Art.61, Parag.2, Sentence 2 of the Bavarian Law on Higher Education (BayHSchG), the University of Erlangen-Nürnberg has laid down the following examination regulations:

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## **Art. 1**

### **Area of Application, Aim of the Master's Examination**

- (1) These degree course and examination regulations pertain to the examinations in the non-consecutive Master's degree course leading to a Master of Arts degree in "Physical Activity and Health" under the aegis of the School of Humanities and the School of Theology.
- (2) <sup>1</sup>The Master of Arts is a further final degree qualifying the holder in terms of his profession and research. <sup>2</sup>The Master's Examination ascertains whether the student has acquired in-depth knowledge of the basic principles and the main research results in the subjects relevant to his Master's degree, has the ability to work independently in accordance with academic methods and has been prepared for subsequent professional practice.

## **Art. 2**

### **Academic Degree**

- (1) The academic title of Master of Arts (abbrev. M.A.) is awarded on the basis of having passed the Master's examination.
- (2) The academic title can carry the supplement (FAU Erlangen-Nürnberg)

## **Art. 3**

### **Master's degree courses, Examinations and Regulations on Course Duration**

- (1) <sup>1</sup>The non-consecutive Master's degree course in the course "Physical Activity and Health" has a strong research bias. <sup>2</sup>The duration of the Master's degree course is generally 4 semesters (2 academic years).
- (2) The number of ECTS points required to complete the course is 120 ECTS points.
- (3) <sup>1</sup>The Master's degree course ends with the Master's final examination. <sup>2</sup>It consists of the examinations to be taken in the course of the degree program in all the modules constituting the Master's degree program including the Master's thesis, which is a module in its own right.
- (4) Normally students can only begin the Master's degree course at the start of the Winter Semester.

## **Art. 4**

### **ECTS Points**

- (1) <sup>1</sup>The degree course and the examinations are based on the European Credit Transfer and Accumulation System (ECTS). <sup>2</sup>30 ECTS are to be acquired each semester. <sup>3</sup>One ECTS point corresponds to a workload of 30 hours.
- (2) <sup>1</sup>ECTS points provide a system with which the workload in the study program can be structured, assessed and documented. <sup>2</sup>They serve as a quantitative measure with which students can calculate their work distribution in their degree program.

## **Art. 5**

### **Modularisation, Subsidiary Degree Course Requirements (Electives)**

- (1) <sup>1</sup>The degree course consists of modules to which ECTS points have been attributed. <sup>2</sup>A module is a discreet teaching and study unit both as regards time and content which can be examined independently.

- (2) <sup>1</sup>Modules end with a module examination on the course content. <sup>2</sup>This examination can consist of one examination grade, of one examination grade consisting of grades from several subdivided examinations, of a course grade or of several course grades, or of a combination of course assessment grades and an examination grade. <sup>3</sup>ECTS are only awarded on the basis of successful participation in a module, which is assessed on the basis of independently achieved and clearly delimited results laid down in a module examination. <sup>4</sup>Degree course module examinations are those that are conducted during term-time or immediately after the final teaching session of a module.
- (3) <sup>1</sup>Examination grades and course grades serve to assess the student's success. <sup>2</sup>They can be written or oral or in some other form such as, for example, a graded presentation. <sup>3</sup>Examinations and components of examinations are given grades. In the case of course requirements, the decision as to whether the student has participated successfully can be limited to pass or fail.

### **Art. 6**

#### **Examination Registration Deadlines, Failure to adhere to Deadlines**

- (1) <sup>1</sup>Examinations are to be taken in good time in accordance with the regulations so that 12 ECTS points can be accumulated in the Master's examination by the end of the date laid down in the regulations. <sup>2</sup>This date is the last semester of the period laid down for the duration of the degree course. <sup>3</sup>The date laid down according to sentence 2 can be extended in the Master's examination by one semester (extension deadline). <sup>4</sup>The examination in question counts as taken and failed at the final attempt if 120 ECTS points from the modules of the Master's degree program have not been accumulated within the extension period granted unless the student is not required to provide the reasons for this.
- (2) The period laid down in art. 1 can be extended by applying the protection period laid down in art. 3 parag.2 and art. 6, parag.1 of the law governing maternity protection as well as the periods guaranteeing parental leave according to art. 88, parag.1, sentence 1 no. 2 of the Bavarian Law for Civil Servants, arts 12 to 15, regulations on leave of absence.
- (3) <sup>1</sup>The reasons for applying parags1 and 2 must be made clear to the examination board immediately and in writing. <sup>2</sup>If the reasons put forward are accepted, the examination is to be taken on the next possible date; course or exam requirements that have already been fulfilled are to be taken into consideration. <sup>3</sup>The examiner must be immediately notified of any unforeseen inability to take the examination either immediately before or during the examination; should the inability to take the examination be due to illness, the candidate can be required to submit an independent doctor's certificate.

