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Examination Regulations of the University of Mannheim for the Master's Program Business Informatics (M.Sc.) of the School of Business Informatics and Mathematics and the Business School

as at 12 December 2017
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3rd amendment as at 16 July 2024
(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 08/2024 (Part II) of 25 July 2024 pp. 69 et seqq.)

4th amendment as at 27 March 2025
(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 04/2025 of 31 March 2025, pp. 16 et seqq.)

In the German language version of these Examination Regulations, this section deals with the subject of gender-neutral language. For the English language version, this is not relevant and therefore omitted. This also applies to the usage of academic degrees and academic titles.

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I. General Provisions

Section 1 – Purpose of the Program of Study

[1]The master's examination marks the proper completion of the master's program "Business Informatics" (M.Sc.) at the School of Business Informatics and Mathematics and the Business School (master's program "Business Informatics"). [2]The completion of the master's examination constitutes the second professional qualification (consecutive degree). [3]The master's examination serves to prove whether a student has gained substantial and comprehensive knowledge in the field of business informatics. [4]In addition, it serves to demonstrate whether the student has the ability to apply scientific methods and findings adequately in order to ensure a successful transition into research or the labor market.

Section 2 – Graduation

[1]Based on the completion of the master's examination, the School of Business Informatics and Mathematics of the University of Mannheim awards the academic degree "Master of Science" (M.Sc.). [2]In accordance with section 34, the academic degree is only to be used after having received the diploma.

Section 3 – Required Coursework and Examinations, Structure, and Language of Instruction and Examination

(1) [1]Coursework and examinations within the master's program total at least 120 ECTS credits and are obtained in line with the structure of each subject area:

1. Fundamentals Computer Science (18 ECTS credits),
2. Fundamentals Business Administration (at least 18 ECTS credits)
3. Specialization Courses (at least 36 ECTS credits),
4. Projects and Seminars (14 to 18 ECTS credits) and
5. Master's Thesis (30 ECTS credits).

[2]The detailed rules and regulations on the required ECTS credits for each subject area are specified in sections 25 to 30 in conjunction with the annex. [3]One ECTS credit corresponds to a workload of 30 hours.

(2) [1]The master's program has a modular structure. [2]A course usually includes technical, topical and coherent units of instruction (modules); exceptions are the module Seminar in the area Projects and Seminars. The modules Team Project and Master's Thesis do not include a course. [3]The individual modules are organized by superordinate units (subject areas). [4]The content of the subject areas are specified in the annex and the further content is specified in the in the current version of the University of Mannheim's module catalog for the master's program Business Informatics (M.Sc.); the module catalog is approved by the joint committee on student affairs and teaching of the School of Business Informatics and Mathematics and the Business School. [5]If the examination regulations or the module catalog refer to other examination regulations or module catalogs, the rules and regulations of said examination regulations and module catalogs apply in line with the rules and regulations of these examination regulations.

(3) [1]The majority of the modules are taught in English; they may also be taught in German. [2]The language of instruction of a module is stated in the current version of the module catalog. [3]In case there is a choice between the languages, the examiner responsible will decide in which language the module will be held during that particular semester. [4] The decision according to sentence 3 is announced by the examiner using appropriate means in due time before the examination, usually at the beginning of the lecture period for the respective semester. The examiner is also to communicate this decision to Student Services. [5]If a module is designated as an English-taught module by the module catalog or the examiner, the course which belongs to it are held in English. All of the coursework and examinations (required preliminary coursework and examinations) for these courses are to be completed in English. [6]Regarding the language of the master's thesis, the regulations of sentences 1 to 5 apply with the condition that the examiner and the student decide on the language at the time the topic for the master's thesis is given to the student at the latest.

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Section 4 – Standard Period of Study, Maximum Period of Study

(1) The period of study for the master's program, during which all coursework and examinations required to pass the master's examination are to be completed, is four semesters (standard period of study).

(2) [1]All coursework and examinations that must be completed as a part of the master's examination must be completed within a given time (maximum period of study). [2]The maximum period of study ends three semesters after the standard period of study at the end of the seventh semester, unless the student is not responsible for having exceeded this time. [3]The student will be notified by the examination committee if they have exceeded the deadline; eligibility to take exams is lost in accordance with section 32 subsection 5(3) alternative 2 LHG.

(3) [1]At the beginning of their studies, students are recommended to seek academic advice for orientation purposes. [2]This serves to help them to draw up their individual degree plans. [3]If a candidate does not pass the master's examination until the end of his or her sixth semester of the program, the candidate is recommended to seek academic advice. [4]The examination committee is in charge of the academic advising. [5]It may pass on the task to qualified staff members.

(4) The student is responsible for meeting the deadlines listed in these Examination Regulations.

II. Organization and Administration of Examinations, Recognition of Coursework and Examinations

Section 5 – Examination Committee

(1) [1]An examination committee is formed for the "Buisness Informatics" (M.Sc.) program of the University of Mannheim. [2]It is composed of three university teachers or senior academic staff members (Privatdozenten) of the School of Business Informatics and Mathematics or of the Area Information Systems at the Business School, who are eligible to vote, and a student member exercising an advisory function. [3]The members of the examination committee are appointed by the school council of the School of Business Informatics and Mathematics.

(2) [1]The term of office for members who are eligible to vote is three years. The student member's term of office is one year. [2]All members can be reappointed. [3]The committee members' term of office starts on 1 August of each year. [4]If a member of the examination committee retires from their position before the end of the term of office, a successor is appointed for the remaining term of office.

(3) [1]The school council of the School of Business Informatics and Mathematics elects a member of the examination committee to be the chair and another member to be vice chair for the duration of their term of office. The chair manages the examination committee.

(4) [1]The examination committee has a quorum if the chair or the deputy chair and at least another member are present. [2]Decisions require a simple majority of votes of the present members. [3]In the event of a tie, the vote of the chair decides the matter.

(5) [1]The members of the examination committee are obliged to exercise discretion. [2]If they are not employed in the public service, they must be obliged to exercise discretion by the chair of the examination committee in writing. [3]This obligation applies to all examination-related facts and matters

1. that the members were informed about in a non-public meeting and/or that happened to be discussed,
2. that are to be kept secret by law,
3. that were ordered or decided to be kept secret for the public good or in order to protect the legitimate interests of an individual,
4. that are to be kept secret by their nature.

[4]The obligation to exercise discretion continues after the term of office ends and includes discussion-related documents.

Section 6 – Competences of the Examination Committee

(1) [1]The examination committee makes all decisions in accordance with these examination regulations if no other entity is responsible. [2]The examination committee enforces the examination regulations. [3]It regularly

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reports on the developments of the study and examination periods as well as on the development of the exam results. [4]The report must be published in an appropriate manner by the university. [5]By way of a resolution, the committee can entrust the chair with certain tasks that the committee is normally in charge of:

1. Appointment of examiners and observers,
2. Decisions on the recognition of coursework and examinations,
3. Decisions on the approval of reasons for de-registration or absence,
4. Decisions on disadvantage compensations,
5. Decisions on the extension of deadlines,
6. Decisions on breaches of procedure,
7. Declaring the failure of the final examination attempt,
8. Declaring the exceeding of an examination deadline,
9. Assigning students to a Team Project,
10. Informing the Student Services of the topic, the duration of the preparation period and the group members of the Team Project;
11. Assigning students to a course in the module Scientific Research.
12. Decision on the replacement of the form of examination by another form of examination requiring equal competencies.

[6]The resolution can be revoked at any time.

(2) In order to support the examination committee, an office can be established whose staff is mainly in charge of proceedings on behalf of the chair or their deputy.

Section 7 – Examiners and Observers

(1) [1]Only university teachers, auxiliary professors (außerplanmäßige Professoren), honorary professors and senior academic staff members (Privatdozenten) as well as those academic members of staff who have been appointed by the President's Office in accordance with section 52 subsection 1 sentences 5 and 6 LHG are authorized to administer coursework and examinations. [2]An individual can only act as an observer if they have at least completed a master's degree or an equivalent degree at a higher education institution successfully or are certified by the state in the field of the examination.

(2) [1]Usually, the responsible teacher of each course is appointed as examiner. Section 15 subsection 4(1) as well as section 16 subsection 2(2, 5) remain unaffected. [2]The examination committee can decide on exceptions.

(3) Every examiner may make use of one or several assistants for the correction of examinations; the examiner ensures competent evaluation.

(4) Examiners, observers, and assistants for the correction of examinations are obliged to exercise discretion in accordance with section 5 subsection 5.

Section 8 – Competences of the Student Services

(1) The Student Services are in charge of the administration of the examinations.

(2) In particular, the Student Services

1. determine and announce registration deadlines, examination dates and rooms,
2. announce the names of the examiners and notify them about the examination,
3. receive exam registrations of the students for the (resit) examinations, unless the registration is completed with the examiner in line with these examination regulations,
4. enter the admissions and rejections for examinations into the system,
5. carry out compulsory registration,
6. maintain student examination records,
7. enforce the deadlines specified in these examination regulations,
8. are in charge of the technical administration of all examinations and the coordination of supervision for written examinations,
9. inform students about their examination results,

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10. issue and hand out official documents, degree certificates and confirmations on coursework and examinations along with attachments.

Section 9 – Recognition of Coursework and Examinations

(1) Coursework and examinations as well as periods of study obtained in degree courses at official or officially recognized higher education institutions in Germany or abroad as well as at public universities of cooperative education ("Berufsakademien") of the Federal Republic of Germany are recognized, provided there is no significant difference between the competences obtained and the coursework or examinations. [2]Competences that students acquired in the respective bachelor's program that was required to be eligible for the master's program Business Informatics are not recognized.

(2) [1]For the recognition of coursework, examinations and semesters completed abroad, agreements between the Federal Republic of Germany and other countries need to be taken into account, such as agreements on equivalencies in higher education (equivalency agreements) and agreements within the framework of university partnerships and double degree programs (cooperation agreements). [2]Furthermore, in cases of doubt regarding the equivalency of qualifications, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen - ZAB) can be consulted.

(3) [1]Skills and qualifications obtained outside of the higher education sector are to be recognized if

1. the requirements for admission to a higher education institution are fulfilled at the time of recognition,
2. the skills and qualifications to be recognized are equivalent to the coursework and examinations to be substituted in terms of content and level, and
3. the criteria for recognition were examined as part of an accreditation.

[2]For recognition, the applicants have to prove that the competences they acquired outside of the higher education sector are comparable to the coursework and examinations to be substituted in terms of content and level. [3]For the decision on the recognition, the form of instruction is to be considered as well. [4]Skills and qualifications obtained outside of the higher education sector may substitute 50 percent of the master's program at most. [5]The regulations for the recognition of coursework and examinations at public universities of cooperative education (Berufsakademien) in Germany remain unaffected.

(4) [1]The examination committee decides on the recognition upon written request. [2]It is the student's responsibility to provide the examination committee with the necessary documents for the recognition of coursework and examinations.

(5) [1]If coursework and examinations are recognized and the grading systems are similar, the grades must be transferred according to these Examination Regulations and considered for calculation of the final grade. [2]In order to guarantee a consistent procedure, the examination committee can pass general regulations for the conversion of grades obtained abroad within the limits of the legal provisions. [3]If conversion is impossible because the grading systems differ or the coursework was not graded, the work is simply marked "passed" ("bestanden"). [4]In this case, the coursework or examination will not be included in the final grade. [5]The recognition is indicated in the degree certificate and in the Transcript of Records.

(6) In case the student takes part in an examination at the University of Mannheim even though they already obtained the respective qualification elsewhere, they automatically waive the right to have the previous qualification recognized.

III. Examination Process

Part 1: Coursework and Examinations

Section 10 – General Provisions; Examinations and Admission Requirements

(1) The examinations that are to be completed as a part of the master's examination, excluding the examinations Team Project and Master's Thesis, are assigned to the individual courses within the modules.

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(2) [1]An examination as defined in these Examination Regulations usually involves completing one or several individual tasks. [2]Group examinations are permitted unless they are incompatible with the actual form of the examination. [3]The final topic of a group examination and the assignment of respective tasks to the students is to be determined by the examiner. [4]In case of group examinations, the individual contribution of each student to the examination must be evaluated; it must be ensured that within the joint preparation of a topic the individual contribution of each group member can clearly be separated and evaluated individually.

(3) [1]The examinations of the mandatory and mandatory elective modules (mandatory and mandatory elective examinations) are specified in the examination regulations. [2]If there are alternative examinations listed in the examination regulations, the responsible examiner decides on the type of examination for the respective semester. [3] The decision according to sentence 2 is announced by the examiner using appropriate means in due time before the examination, usually at the beginning of the lecture period for the respective semester. The examiner is also to communicate this decision to Student Services.

(4) [1]The composition, type, form, scope and duration of the examinations belonging to the elective modules (elective examinations) are specified in the examination regulations in conjunction with the module catalog. [2]If there are alternative examinations listed in the module catalog, the responsible examiner decides on the type of examination for the respective semester. [3] The decision according to sentence 2 is announced by the examiner using appropriate means in due time before the examination, usually at the beginning of the lecture period for the respective semester. The examiner is also to communicate this decision to Student Services.

(5) The module catalog may include requirements to be fulfilled (required preliminary coursework) as well as further requirements in order to be admitted to an examination held by the School of Business Informatics and Mathematics. [2]If, in the Examination Regulations, reference is made to the examination regulations or the module catalog of a program at a different school at the University of Mannheim, requirements to be fulfilled in order to be admitted to this examination are determined in the respective examination regulations and the module catalog of the respective program.

(6) [1]Written examinations serve to prove the student's ability to solve a problem by independently applying the common methods of the field in a limited period of time and with a limited amount of authorized materials. [2]The examiner determines the authorized materials and informs the students about it using appropriate means in due time before the examination.

Section 11 – Registration and Admission to Examinations; Examination Dates

(1) [1]Students need to register for all examinations. [2]It is the students' responsibility to register for an examination. [3]If a student fails an examination in the first attempt or this attempt or the resit examination are deemed not taken, they will automatically be registered for the following regular examination date or have to register on their own responsibility, depending on the composition of the examination. [4]Students are not automatically registered for exams taking place in the next semester.