### **Art. 7**

#### **Examinations Committee**

- (1) <sup>1</sup>An examinations committee is set up to oversee the organisation and execution of examinations. <sup>2</sup>The examinations committee consists of two members selected from the professorial body and at least one member of the academic staff of the School of Humanities and the School of Theology entitled to conduct examinations as defined in the currently valid version of the university examination regulations statutes; they are elected by the Faculty Council. <sup>3</sup>The Faculty Council elects one of them to act as

chairperson and regulates who is to act as vice-chairperson. <sup>4</sup>They are elected for a two year period of office. Re-election is permissible.

- (2) <sup>1</sup>The chairperson or vice-chairperson can delegate his or her responsibilities to a member of the examinations committee.
- (3) <sup>1</sup>The examinations committee is responsible for conducting the examinations, in particular for the planning and organisation of the examinations. <sup>2</sup>It ensures that the regulations laid down in these examination regulations are adhered to. <sup>3</sup>It makes all the decisions pertaining to examinations with the exception of the actual examination and how the individual examination is graded. <sup>4</sup>It publishes examination results after having checked the assessment of the examination grades and their legal validity. <sup>5</sup>It reports regularly to the Faculty Council on matters pertaining to the development of the examinations, adherence to the regulations on the duration of the degree program, and, if appropriate, makes suggestions on changes to the examination regulations. <sup>6</sup>The members of the examinations committee are entitled to be present at examinations.
- (4) <sup>1</sup>The examinations committee is entitled to take decisions if all the members have received a written invitation to a meeting giving at least a week's notice and the majority of the members are present and entitled to vote. <sup>2</sup>Decisions are based on majority votes held at meetings. <sup>3</sup>Abstentions, secret ballots and transferred voting rights are not permitted. <sup>4</sup>Should an equal number of votes for and against be cast, the chairperson casts the final vote.
- (5) <sup>1</sup>The chairperson summons the examinations committee to meetings. <sup>2</sup>He or she is entitled to take urgent decisions alone without consulting the committee. <sup>3</sup>In this case the examinations committee is to be notified without delay. <sup>4</sup>In addition, unless otherwise specified in these examination regulations, the examinations committee can charge the chairperson with certain revocable responsibilities.
- (6) <sup>1</sup>Decisions in matters pertaining to examinations which a candidate could interpret as a limitation of his or her rights must be issued in written form; they must be explained and accompanied by information on the candidate's legal rights. <sup>2</sup>Candidates are to be given the right to express their viewpoint before decisions on failure become final. <sup>3</sup>Results can be published on notice-boards or in electronic form if the examination committee so decides. <sup>4</sup>An appeal is rejected by the *Rektor* of the University following consultation with the examinations committee on issues related to the subject and examination regulations and after the candidate concerned has been heard.

## **Art. 8**

### **Examiners, Exclusion on the basis of Personal Involvement, Discretion**

- (1) <sup>1</sup>The examinations committee appoints the examiners and supervisors. <sup>2</sup>All the people named as entitled to examine in the currently valid versions of the Bavarian Higher Education Law, the Bavarian Law for Teachers in Higher Education and the Bavarian Higher Education Association of Examiners can be appointed.
- (2) In cases of urgency examiners can be substituted at short notice before the examination begins.
- (3) <sup>1</sup>Persons who have completed degree courses in the same or in subject-related subjects can be appointed as co-examiners. <sup>2</sup>The co-examiner should be members of the academic staff in the employment of the University.
- (4) Art. 41, parag.3 of the Bavarian Higher Education Law determines whether a person must be excluded from the right to determine results or vote on the examinations committee or to act as examiner on the grounds of personal involvement.

- (5) Members of the examinations committee and other persons involved with matters pertaining to examinations are obliged to exercise discretion in accordance with art. 18, parag.3 of the Bavarian Higher Education Law.

#### **Art. 9**

##### **Publication of type of examination, the examination dates and the examiners;**

##### **Registration and Withdrawal**

- (1) <sup>1</sup>The type, length and range of examinations are to be published in a publicly accessible module catalogue at least a week before teaching recommences each semester. <sup>2</sup>The dates for the examinations and the list of examiners are to be published in good time and in accordance with local practice.
- (2) <sup>1</sup>The students register for the individual module examinations after the start of the current semester. <sup>2</sup>The registration dates and registration procedures are to be announced four weeks in advance by the examinations committee and in accordance with local practice.
- (3) <sup>1</sup>Without infringing the registration dates specified in art. 6, 23, candidates can withdraw from a written or oral examination by the end of the third working day before the day of the examination without giving the examiners any reasons for the withdrawal; working days are defined as Monday to and including Friday. <sup>2</sup>The consequences of a late withdrawal are regulated by art. 12 parag.1.