(2) [1]The student is only admitted to an examination if they

1. are enrolled in the master's program Business Informatics,
2. meet the requirements for the examination in question, having successfully completed any preliminary coursework, and
3. has not lost the eligibility to take exams in the very same program or in a program in a similar field of study, in accordance with the Selection Statutes for the Master's Program "Business Informatics" in the respective valid version.

[2]Additionally, the regulations stated in section 15 subsection 6(2) and subsection 7(4, 5) apply for admission to the Team Project and the regulations stated in section 16 subsection 3(2, 5) apply for admission to the master's thesis. In the area Projects and Seminars, the regulations stated in section 29 subsection 2(7) apply for admission to the examination in the module Seminar and the regulations stated in subsection 5(2) apply for admission to the examination in the module Scientific Research.

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(3) [1]Excluding the Team Project, the master's thesis and the examination in the area Projects and Seminars, students need to register at the Student Services within the registration periods set by the Student Services before the examination. [2]The Student Services can extend the registration period (late registration).

(3a) [1]After the registration period, a registration can only be withdrawn during the withdrawal period determined by Student Services (withdrawal). [2]Once the withdrawal period has ended, the registration for an examination attempt is binding. [3]Sentences 1 and 2 also apply to examinations for which students were automatically registered; they do not apply for registrations for the Team Project, the Master's Thesis and for the module Seminar in the area Projects and Seminars. [4]If an examination is comprised of several components of coursework or examinations, the registration cannot be withdrawn if the student has already accepted a task of the first coursework or examination component from the examiner (participation).

(4) [1]If the examination takes place before the start of the registration period and the students are therefore unable to register at the Student Services before the examination, the students are registered bindingly as soon as they accept the task of the examination from the examiner (participation in the examination). [2]In this case, students are admitted to the respective examination by the examiner as soon as they are given the task; it is the students' responsibility to provide the examiner with the information that is required for their admission.

(5) [1]For registration for the Team Project only the regulations of section 15 subsection 6 (1) and subsection 7 (4) apply, for registration for the master's thesis only the regulations of section 16 subsection 3 (1-3) apply and for registration for the examination in the area Projects and Seminars the regulations of section 29 subsection 2 (4-6) apply, regardless of the specific composition of the examination in the respective semester. [2]In the module Scientific Research in the area Projects and Seminars, students register for each attempt at the examination by registering for the corresponding course with the examination committee. Once the student has been assigned to a course, the registration for the corresponding examination is binding and the student is admitted to the examination.

(6) If an examination involves completing a task, the following requirements apply to the registration by the student:

1. For a supervised written exam, a supervised digital exam (on campus) or an unsupervised digital take home exam with a preparation period in minutes:

   a. [1]The regular examination dates for supervised, written examinations are to be scheduled at the start of the semester break. The alternate examination dates are to take place be before the following lecture period begins, or at the latest during the first week. [2]There must be at least three weeks time between announcing the results from the regular examination date and the alternate examination date. [3]The alternate examination date counts for the semester in which the regular date took place. [4]Examination dates for the examination in the module Scientific Research in the area Projects and Seminars may differ from this regulation.

   b. Students can decide on their own whether they register for the regular or alternate examination dates in the area Fundamentals Computer Science and in the area Specialization Courses with module abbreviations CS, DS or IE.

   c. In the areas Fundamentals Business Administration, Specialization Courses with IS abbreviations and Projects and Seminars students can only register for the regular examination date of a semester. [2]If an examination is divided into two parts for the regular examination date, the first part is to be taken during the course of the semester while the second part is to be taken on the date of the regular examination date as defined in letter a sentence 1; for the alternate examination date both parts are to be taken together.

   d. [1]If an attempt was failed or deemed not taken at the regular examination date, students are automatically registered for the second (alternate) examination date of the respective semester,

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provided they are eligible for a further examination attempts. [2]However, the students will not be automatically registered for the examination in the module Scientific Research in the area Projects and Seminars; the students are responsible for registering themselves again for the next possible examination date.

2. In the case of an oral examination or similar form of examination:

   a. [1]The regular examination dates for oral examinations and similar forms of examinations are to be scheduled at the start of the semester break. The alternate examination dates are to take place before the following lecture period begins or at the latest during the first weeks. [2]There must be at least three weeks time between announcing the results from the regular examination date and the alternate examination date. [3]The alternate examination date counts for the semester in which the regular date took place.

   b. Students can only register for an examination for the regular examination date.

   c. If an examination attempt was failed or deemed not taken, students are responsible to register themselves for another examination date, provided they are eligible for further examination attempts.

3. In the case of a term paper or similar form of examination:

   a. [1]Students can register for the regular examination date only. [2]The registration is to be completed with the examiner, subsection 3 does not apply, subsection 4 applies accordingly.

   b. The topic of a term paper is to be handed out at the start of the semester break at the latest.

   c. If an examination attempt was failed or deemed not taken, students must register themselves for a next examination date of the following semester.

(7)[1]If an examination is made up of several pieces of coursework, the registration according to subsections 3 and 4 is to be completed before the first part of the examination. [2]Additionally, students need to bear in mind:

1. [1]If the examination consists of several components that must be completed during the semester as well as of a written exam, the written exam must be taken on the regular examination date according to section 6 number 1 letter a sentence 1; all other components are to be completed during the semester (examination date of a semester). [2]Students can register themselves only for the examination date of a semester. [3]If the examination at this examination date is failed or deemed not taken and the student is eligible for a further examination attempt, they are responsible to register themselves for another examination that is offered as part of the respective course. [4]In derogation from sentence 3, in case examinations are given by the Business School, students are automatically registered for the alternate examination date of the same semester as part of a mandatory registration. [5]If the latter is the case, the next possible examination date is within the same semester.

2. [1]If an examination only consists of components that must be completed during the semester, these must be completed during the semester (examination date of a semester). [2]Students can register themselves only for the examination date of a semester. [3]If a student fails a first attempt at an examination or the attempt has been deemed not taken and the student has another attempt, they need to retake the examination at the next possible occasion during the course. [4]The student is to register for this next examination date, unless the examination is held by the Business School. [5]If the latter is the case and the student has another attempt, they are registered automatically.

Section 12 – Type and Form of Coursework and Examinations

(1) Examinations and coursework are:

1. Examinations as defined in these Examination Regulations are individual tasks that are graded by the examiner with a grade in line with section 17 subsection 2.

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2. Coursework as defined in these Examination Regulations is an individual task that is graded by the examiner as either "passed" or "failed".

(2) [1]The types and forms of coursework and examinations are usually:

1. written tasks in the form of written examinations, unsupervised digital take home exams (off campus), term papers, project reports, master's thesis;
2. oral tasks in the form of presentations, participation, oral examinations;
3. digital coursework and examinations in the form of programming exams, programming projects; moreover, in the form of supervised digital examinations (on campus) and unsupervised digital take home exams (off campus), as far as exam problems are being displayed on a computer screen and the respective answers are being typed directly at the computer.

[2]Compulsory attendance may also be defined as coursework if the nature of the respective course requires a certain level of participation and communication for which a minimum number of participants need to be present.

(3) The coursework or examination designated in the annex can be substituted by a different kind of coursework or examination or can be adapted in terms of its scope provided that both kinds of coursework or examinations are appropriate to assess the respective competencies and considering the organizational requirements there are no essential differences in the form of the coursework or examinations. In particular, competencies are equal between written and supervised digital examinations (on campus), between written and unsupervised digital take home exams (off campus), and between oral examinations and digitally supported oral examinations. In compliance with data protection regulations, the decision on changing the form of the examination or adapting the scope lies with the examiner and the responsible examination committee. Students are informed of these decisions by the beginning of the lecture period of the respective semester at the latest. The decision is to be made coherently for all examination dates of an examination of the respective semester.

Section 13 – Oral Examinations

(1) Oral examinations are to last at least 15 and no more than 45 minutes.

(2) [1]Oral examinations are conducted by an examiner as an individual assessment in the presence of an observer. [2]Observers have an advisory role in the oral examination.

(3) [1]For oral examinations, the responsible examiner is to bring in an individual familiar with the field of study as secretary to take the minutes. [2]The secretary can act as an observer at the same time.

(4) [1]Minutes from the examination (Ergebnisprotokoll) are to be taken during the main course of the oral examination. [2]The result from this examination, which is to be communicated to the student shortly after its completion, is to be recorded in the minutes. [3]The minutes are to be signed by the examiner, the secretary and the observer, and to be put on file.

(5) Oral examinations can be conducted with digital support; oral examinations are considered to be conducted with digital support if not all examiners and examinees attend the examination in person, but via electronic means of communication. In compliance with data protection regulations, the decision according to sentence 1 lies with the examiner or the examination committee of the respective oral examination. Students will be informed of this decision by the beginning of the examination registration period preceding the examination date at the latest. The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 14 – Written Examinations

(1) Written examinations must last at least 20 and no more than 180 minutes.

(2) [1]As a rule, written examinations must not be conducted in the form of multiple-choice examinations. [2]In justified cases, written examinations may be conducted completely or in part as multiple-choice examinations. [3]In case an examination is conducted as multiple-choice throughout, the tasks must allow for reliable

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examination results. [4]When designing the examination, the examiner must determine which answers are accepted as correct and how the scoring system works. [5]If, during the assessment of the examination, it turns out that single exercises do not lead to reliable results, they must not be considered for the calculation of the examination's result. [6]The minimum passing score is to be adjusted accordingly; lowering the passing score must not have negative implications for the students. [7]The examination is passed if a student achieves at least the minimum passing score determined before the exam. If a student does not achieve the minimum passing score, they might still pass the exam provided their performance was good enough to be among the set minimum rate of students that will pass the exam regardless of the results (pass rate; pass rate + failure rate = 100%). [8]If the examination is only partly multiple-choice, the regulations of this section apply to that part respectively.

(3) Each written examination is to be recorded in the minutes by the examination supervisor. The minutes have to be signed and filed unless the type of examination is not suitable for minutes.

(4) [1]When evaluating an academic paper, such as a term paper or similar pieces of work for academic performance, the examiner is to ascertain the quality of the research. [2]Section 16 subsection 7 applies accordingly.

(5) [1]When grading term papers or an equivalent, the examination committee and the examiners are authorized to use software to detect plagiarism. [2]For the grading of their work, students must submit a digital data file and a hard copy of their work to the examiners. In accordance with section 3 subsection 6 of the Data Protection Act of the Land of Baden-Württemberg, the work must be anonymized before using the plagiarism software. [4]When submitting coursework as defined in sentence 1, the student must submit the following signed declaration:
"[5]I hereby declare that the paper presented is my own work and that I have not called upon the help of a third party. [6]In addition, I declare that neither I nor anybody else has submitted this paper or parts of it to obtain credits elsewhere before. [7]I have clearly marked and acknowledged all quotations or references that have been taken from the works of others. [8]All secondary literature and other sources are marked and listed in the bibliography. [9]The same applies to all charts, diagrams and illustrations, as well as to all Internet resources. [10]Moreover, I consent to my paper being electronically stored and sent anonymously in order to be checked for plagiarism. [11]I am aware that if this declaration is not made, the paper may not be graded."

(6) In digital take home exams - unsupervised (off campus), students demonstrate that they can complete a task or solve a problem independently within limited time , either with or without authorized resources. These examinations can be provided in hard copy or digitally; the completed examination prepared by the students in electronic or handwritten form must be submitted digitally in a way specified by the university and in a file format approved by the university; section 14a subsection 2 remains unaffected. For unsupervised digital take home exams (off campus), a reasonable amount of time for downloading the examination and uploading the completed examination is provided in addition to the actual working time that is set in minutes; students are not allowed to work on the examination during this time; it is the responsibility of the students to start the download and upload in a timely manner to ensure that it can be completed within the allocated time frame. If students do not submit examinations within the allocated upload period in accordance with the requirements, this is considered failure to attend the examination (no-show); in this case, the examination is graded with "failed" (5.0 or "nicht bestanden"), unless the student is not responsible for exceeding the upload period. The examination committee is responsible for determining whether the upload period has been exceeded. A handwritten signature is not required for unsupervised digital take home exams (off campus); instead, students must submit a declaration stating that they have completed the examination on their own and have only used the authorized resources. In all other aspects, the regulations on written examinations apply accordingly for unsupervised digital take home exams (off campus), for which a working time is set in minutes. The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 14a – Digital coursework and examinations

(1) In digital examinations, students demonstrate that they can complete a task or solve a problem independently within a limited time in an examination environment set up by the university, either with or without authorized resources.

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(2) Unsupervised digital take home exams (off campus) and supervised digital examinations (on campus) are digital examinations if the examination questions of the relevant examination are displayed on a computer screen and the answers are entered immediately on this computer. If a relevant examination is not exclusively but partially conducted this way, sentence 1 applies to this part accordingly.

(3) Digital examinations can only be conducted partly or in full in the form of multiple choice examinations, if the tasks are given and assessed by the same person.

(4) The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 14b – Obligation to Cooperate During Digitally Supported Examinations

(1) Digitally supported examination formats within the meaning of this regulation are unsupervised digital take home exams (off campus), supervised digital examination (on campus), digital oral examinations, as well as all examinations in which the work is performed directly on a computer or the submission of the completed examination is done electronically.

(2) In the case of digitally supported examination formats where the university does not provide supervision at the student's respective location, students must cooperate in ensuring examination security; it is particularly important to guarantee the means of verification that are intended to ensure independent performance in the examinations. Students are to remain in a quiet room throughout the entire examination, including the download and upload period. Any form of contact with other persons during this time is to be prevented; examiners are not considered other persons within the meaning of this regulation; the same applies to technical support staff of the university if they are responsible for the technical support of the respective examination and the contact solely serves to resolve a technical issue.