#### **Art. 10**

##### **Admissions Committee to the Master's Degree Course**

- (1) The admissions committee is responsible for examining the qualifications and admissions requirements entitling applicants to take part in a Master's degree program. Art. 7 parag.4 and parag.5 apply accordingly.
- (2) <sup>1</sup>The admissions committees consist of at least one professor as chairperson, a further member of the academic teaching staff and a member of the academic staff employed by the University who is entitled to examine in accordance with the regulations laid down in the Higher Education Examination Regulations. <sup>2</sup>The members are appointed by the Faculty Council for a period of three years; they can subsequently be re-appointed.
- (3) <sup>1</sup>The admissions committee is entitled to make decisions if all its members have received invitations to meetings served at least a week in advance and a majority of the members are present and entitled to vote. <sup>2</sup>Decisions are based on majority votes held at meetings. <sup>3</sup>Abstentions, secret ballots and transferred voting rights are not permitted. <sup>4</sup>Should an equal number of votes for and against be cast, the chairperson casts the final vote. <sup>5</sup>The chairperson summons the meetings of the admissions committee.

#### **Art. 11**

##### **Recognition of Study Periods, Modules, Course and Examination Requirements**

- (1) <sup>1</sup>Periods of study, modules, course requirements, intermediate or intermediate diploma examinations and other examinations in the same diploma, bachelor or master's degree courses or in other degree courses at this, or another, or a foreign university or institution of Higher Education of comparable status will be taken into consideration or recognised unless they are not equivalent. <sup>2</sup>The question of equivalence is to be checked if the period of study, the modules, the course requirements and examinations correspond essentially as regards content, length and

requirements with the stipulations laid down in these examination regulations.<sup>3</sup>The assessment is to be based not on a schematic comparison but rather according to a holistic judgement and evaluation.<sup>4</sup>The equivalence of study periods, modules and study and examination requirements at foreign universities are to be assessed on the basis of the equivalence agreements approved by the Standing Conference of Ministers of Education and Cultural Affairs and the German Rectors' Conference and agreements met with partner universities.<sup>5</sup>A maximum of 60 ECTS points accumulated through examinations and other requirements fulfilled in accordance with these examination regulations in the course of a study period at a foreign university can be recognised.<sup>6</sup>In the absence of equivalence agreements, the examinations committee is responsible for taking a decision.<sup>7</sup>In cases of doubt on issues of equivalence the central office for foreign education systems at the Standing Conference of the Ministers for Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany can be consulted.

- (2) Periods of study, modules, and course and examination requirements in state-approved distance learning courses will be taken into consideration or recognised accordingly unless they are not equivalent; the same goes for online courses completed successfully under the aegis of the Virtual University of Bavaria.
- (3) Study periods at universities of applied sciences and modules, course and degree requirements completed there are to be recognised provided they correspond to the demands of the further degree.
- (4) <sup>1</sup>Relevant vocational or school training can be recognised as credits counting towards preparatory courses and vocational practical training placements provided they are equivalent. <sup>2</sup>Modules and course and examination requirements completed successfully when studying at vocational colleges of continuing education and academies are to be recognised provided they can be considered equivalent as regards content and level to the modules, examinations and course requirements laid down in these examination regulations. <sup>3</sup>The amount of knowledge and skills acquired at non-university institutions that can be recognised cannot exceed 50/100 of the prescribed university degree course.
- (5) <sup>1</sup>Modules, course and examination requirements which have already been included in the assessment of a degree that has been awarded cannot be recognised for a degree course based on these examination regulations. <sup>2</sup>The examinations board can make exceptions.
- (6) <sup>1</sup>Candidates wishing to have requirements counted or recognised must submit the necessary documentation to the chairperson of the examinations board before taking the examination that is to be replaced. <sup>2</sup>Candidates who submit the requirements stipulated in parags.1 to 5 are legally entitled to have them recognised or counted. <sup>3</sup>The decision is taken by the chairperson of the examinations board after consulting the chosen representative of a subject responsible; the decision is to be sent in writing. <sup>4</sup>Recognition of study periods, modules, course and examination requirements fulfilled within the Federal Republic of Germany must be undertaken by an officially recognised authority (such as an examinations office).
- (7) <sup>1</sup>The grades for modules, examinations and course requirements recognised or counted towards the degree can be included provided they comply with or have been adapted to comply with art. 17. <sup>2</sup>The certificate contains a remark to the effect that they have been included. <sup>3</sup>If the particular grade is made up of a number individual results so that forming a final grade is not possible or the grade system of the recognised examination or course requirements fails to comply with art. 17, the certificate must mention the university in question and note "pass" without giving a grade or recalculating a grade.

**Art. 12**  
**Cheating, Deception**

- (1) <sup>1</sup>If a candidate attempts to influence the result of an examination through deception or by using any means that have not been approved, the examination is graded as “fail” (5.0). <sup>2</sup>Any candidate who causes a disturbance, thus preventing the examination from proceeding as planned, can be excluded from continuing with the examination by the examiner or invigilator; in this case the examination is graded as “fail” (5.0). <sup>3</sup>Sentences 1 and 2 also apply to course requirements.
- (2) The examinations board decides whether the candidate is to be excluded from taking part in further examinations.