(3) If the university does not provide technical equipment for the respective examination, students themselves are responsible to ensure that their technical equipment works properly; they are responsible for must making sure that their technical equipment is suitable for the intended purpose in due time before the exam. Section 32b LHG remains unaffected. If the cause for a technical error cannot be clearly determined, students who claim such a technical error can be imposed with the condition to take examinations exclusively on campus and with equipment provided by the university for additional examination attempts and other examinations

(4) The university is required to provide students with the opportunity to test the environment for examinations with video supervision in accordance with section 32a LHG with regard to its (technical) equipment and facilities. Students are obliged to make use of this opportunity in due time before the examination.

(5) If digital examinations are conducted on campus and under the supervision of the university, the examiner decides whether students must bring their own device to take the examination or whether a device provided by the university is to be used. If students are permitted to use their own device for examinations within the meaning of sentence 1 and it is necessary to avoid cheating and attempts to cheat, students are required to install a browser specified by the university on their devices, which is to be started in due time before the examination and used throughout the entire examination. If the devices are provided by the university, the prescribed browser is installed by the university; in all other respects, sentence 2 applies accordingly. If students close the prescribed browser during the examination period, the examination is deemed to have been completed without the submission of any work. In cases of hardship, in particular in the event of a sudden defect of their device, students may use a device provided by the university to take the digital examinations referred to in sentence 1. Students who have to use a device provided by the university, must contact the examination coordination of the university in due time before the examination.

Section 15 – Examination in the Module Team Project

(1) [1]The Team Project is a mandatory module in the area Projects and Seminars with an examination of the same title. [2]By passing the examination in the module Team Project, the student must prove their ability to contribute to a significant major research project as a member of a group. [3]This contribution includes a written work on the research question or development task as well as a presentation of (preliminary) findings.

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(2)[1]The examination Team Project consists of a written examination in form of written work and an oral examination in form of a presentation based on the first part of the examination. [2]The date of the examination will be set by the examiner in consultation with the group. [3]The paper as well as the presentation are group work. The group size must not exceed twelve members. [4]The individual contribution of each member of a Team Project to the examination must be evaluated; it must be ensured that within the joint assignment of a topic the individual contribution of each group member can clearly be separated and evaluated individually.

(3) [1]The Team Projects available each semester are defined by the examiners offering the Team Project and announced using appropriate means in due time before the examination, usually at the beginning of the lecture period of the respective semester. [2]The examiner is to determine the topic, the minimum and maximum number of participants as well as the duration of the Team Project. [3]It is the examiner's responsibility to make sure the topic and scope of the Team Project allow for the Team Project to be completed within the set period of time.

(4)[1]The university teacher who assigned the topic of the Team Project to the participants will be the examiner. [2]The examiner may assign further persons as supervisors. [3]The supervisor advises students on any questions to do with the production of the written work, the individual performance and the student's self-reliance for the examination must be maintained.

(5) [1]The preparation period of a Team Project amounts to six of 12 months while the workload remains the same; the workload is spread out according to the preparation period. [2]The preparation period for the examination begins on the day students are assigned to a Team Project by the examination committee. [3]Two hard copies and one digital copy of the written report must be submitted and the presentation must be held no later than by the end of the preparation period. [4]If one of the tasks of the examination is not completed in due time, it will be graded "failed" (5.0, "nicht bestanden") for the respective student.

(6) [1]The student is responsible for registering with the examination committee in due time for each attempt at the examination Team Project. This also applies if an attempt has been deemed not taken. [2]Once the student has been assigned to a Team Project by the chair of the examination committee, the student is admitted to the examination. [3]Students are to be granted the chance to put forward suggestions for assignments. [4]However, no legal right arises to be assigned to the suggested Team Project.

(7) [1]Each student may return the topic of the Team Project once during their master's program. [2]For six-month Team Projects the return period is within the first three weeks, while for twelve-month Team Projects the return period ends after the first six weeks after having received the topic for the Team Project. [3]If the topic is returned in time, the attempt is deemed not taken. [4]In these cases, the student may begin a new attempt within the same semester (swap) if they register for the new Team Project within the return period, the minimum number of participants but not the maximum number of participants for the new Team Project has been reached by the time of registration and there are no academic reasons to decline admission to the new Team Project, especially the work progress of the current group. [5]If multiple students register for the same new Team Project in due time, their registrations are considered in chronological order by the date of receipt. [6]If a student is admitted to a new Team Project in the same semester, the same duration of the preparation period applies to the student as applies to the group members assigned to the Team Project according to subsection 6; the preparation period cannot be extended due to a swap.

(8) The tasks to be completed by individual students for the paper of the Team Project must be assigned in agreement with the examiner.

(9) [1]If the attempt for the examination Team Project is deemed not taken for one or more members of a group, the examiner is to ensure that the remaining group members are still able to continue their examination. [2]In particular, the scope of the project may be adapted to the smaller group size. [3]Sentences 1 and 2 also apply if the minimum group size requirement is no longer fulfilled as a consequence.

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If the examinations are completed successfully, the examiner grades each examination for each group member with a grade according to section 17 subsection 2. [2]When evaluating the written academic performance, the examiner is to ascertain the quality of the research. [3]If data and implementations are to be submitted, the student must provide them to the examiners in adequate form when submitting the written tasks; the examiner informs the student of this requirement at the time of giving out the topics at the latest. [4]The group members are responsible for providing the required information outlined in sentence 2.

(11) [1]The examiner determines the grade for each participant after the end of the preparation period. [2]This must be done based on the individual grades of the written work and the presentation. [3]The examiner announces the weighting of the individual examination components for the calculation of the examination grade with the decisions of subsection 3.

(12) The examination committee informs the Student Services of the topic and the duration of the preparation period of the Team Project as well as the group members remaining after the end of the return period as defined in section 7 subsection 2.

Section 16 – Examination in the Module Master's Thesis

(1) [1]By writing the master's thesis, the student is to prove that they have acquired the skills and proficiency to work independently on a problem of their field of study employing the scientific methods available within a limited period of time. [2]Group work is not permitted.

(2) [1]The master's thesis will be evaluated by two examiners. [2]The university teacher who assigned the topic of the master's thesis to the student must be the examiner. [3]The first examiner must simultaneously be the supervisor. [4]The examiner may assign further persons as supervisors. [5]The second examiner is appointed by the examination committee based on the recommendation of the supervisor. [6]The supervisor advises the student on any questions to do with the production of the master's thesis; the individual performance and the students' self-reliance for the thesis must be maintained.

(3) [1]The student is responsible for registering each attempt at the master's thesis on time with the main examiner. This also applies if an attempt has been deemed not taken. [2]Once the topic has been issued, registration is binding and the student is admitted to write their thesis. [3]Late registration or de-registration after being admitted is not possible. [3]As a requirement for admission to the master's thesis, the student must obtain at least 60 ECTS credits. [4]The student is responsible for providing the main examiner with the information required for admission; in particular, a Transcript of Records is to be submitted. [5]The main examiner ensures that this requirement has been fulfilled before allocating the topic to the student.