**Art. 13**  
**Disqualification and Removal of academic degree titles**

The decision to disqualify a degree is regulated by art. 69 of the Bavarian Higher Education Law.

**Art. 14**  
**Deficits in Examination Procedures**

- (1) If it transpires that deficits in the examination procedures influencing the results of the examination have occurred, a student or an official authority can apply for permission for an individual candidate or all the candidates to repeat the whole or parts of the examination.
- (2) Deficits in the examination procedure must be reported immediately to the chairperson of the examinations board or the examiner.
- (3) Measures as stated in parag.1 can no longer be undertaken by an official authority six months after the examination has been completed.

**Art. 15**  
**Written Examination**

- (1) In the written examinations (end-of-semester tests, homework assignment or term paper) the students should demonstrate that in a limited time period and with limited reference works they are able to recognise a problem by applying the usual methods related to the subject and are able to find ways of solving it.
- (2) <sup>1</sup>The length of individual written examinations is regulated in the appendix; the examinations are written in English. <sup>2</sup>In exceptional cases, which have to be justified, the examination can be written in German. <sup>3</sup>Written examinations must be corrected by one examiner. <sup>4</sup>If the examination is given a “fail” grade, it must be corrected by a second examiner. <sup>5</sup>If the mark given differs, the paper is graded with an average of the two differing grades; Art.17, parag.2, 2<sup>nd</sup> clause of sentence 1 applies.

**Art. 16**  
**Oral Examination**

- (1) <sup>1</sup>In the oral examinations the students should demonstrate their ability to recognise the core principles of the subject under examination and to respond appropriately to special questions pertaining to these principles. <sup>2</sup>Unless otherwise determined, oral

examinations take place in the presence of a co-examiner who is co-opted by the examiner. <sup>3</sup>The duration of an oral examination is defined in the appendix; Art.15, parag.2, 2<sup>nd</sup> clause of sentence 2 applies. <sup>4</sup>The oral examinations are to be held in English.

- (2) <sup>1</sup>In an oral examination before several examiners, each examiner determines the grade to be given in accordance with Art. 17. If the grades given differ, the average of the grades is calculated; Art.17 parag.4 sentence 2 applies.
- (3) <sup>1</sup>Examination minutes are to be taken in the oral examination; these must include place, time and duration of the examination, the topic and result of the examination, the names of the examiner, the co-examiner and the candidate as well as any special circumstances. <sup>2</sup>The minutes are signed by the examiner and the co-examiner. <sup>3</sup>It is not necessary to document the questions asked and the answers given. <sup>4</sup>The minutes are to be recorded together with the other documents filed on the examination for a period of at least two years.
- (4) <sup>1</sup>Students intending to take the same oral examination can be admitted to listen to the examination provided the space available permits; the candidate can request they be excluded from listening in. <sup>2</sup>This permission does not include examiners' discussions on the grade given and how they announce their decision to the candidate.

### Art. 17

#### Assessment of Examinations, Grades, Overall Final Grade

- (1) <sup>1</sup>The decisions reached by the examiner on the individual examinations are to be expressed by applying the following terms and grading scale.

Very good	= (1,0 or 1,3)	An excellent achievement
Good	= (1,7 or 2,0 or 2,3)	An achievement which is well above the average performance
Satisfactory	= (2,7 or 3,0 or 3,3)	A performance which corresponds to the average standard.
Adequate/Pass	= (3,7 or 4,0)	A performance which, despite shortcomings, still meets the standard required.
Fail	= (4,3, or 4,7 or 5,0)	A performance which, due to considerable shortcomings, is below the standard required.

<sup>2</sup> An examination (art. 6, parag.2) has been passed if it is assessed at least as “adequate”.  
<sup>3</sup>Examinations that are not graded (art. 6, parag.3, sentence 4) are classified as “pass” or “fail”. <sup>4</sup>A module examination classifies as passed if all the module requirements have been passed.

- (2) <sup>1</sup>The final grade for the final Master's examination is:

**Very good** for an average up to and including 1.5

**Good** for an average between 1.5 and 2.5

**Satisfactory** for an average between 2.5 and 3.5

**Adequate/Pass** for an average between 3.5 and 4.0

<sup>2</sup>Candidates who pass the Master's examination with an overall grade of 1.0 to 1.2 are judged to have “passed with distinction”.

- (3) <sup>1</sup>The overall grade in the Master's final examination includes the module grades weighted with ECTS points allotted to the corresponding module laid down in the appropriate appendix of these examination regulations. <sup>2</sup>The final grade for the



Master's examination is calculated to two figures after the decimal point; further figures are not taken into consideration and are not rounded up or down.

- (4) <sup>1</sup>The module grades are formed by taking the average of the individual grades given for examinations in accordance with Art. 5, parag.2, sentence 2; unless otherwise stated, the individual grades form the module grade by being weighted in accordance with the ECTS points they are allotted. <sup>2</sup>The grade is calculated to one figure after the decimal point; further figures are not taken into consideration and are not rounded up or down. <sup>3</sup>In cases in which there is no graded examination, the module is assessed as "pass" or "fail" or says "the candidate has successfully participated in...".

### **Art. 18**

#### **Invalidation or Cancellation of an Examination**

- (1) If deception was involved in an examination and this fact emerges only after the certificate has been issued, the examinations committee can subsequently correct the grades affected and declare either the whole or part of the examination as failed.
- (2) If the requirements to be admitted to an examination were not fulfilled independently of any intended deception and if this fact emerges only after the certificate has been issued, this shortcoming is cancelled out by the fact that the examination has been passed.
- (3) Before any decision on the outcome is taken, the student must be given an opportunity to state his or her view of the case.
- (4) <sup>1</sup>The invalid certificate is to be recalled; where appropriate a new certificate is to be issued. <sup>2</sup>A decision based on parag.1 and parag.2, sentence 2 cannot be applied after a period of five years after the date on which the certificate was issued.

### **Art. 19**

#### **Right to See Examination Documents**

- (1) After completion of each examination procedure the students have the right to apply to look at their written examinations, the examiner's assessment of the examinations and the minutes taken at oral examinations.
- (2) <sup>1</sup>The student must submit the application to the chairperson of the examinations board within a month of receiving the results. <sup>2</sup>Anyone prevented from adhering to this period for reasons beyond their control can apply to have reinstatement of the previous state recognised in accordance with the currently valid version of art. 32 of the BayVwVfg (The Bavarian Law on Civil Servants and State Employees). <sup>3</sup>The chairperson of the examinations committee determines the time and place for the candidate to look at the documents.

### **Art. 20**

#### **Certificate, Diploma Supplement, Transcript of Records, Final Degree Certificate**

- (1) Students who have successfully completed a degree course receive a certificate, a transcript of records, a diploma supplement and a final degree certificate stating they have been awarded an academic degree, ideally within one month after completing the examination.
- (2) The certificate contains the modules and module grades, the title of and grade awarded for the final thesis, and, where appropriate, the grade of the final oral examination and the final grade awarded for the final Master's examination. <sup>2</sup>The

graduate can apply to have the duration of the degree program entered on the certificate. <sup>3</sup>The transcript of records itemises all the modules taken together with the final module grades and individual grades that constitute the final grade; the certificate and the transcript of records can be compiled in one degree certificate. <sup>4</sup>The transcript of records and the diploma supplement are issued in both English and German. <sup>5</sup>The examinations board determines the detail, specifically as regards content, contained in the diploma supplement. <sup>6</sup>Information that the examinations office has not yet received, including the relevant documentary evidence, must be submitted at the latest when the degree course has been completed; if this is not the case, it cannot be included in the documents listed in parag.1.

#### **Art. 21**

#### **Written Confirmation of Examinations failed at final attempt**

Provided he or she submits the necessary documentary evidence and his or her ex-matriculation paper, a candidate who has failed the Master's examination at the final attempt can apply to be given written confirmation indicating reasons why the candidate has failed the examination in a document listing the grades acquired in the individual modules and the examination requirements that have not been completed.

#### **Art. 22**

#### **Compensation for Physical Disabilities**

- (1) <sup>1</sup>Examination procedures must show due consideration for the type and severity of a disability. <sup>2</sup>Candidates who are able to prove by means of a doctor's certificate that on the grounds of a persistent or permanent physical disability they are not in a position to take the whole or part of the examination in the envisaged form are entitled to receive permission from the chairperson of the examinations committee to submit equivalent course or examination requirements in a different form.
- (2) Similar measures appropriate to their condition are to be granted to pregnant candidates provided the candidates submit an application to the chairperson of the examinations committee at least a month before the date of the examination together with a doctor's certificate stating that at the time of the examination they have already reached the 30<sup>th</sup> week of the pregnancy.
- (3) <sup>1</sup>Decisions based on parag.1 and 2 are only taken by the examinations board if a written application has been submitted. <sup>2</sup> As proof of the requirements specified in parag.1 the candidate can be required to submit an independent doctor's certificate.

#### **Art. 23**

#### **Re-sits, Repetition of Examinations**

- (1) <sup>1</sup> With the exception of the Master's thesis, each module examination that is failed can be re-taken twice. <sup>2</sup>The right to repeat is limited to a course or examination requirement that has been failed. <sup>3</sup>The re-sit must be taken at the latest six months after the first exam results have been published. <sup>4</sup>The period determining the repetition is not interrupted by ex-matriculation or leave of absence. <sup>5</sup>If the student fails to take the re-sit or to adhere to the period regulated, the examination is graded as failed at the final attempt unless the examinations committee permits the student a further attempt for reasons beyond his or her control. <sup>6</sup>Regulations pertaining to pregnancy leave and state-supported parental leave (art. 6, parag.2) apply.