(4) [1]The main examiner determines and allocates the topic to the student. [2]The student is to be granted the chance to put forward suggestions for a topic. [3]However, no legal right arises to be assigned the suggested topic. [4]The topic for the master's thesis must be set by the main examiner in such a way that allows it to be completed within the preparation period.

(5) [1]The time to complete the master's thesis totals six months. [2]The preparation period begins once the topic of the master's thesis has been allocated to the student. [3]In case of valid reasons and upon written request from a student, which is submitted in due time, the examination committee is to grant individual extensions based on case by case decisions. An extension due to professional reasons is only to be granted with the consent of the examiner. [4]A request in accordance with sentence 3 is to be made to the examination committee immediately once the student is aware of the circumstances justifying an extension and is only possible within the preparation period. [5]Should the request not be made in due time within the meaning of sentence 4, the circumstances justifying an extension are considered irrelevant for the examination attempt concerned. [6]Sections 23 and 24 remain unaffected.

(6) [1]The master's thesis must be submitted in due time to the main examiner in duplicate as a hard copy and as a digital data file. [2]The student must submit a declaration according to section 14 subsection 5 when submitting their master's thesis.

(7) [1]When evaluating the master's thesis for academic performance, the examiners are to ascertain the quality of research. [2]If data and implementations are to be submitted, the student must provide them to the examiners in adequate form when submitting the master's thesis; the main examiner informs the student of the require-

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ment no later than at the time the topic is allocated. [3]The student is responsible for providing the required information outlined in sentence 2.

(8) [1]If the master's thesis is not complete and submitted completely in due time, it will be graded "failed" (5.0, "nicht ausreichend"). [2]A master's thesis submitted in due time will be evaluated by the two examiners of the master's thesis. [3]If the grades given by the two examiners differ, the grade awarded for the master's thesis must be the grade as defined in section 17 subsection 2 which comes closest to the arithmetic average of both individual grades. If in doubt, the better of the two grades is to be awarded. [4]If the grade calculated according to sentence 3 equals 4.1 or worse, the grade 5.0 ("nicht ausreichend"), is given.

(9) The topic of the master's thesis, the date on which the student was issued the topic, the end of the preparation period and the date on which the thesis is to be submitted are to be communicated to the Student Services and put into the records.

Section 17 – Grading of Examinations and Coursework, Calculation of Grades for Individual Examinations and Coursework and Module Grades

(1) [1]The grades for individual examinations and pieces of coursework are determined by the respective examiner; section 16 subsection 8 sentence 2 remains unaffected. [2]The assessment is to be completed within four weeks; within two months for the master's thesis. [3]If coursework or an examination is not completed in due time, it is considered "failed" or graded 5.0 ("nicht ausreichend").

(2) [1]The following grades may be assigned:

Numerical Value	*Grade*	*Explanation*
1.0 or 1.3	very good ("sehr gut")	an excellent performance
1.7; 2.0 or 2.3	good ("gut")	a performance which is substantially above the average requirements
2.7; 3.0 or 3.3	satisfactory ("befriedigend")	a performance corresponding to the average requirements
3.7 or 4.0	fair ("ausreichend")	a performance which, in spite of its flaws, suffices to meet the requirements
5.0	failed ("nicht ausreichend")	a performance which does not meet the requirements due to considerable flaws

(3) If an examination comprises only one component, the overall examination grade equals the grade of the component. Section 16 subsection 8(2-4) remain unaffected.

(4) [1]If an examination comprises several components, the overall examination grade equals the grade closest to the weighted average grade calculated using the grades of the components. [2]The weighted average grade is calculated to one decimal place; all further decimal places are excluded without rounding. [3]The examination grades according to their weighted average are:

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1.0 up to and including 1.1	= 1.0
above 1.1 and up to and including 1.5	= 1.3
above 1.5 and up to and including 1.8	= 1.7
above 1.8 and up to and including 2.1	= 2.0
above 2.1 and up to and including 2.5	= 2.3
above 2.5 and up to and including 2.8	= 2.7
above 2.8 and up to and including 3.1	= 3.0
above 3.1 and up to and including 3.5	= 3.3
above 3.5 and up to and including 3.8	= 3.7
above 3.8 and up to and including 4.0	= 4.0
4.1 or worse	= 5.0

[4]The weighting of individual examination and coursework components for the calculation of the respective grade are determined in the module catalog; section 15 subsection 11 sentence 3 remains unaffected.

(5) The module grade equals the examination grade.

Section 18 – Passing Examinations and Modules, Obtaining ECTS Credits

(1) [1]An examination comprising only one component is passed if the grade 4.0, "fair", or better is awarded. [2]An examination comprising several components is passed if the examination grade according to section 17 subsection 4 equals 4.0, "fair", or better. [3]The examination process ends when the examination is passed.

(2) A module is passed if the respective module examination is passed.

(3) The module examination must be passed for ECTS credits to be awarded.

Section 19 – Failing and Redoing Coursework or Retaking Examinations (including Examinations and Preliminary Coursework), Failing the Final Examination Attempt

(1) Failed pieces of coursework or examinations are those which have been graded "5.0" ("nicht ausreichend") or which are considered "failed" ("nicht bestanden") or graded "5.0" ("nicht ausreichend").

(2) [1]If an examination consists of one piece of coursework or one examination, it is considered "failed" ("nicht bestanden") if said piece of coursework or examination has been failed. [2]If an examination consists of several pieces of coursework or examinations, it is considered "failed" ("nicht bestanden") if the grade calculated in line with section 17 subsection 4 is "5.0" "failed" ("nicht ausreichend").

(3) [1]Coursework or examinations which were done as required preliminary coursework for an examination and subsequently failed may be redone; it is not possible to redo the preliminary coursework in the same semester. [2]If the student passes the preliminary coursework for an examination but fails the related examination in the same semester or if the attempt on the last possible examination date of the semester is deemed not taken, the required preliminary coursework usually must be redone and passed. [3]The examiner of the retake examination decides on exceptions upon request of a student. In accordance with sentence 3, the request is to be submitted in due time and before the examination concerned takes place, otherwise the preliminary coursework is to be redone.

(4) Failed examinations may generally be retaken once (resit examination).

(5) When retaking an examination consisting of several components, all examination components are to be retaken.

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(6) [1]The failure of an examination is final if the resit examination was not passed. [2]Failing the final attempt at an examination terminates the examination process.

(7) It is not possible to retake an examination that has already been passed.

Section 20 – Breaches of Procedure

(1) [1]The examination committee can remedy disturbances of the examination procedure or other breaches of procedure by virtue of office or upon request from a student by deciding on appropriate measures or orders. [2]In particular, the examination committee may order that coursework or examinations must be retaken by all or by individual students or, in case the principle of equal opportunity was violated, grant an extension or impose another appropriate measure of compensation.

(2) [1]Any disturbances of the examination procedure must be reported immediately by the affected student during the examination:

1. in case of a written examination to the supervisor,
2. in case of an oral examination to the examiner and
3. in case of any other type of examination to the responsible examiner.

[2]Any other kinds of breaches of procedure are to be reported by the affected student in due time as soon as the student takes note of a particular breach of procedure. [3]The reports according to sentences 1 and 2 must be entered into the examination minutes. [4]If the disturbances of the examination procedure or any other kind of breaches of procedure relevant to the evaluation of the respective examination are not reported in due time, they are deemed insignificant.

(3) [1]If the examination committee did not take measures of compensation in accordance with subsection 1 for a disturbance that occurred during an examination and was reported without delay or for other breaches of procedure, or those measures were inadequate, the student must address their request for the necessary measures of compensation to the examination committee in writing immediately after the examination. If the examination consisted of several parts, the request must be made immediately after the relevant part of the examination. [2]The request is not to contain any conditions. [3]If the request is not made in due time, the disturbances of the examination procedure or any other kind of breaches of procedure relevant to the evaluation of the respective examination are deemed insignificant.

(4) In addition to the responsibilities as in subsection 1, measures to compensate for procedural errors that cannot be postponed can be taken by the examiner, the examination committee or the supervisor of the exam in question. A measure is deemed not to be postponed, when a decision of the examination committee cannot be obtained in time; this applies particularly in case of sudden disruptions of the examination, when waiting for a decision of the committee is not sensible, as the remaining examination seems to be in jeopardy. In case measures are being taken that are deemed not to be postponed, the examiner, the examination commission or the supervisor of the exam in question informs the responsible examination committee without delay about the decisions that were taken.

Section 21 – Access to Examination Records

(1) Provided that the examination papers have not been returned to the examined student, they are to be granted access to their written examinations once they are graded, including the Master's Thesis, upon written request submitted within an appropriate period of time. This includes the written examination, the respective evaluation(s) of the examiner(s) and the minutes of each examination.

(2) [1]The request has to be submitted to the chair or the Student Services within one year of receiving the result of the respective examination. [2]They decide on the time and place for accessing the examination records.

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Part 2: Disadvantage Compensation

Section 22 – Extension of Examination Deadlines

(1) The examination deadlines as well as the deadlines to take examinations and complete coursework in order to complete the program are to be extended by the examination committee upon written request from a student, which is submitted in due time, if the respective student is in need of an extension due to special conditions they are not responsible for. The examination committee is to grant individual extensions based on case by case decisions.

(2) [1]In particular, this applies to students

1. with children, or
2. with a relative in need of care within the meaning of section 7 subsection 3 of the Caregiver Leave Act (PflegeZG), and

for students

3. with a disability, or
4. with a chronic illness

if the situation resulting from the aforementioned special conditions requires an extension of the examination deadlines. [2]The same applies to students who are eligible for periods of protection in accordance with section 3 subsections 1 and 2 of the maternity protection act (*Mutterschutzgesetz, MuSchG*).

(3) [1]A request in accordance with subsection 1 must be submitted immediately as soon as the student is aware of the circumstances demanding an extension of examination deadlines. [2]If the request is not made in due time in accordance with sentence 1, the extension is only to be granted if additional requirements according to section 32 of the Administrative Procedure Act of Baden-Württemberg (LVwVfG) are met.

(4) [1]The student requesting the extension is responsible for producing adequate proof. [2]If there are significant changes to the personal situation of the student, particularly any changes that would result in a lapse of entitlement to the extension, the student is obliged to inform the examination committee without delay.

(5) [1]The extension of deadlines to take examinations, resit examinations or complete coursework must not exceed a total of two semesters in any case. [2]The extension of the deadline to complete the program must not exceed the standard period of study provided there are no legal regulations indicating otherwise.

(6) [1]The extension of examination deadlines, the preparation period and submission deadlines for coursework, particularly a term paper or master's thesis, are not covered by the subsections listed above. [2]The option of requesting disadvantage compensation in accordance with section 23 remains unaffected.

(7) When calculating the examination deadlines, section 32 subsection 6 LHG must be taken into consideration.

Section 23 – Disadvantage Compensation

(1) [1]If students, as a result of a special condition or situation within the meaning of section 22 subsection 2, cannot take the respective examination or complete a piece of coursework, in particular due to the form of examination, they can request disadvantage compensation. Students are obliged to submit the request for disadvantage compensation in due time and in writing. In coordination with the respective examiners, the examination committee grants the appropriate disadvantage compensation in order to adhere to the principle of equal opportunities. [2]Students with a disability or students with a chronic illness must submit their request for disadvantage compensation to the commissioner and counselor for students with a disability and students with chronic illnesses. The examination committee is obliged to take the recommendation of the commissioner and counselor for students with a disability or a chronic illnesses into account in their decision-making process.

(2) [1]A request as outlined in subsection 1 is to be made in due time before the coursework or examination concerned is started. Where it is the responsibility of the student to register for coursework or an examination, the request is to be submitted by the end of the registration period at the latest. [2]If the request is not made in due time in accordance with sentence 1, the extension is only to be granted if additional require-

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ments according to section 32 of the Administrative Procedure Act of Baden-Württemberg (LVwVfG) are met. [3]If students fail to submit the request for disadvantage compensation in due time in accordance with sentences 1 or 2, their particular circumstances will not be considered for the evaluation of the respective coursework or examination. [4]The possibility to withdraw or de-register from an examination or piece of coursework with a valid reason remains in effect.

(3) [1]It is the student's responsibility to provide sufficient proof of their special circumstances upon filing the request for disadvantage compensation. [2]If there are significant changes to the special circumstances of the student before or during the claim for disadvantage compensation, particularly any changes that would result in a lapse of entitlement, the student is obliged to inform the examination committee without delay and in writing.

Section 24 – De-registration and Absence

(1) [1]If a valid reason, especially illness, prevents the student from entirely or partially taking an examination, they may request the approval of the reasons for de-registration or withdrawal. [2]If an examination comprises several components, a request as outlined in sentence 1 can only be submitted for the examination as a whole. [3]In derogation of sentence 2, a separate request may be submitted once per examination attempt for the presentation in the module Team Project if the written work was passed.

(2) [1]The request is to be submitted immediately without undue delay, in written form, to the Student Services office. The examination committee decides on the approval of the request. [2]The student seeking approval is responsible for producing adequate proof. [3]If the student is ill, they must submit a medical certificate to the Student Services. This certificate must include the medical diagnosis which confirms that the student is not able to take the examination. [4]If the student has a child who is sick, or a relative who is in need of care, proof of this responsibility is to be submitted.

(3) The approval of the request is ruled out if the examination result has been published, unless valid proof could not be provided earlier by the student due to reasons beyond their control.

(4) In case the student is not able to take a mandatory examination for which they are registered due to a period of study at a university abroad, this, in particular, will be recognized as a valid reason.

(5) [1]If the student took an examination whilst being aware of an illness or on the basis of negligent lack of knowledge of an illness, a de-registration for this reason cannot be approved. [2]In particular, the criteria for negligent lack of knowledge are met if the student did not react to symptoms of health problems as soon as possible.

(6) [1]If de-registration is approved, the examination is deemed not taken and it will be mandatory for the student to register for the next possible examination date. [2]If a request in accordance with section 1 sentence 3 has been granted, the participant remains in the examination and is to continue with the examination at the next possible date.