- (2) <sup>1</sup>Voluntary repetition of an examination that has been passed in the same module is not permitted. <sup>2</sup>With the exception of differing regulations stated in the appendix, optional modules that have not been passed can be replaced by other modules offered; unsuccessful attempts at passing the previous, alternatively offered module are to be counted. <sup>3</sup>The same goes for modules which in conjunction with the examination deadlines in accordance with art. 6 have been attended and passed in addition to successfully taken modules. <sup>4</sup>If the candidates pass additional modules, they determine which of the module grades should be counted towards the overall grade. <sup>5</sup>The choice they make is to be passed on to the examinations office at least four weeks before the final certificates are issued. <sup>6</sup>This choice is binding. <sup>7</sup>If the candidates make no choice, the examinations office will enter the best grades achieved for the semester in question. <sup>8</sup>The grades that have not been taken into consideration are not calculated into the final grade but are noted in the transcript of records.
- (3) Unless otherwise stipulated in particular regulations laid down in the appendix, the students can choose the order in which they take the modules themselves.

#### **Art. 24**

##### **Qualification to participate in Master's Degree Course**

- (1) <sup>1</sup>A qualification selection procedure conducted by the admissions commission determines who can be accepted for the Master's degree course. <sup>2</sup>Prerequisites to qualify for a place on the Master's program are:
1. An appropriate first degree qualifying the holder to pursue a profession,
  2. Proof that, in accordance with appendix 1, the applicant is suited to the specific course leading to a Master's degree qualifying the holder further in vocational, professional and research respects,
  3. Proof of an appropriate command of English.
- (2) The qualification according to parag.1, sentence 2 No. 1 is fulfilled by submitting
1. proof of a degree in a subject that is primarily based on physical activity and/or health (e.g. Sport Science (Dipl. Magister, B.A.), Physiotherapy, Medicine, Health Sciences) from a German or foreign university or university of applied sciences,
- or
2. a degree in another subject (diploma, Magister or B.A. in Psychology, Educational Science, Sociology etc.) with a special focus on physical activity and/or health at a German or foreign university or university of applied sciences or a similar course,
  3. other degrees or qualifications considered as equivalent in accordance with the stipulations laid down by the Conference of Ministers for Education and Cultural Affairs in the fields mentioned above.
- <sup>2</sup>The qualification according to sentence 1 should have been graded at least with the grade "good" or a grade comparable to this.
- (3) <sup>1</sup> In accordance with parag.1, sentence 2 No. 2 the student must prove his or her suitability for the degree course in question by successfully participating in the qualification selection procedure as specified in appendix 1. <sup>2</sup>The qualification selection procedure must be accompanied by a written application detailing the applicant's personal goals in embarking on the degree program or stating which professional interests he or she has in the field of promoting activity and health.
- (4) In accordance with parag. 1 sentence 2 No. 3, in the case of students whose mother tongue is not English, the qualification must be demonstrated by submitting a generally recognised language test (e.g. TOEFL, or the English placement test at the

Language Centre of the University of Erlangen-Nürnberg) orientated according to level B2 of the Common European Framework of Reference (CEFR).

- (5) If the previous degrees are not fully equivalent, the admissions commission can grant conditional admission in which the conditions specified are to be fulfilled at the latest a year after admission to the Master's degree program has been granted.

#### **Art. 25**

#### **Registration for the Examinations**

- (1) <sup>1</sup>Students matriculated in a Master's degree program are entitled to register for the Master's final examination and the module examinations constituting the Master's final examination unless otherwise stated. <sup>2</sup>If the program contains elective modules that can be counted towards the Master's final examination, the students can only be registered for one module which they have chosen irrevocably by registering for the examination. <sup>3</sup>The registration is to be rejected if
1. prescribed requirements and credits in the particular part have not been finally or punctually fulfilled,
  2. the diploma or intermediate diploma examination in the degree course with similar content has been failed at the last attempt; the subject-specific examination regulations determine which degree courses count as content-related and comparable, or
  3. the candidate has been ex-matriculated and lost the right to participate in further examinations.
- (2) If the candidate is not entitled to register for the examinations in his or her degree course, a decision is to be taken without delay and to be passed on to the student in question giving the reasons for the decision and advising him or her on his or her legal rights in the matter.

#### **Art. 26**

#### **Master's Degree Final Examination**

- (1) The Master's degree final examination consists of the degree examinations which are taken in the form of continuous assessment and the module of the Master's thesis. <sup>2</sup>The Master's degree final examination is considered passed if all the continuous assessment module examinations and the Master's thesis module including the final oral examination module, where required, have been given pass grades.
- (2) <sup>1</sup>The subject-specific examination regulations specify the curriculum, type and length of the Master's examination including the vocational or professional activities. <sup>2</sup>Modules which have already constituted part of a bachelor examination can generally no longer be counted towards the Master's examination; the examinations committee can make exceptions to this rule.

#### **Art. 27**

#### **Master's Thesis**

- (1) The Master's degree course is completed with a Master's thesis which constitutes part of the examination. <sup>2</sup>The purpose of the Master's thesis is to demonstrate that the student is able, within a given time framework, to work independently on and by applying academic methods to a problem relevant to the subject being studied. <sup>3</sup>Substantial parts of the Master's thesis may not be similar to or identical with a

diploma, Bachelor, or Master's thesis or a dissertation the candidate has previously submitted. <sup>4</sup>25 ECTS points are awarded for the completed Master's thesis.

- (2) <sup>1</sup>The topic for a Master's thesis can be allotted to any student who has already acquired at least 50 ECTS points. <sup>2</sup>The supervisor or mentor is required to confirm the topic and the date on which it was allotted and to pass this information on to the examinations board. <sup>3</sup>If, despite serious effort, the student is unable to obtain a topic, the student can request the chairperson of the examinations committee to agree with a specialist in his or her subject to act as his or her supervisor or mentor and to provide a topic.
- (3) <sup>1</sup>The members of the academic staff in The School of Humanities and the School of Theology in the appropriate degree course are entitled to issue Master's thesis topics. <sup>2</sup>The examinations committee is entitled to permit and regulate exceptions.
- (4) <sup>1</sup>The period between selecting the topic and submitting the Master's thesis may not exceed 6 months; the topic must be sufficiently limited in scope so that the student can reasonably be expected to complete it in this period. <sup>2</sup>The examinations board can exceptionally extend this period by a maximum of three months where justifiable. <sup>3</sup>If the student produces evidence in the form of a doctor's certificate that he or she has been prevented for health reasons from working on the thesis, the period set is temporarily suspended.
- (5) <sup>1</sup>By agreement with the chairperson of the examinations committee and only for good reason, the thesis topic can be returned – once only – within the first third of the period available. Thereafter, if the topic is returned, the Master's thesis is counted as “failed” (5.0); it is said to have been rejected.
- (6) <sup>1</sup>The Master's thesis is to be written in English. <sup>2</sup>At the end of the thesis, a summary of the results and a brief curriculum vitae/ resumé of the author are to be included. <sup>3</sup>The title page must follow the model agreed on by the examinations board. <sup>4</sup>The Master's thesis must contain a declaration signed by the student stating that he or she is the sole author of the thesis and that no other sources or aids other than those stated in the thesis have been used. <sup>5</sup>Three copies of the Master's thesis as well as one version in digital form are to be submitted to the examinations office; the time and date on which it was submitted is to be written down. <sup>6</sup>If the Master's thesis is not handed in on time, it is to be graded as “failed” (5.0); it counts as rejected.
- (7) The Master's thesis is generally assessed by the supervisor; Art. 15, Parag.2 sentences 3 and 4 apply accordingly. <sup>2</sup>The chairperson of the examinations board is responsible for ensuring that the thesis is assessed within a month.
- (8) <sup>1</sup>The Master's thesis is accepted if it is graded with a minimum of “adequate/pass”. <sup>2</sup>It is rejected if it is graded as “failed”.
- (9) <sup>1</sup>If the Master's thesis is rejected or counted as rejected, it can be resubmitted once; a second chance to resubmit is not permitted. <sup>2</sup>The student is responsible for procuring a new topic to submit the second time within the semester following confirmation that the first attempt was rejected; otherwise the Master's thesis is considered to have been failed at the final attempt; parag.2, sentence 3 applies. <sup>3</sup>Parag. 1 to 8 apply for the second attempt at submitting a Master's thesis; the topic cannot be returned. <sup>4</sup>Provided the supervisor is in agreement, the chairperson of the examinations board can agree with the student that he or she is permitted to re-work and revise the Master's thesis and submit a revised version of it within six months of having the first one rejected; if the thesis is revised and re-worked, parags.1 to 8 apply.
- (10) Within the framework of double diploma agreements or joint degree courses, regulations can be made that differ from those laid down in parags.1 to 9.

**Art. 28**

**Date on which Regulations come into force, Interim Regulations**

<sup>1</sup>These examination regulations come into force on October 1<sup>st</sup>, 2007. <sup>2</sup>They apply to students who embark on degree courses as of the Winter Semester 2007/08.

## Appendices

### Appendix 1: Selection Procedure regulating Qualification to participate in Master's Degree Course

- (1) <sup>1</sup>The selection process to assess whether an applicant qualifies to take part in the Master's degree program takes place once a year, prior to the fall term. <sup>2</sup>In the interest of enabling students to continue to study without interruption, students who are about to complete their Bachelor degree can also participate in the selection process.
- (2) <sup>1</sup>An application to be admitted to the selection process is to be submitted to the Institute of Sport Science and Sport by April 30<sup>th</sup> at the latest. <sup>2</sup>The application must include
  1. the student's degree certificate (art. 24, parag.2) or a transcript of records accompanied by confirmation that the student has registered to take the Bachelor final examinations in the current examination period,
  2. a written application (1-2 pages) detailing the applicant's personal goals in embarking on the degree program or stating which professional interests he or she has in the field of promoting activity and health,
  3. proof of an appropriate command of English (art. 24, parag.4).<sup>3</sup>In the case of parag.1, sentence 2, all applicants or individual applicants can be given an extension in submitting the above.
- (3) Any applications which do not adhere to the deadlines or are incomplete result in the applicant being excluded from the selection process. The chairperson of the admissions commission decides if an applicant can be admitted.
- (4) <sup>1</sup>The selection process determining who fulfils the qualifications to pursue a Master's degree as stipulated in rt. 24 of the examination regulations is decided by considering
  1. a student's record and progress, in particular his or her grades, in the degree course(s) taken so far,
  2. his or her subject-related and methodological knowledge as far as possible,
  3. his or her motivation towards studying.<sup>2</sup>The aim of the process is to ascertain whether the applicant can fulfil the expectations underlying the Master's degree program and is in a position to do independent academic study.
- (5) <sup>1</sup>The qualification procedure consists of two phases. <sup>2</sup>In the initial pre-selection phase the documents submitted serve to assess whether
  1. the applicant can be admitted to the degree course without undergoing an interview,
  2. the applicant should be turned down on the basis of unsuitability as documented in the application, or
  3. either because the degree documents submitted are not considered equivalent, or because the documents fail to give sufficient evidence of the candidate's suitability or the nature of their previous degree, whether the decision is to be dependent on an interview. <sup>2</sup>The admissions commission can entrust one of its members with the pre-selection phase.
- (6) <sup>1</sup>In the pre-selection phase two assessors appointed by the admissions commission review the applications independently of each other and evaluate them on a scale of 0 to 15 points (0-15), whereby 0 the lowest and 15 the

highest grade is. <sup>2</sup>The assessment of each applicant is calculated by taking the average number of points allotted by each assessor. <sup>3</sup>If this results in figures after the decimal point, these are to be disregarded and are not rounded up or down. <sup>4</sup>A candidate who achieves at least 10 points is accepted to the program, a candidate who achieves less than 4 points is turned down for the program without being interviewed. <sup>5</sup>Applicants who are not accepted or not invited to an interview receive a letter of rejection. <sup>6</sup>Re-applications to take part in the selection procedure are permitted.

- (7) <sup>1</sup>In the second phase of the selection process applicants who have achieved between 4 and 9 points are invited to an interview with two of the academic staff appointed by the admissions commission; any costs resulting from the interview are to be borne by the applicants themselves. <sup>2</sup>Applicants are to be given at least a week's notice for the date of the interview. <sup>3</sup>The approx. 15 minute interview serves to ascertain that the applicant has the necessary skills to pursue a research-oriented Master's degree program with success. The interview can be conducted in person or by phone.
- (8) <sup>1</sup>The interview is to be evaluated as pass or fail. <sup>2</sup>If a pass grade is given in an interview, the admissions commission, on the advice of the interviewers, is to decide whether the place is to be offered conditionally in accordance with art. 24, parag.5.



## Appendix 2:

Table 1: Modules and Exams in Physical Activity and Health

Nr.	Title of Module	Classes/ Module	ECTS- Points	Semester	Exams
1	Introduction to Physical Activity & Public Health	3	7,5	1	Lecture 1: Final exam (90 min, graded)
2	Health Enhancing Exercise I	3	7,5	1	Seminar: Term paper or presentation (graded)
3	Rehabilitation Science	3	7,5	1	Lecture 1+2: Final exam (90 min, graded)
4	Basics in Methodology	3	7,5	1+2	Seminar 1: Field work and report (graded)
5	Communication and Cooperative Planning	3	7,5	1+2	Lecture: final exam (45 min., graded 50%) Seminar 1+2: Term paper or presentation (graded 50% each)
6	International Physical Activity & Health	2	5	2	Lecture: final exam (45 min, graded),
7	International Physical Activity & Public Health	2	5	2	Lecture: Final exam (90 min., graded)
8	Health Enhancing Exercise II	3	7,5	2+3	Seminar/Lecture 1: Term paper or presentation (graded)
9	Conceptualization, Implementation, Evaluation I	1	5	2	Term paper (graded)
10	International Internship	1	10	2+3	Not graded
11	Public Health Diagnostics	1	5	3	Term paper (graded)
12	Diagnostics / Assessment in Rehabilitation and Prevention	1	5	3	Term paper or presentation (graded)
13	Conceptualization, Implementation, Evaluation II	1	10	3+4	Project report (graded)
14	Master Thesis	1	30	3+4	Thesis (graded)

Issued in accordance with the agreement reached by the Senate of the University of Erlangen-Nürnberg of July 25<sup>th</sup>, 2007 and the authorization issued by the *Rektor* on September 14<sup>th</sup>, 2007.

Erlangen, September 27<sup>th</sup>, 2007

On behalf of

Prof. Dr. Hans-Peter Steinrück

*Vice-chancellor*

These statutes were laid down at the University of Erlangen-Nürnberg on September 27<sup>th</sup>, 2007; this act was posted on a notice-board at the University of Erlangen-Nürnberg on September 27<sup>th</sup>, 2007. The day of publication is September 27<sup>th</sup>, 2007.