(7) [1]If a request for de-registration is not approved, the request is to be deemed not made. [2]In this case, the examiner grades an examination handed in by the student in due time; if the student did not hand in an examination in due time, the examination will be graded 5.0 ("nicht ausreichend").

(8) [1]The student may de-register from required preliminary coursework, which is coursework that needs to be completed for admission to an examination, without providing proof of a valid reason. [2]In such cases, admission to the examination must be ruled out for the semester in question, unless, upon request from the student, the examiner responsible allows the completion of different preliminary coursework as an alternative. [3]The request is to be granted if, upon consideration, the significance of preliminary coursework is relative to the reasonable interests of the student. [4]Section 23 remains unaffected.

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Part 3: Master's Examination

Section 25 – Master's Examination

(1) The master's examination is passed if all of the required examinations for the modules in the subject areas have been passed in due time.

(2) The master's examination comprises examinations from five subject areas which are composed of mandatory examinations amounting to 48 ECTS credits, mandatory elective examination amounting to 18 ECTS credits and elective examinations amounting to at least 54 ECTS credits.

Section 26 – The Fundamentals Computer Science Subject Area

(1) Three mandatory elective examinations amounting to 18 ECTS credits, are to be passed.

(2) [1]The student is responsible for selecting examinations. [2]To choose, students must bindingly register for their first attempt at one of the mandatory elective examinations stated in the attachment. [3]There is no quantitative limit to the number of ongoing examination processes in this area.

(3) If, by passing a mandatory elective examination, the student obtains the minimum number of ECTS credits required in this area, the mandatory elective examinations for the subject area which were completed earliest in chronological order will be taken into account. [2]The additional elective examinations passed in the same semester are taken into account as elective examinations in the subject area Specialization Courses if the student has not yet met the number of credits required in this subject area, considering the elective examinations passed in the same semester in this subject area. [3]In this case, again, the mandatory elective examinations which were completed first in chronological order will be taken into account. [4]If the passed mandatory elective examinations exceed the number of credits to be obtained in the subject area Specialization Courses, these mandatory elective examinations are not taken into account for the successful completion of the master's examination, or the calculation of the subject area grade and the final grade. [5]The mandatory elective examinations not to be taken into account according to sentences 1 to 4, including those in the area Specialization Courses, are to be listed in the Transcript of Records as additional examinations with the respective grade.

(4) [1]If the subject area is passed, unfinished examination processes in this subject area are to be continued as elective examinations in the subject area Specialization Courses, if the number of credits required in the subject area Specialization Courses has not yet been met, taking into account subsection 4. [2]If this is not the case, the examination processes is to end when the subject area is passed.

(5) [1]This subject area is not passed if a student fails three[1] of the seven available examinations with no option to resit. [2]In this case, the examination committee notifies the student, in writing, that the respective elective mandatory examination has been failed and cannot be re-taken; the student loses their eligibility to take exams in accordance with section 32 subsection 5 (3.1) LHG.

Section 27 – The Fundamentals Business Administration Subject Area

(1) Elective examinations amounting to 18 ECTS credits are to be passed in the Fundamentals Business Administration Subject Area.

(2) [1]The student is responsible for selecting examinations. [2]To choose, the student must bindingly register for the first attempt at an examination in an elective module. [3]The available modules, the corresponding examination as well as the required number of ECTS credits are listed in the annex in conjunction with the module catalog.

(3) [1]If, by passing an elective examination in this subject area, the student meets or exceeds the 18 ECTS credits required in this subject area, the additional elective examinations passed in the same semester are not taken into account for the successful completion of the master's examination, or the calculation of the subject

[1] For students who started the program before the spring semester of 2025 in the first or in a higher semester the following applies: (1) [1]This subject area is not passed if a student fails five of the seven available examinations with no option to resit.

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area grade and the final grade. [2]Whether additional elective examinations are taken into account depends on the chronological order of the examinations taken in the respective semester. [3]The elective examinations not taken into account according to sentences 1 and 2 are to be listed on the Transcript of Records as additional examinations with the respective grade. [4]In case the student is still involved in examination processes, that do not fall under sentence 3, at the end of the examination date, in which the exams according to subsection 1 were passed, these examination processes are terminated.

(4) If the student fails their final attempt at an elective examination, the examination committee does not issue a notification; the student does not lose their eligibility to take exams in accordance with section 32 subsection 5 (3.1) LHG.

Section 28 – The Specialization Courses Subject Area

(1) In the area specialization courses students need to pass elective examinations equaling at least 36 ECTS credits.

(2) [1]The student is responsible for selecting examinations. [2]To choose, the student must bindingly register for the first attempt at an examination in an elective module. [3]The available modules, the corresponding examination as well as the required number of ECTS credits are listed in the annex in conjunction with the module catalog. After passing the subject area Fundamentals Computer Science, the student may choose the mandatory elective examinations additionally listed in the Annex in this subject area, for which no examination process has been initiated yet, as elective examinations in the subject area Specialization Courses. To choose, the student must bindingly register for the first attempt at one of these examinations.

(3) [1]If, by passing an elective examination in this subject area, the student meets or exceeds the 36 ECTS credits required in this subject area, the additional elective examinations passed in the same semester are not taken into account for the successful completion of the master's examination, or the calculation of the subject area grade and the final grade. [2]Whether additional elective examinations are taken into account depends on the chronological order of the examinations taken in the respective semester. [3]The elective examinations not taken into account according to sentences 1 and 2 are to be listed on the Transcript of Records as additional examinations with the respective grade. [4]In case the student is still involved in examination processes, that do not fall under sentence 3, at the end of the examination date, in which the exams according to subsection 1 were passed, these examination processes are terminated.

(4) If the student fails their final attempt at an elective examination, the examination committee does not issue a notification; the student does not lose their eligibility to take exams in accordance with section 32 subsection 5 (3.1) LHG.

Section 29 – Subject Area Projects and Seminars

(1) Three mandatory examinations amounting to 18 ECTS credits, are to be passed.

(2) [1]Different courses (seminars) are available as an examination in the module Seminar. [2]The seminars available are listed in the module catalog. [3]The student has two attempts at the examination in the module. [4]The student is responsible for registering for each attempt at the examination with the examiner, taking into account the regulations as stated in section 11 subsection 6 no. 3. This also applies if an attempt has been deemed not taken. [5]The student is responsible for choosing a seminar for each attempt. An additional attempt at the same seminar is not possible. [6]To choose, students must bindingly register for the first attempt at an examination with the examiner of a seminar. Once the seminar topic has been issued, registration is binding and the student is admitted.

(3) The regulations stated in section 15 apply to the Team Project examination in particular.

(4) If the student fails their final attempt at one of the mandatory examinations, the examination committee notifies them, in writing, that the respective mandatory examination has been failed and cannot be re-taken; the student loses their eligibility to take exams in accordance with section 32 subsection 5 (3.1) LHG.

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Section 30 – Subject Area Master's Thesis

(1) The mandatory master's thesis, corresponding to 30 ECTS credits, must be successfully completed.

(2) The regulations stated in section 16 apply to the master's thesis in particular.

(3) If the student fails their final attempt at the master's thesis, the examination committee notifies the student, in writing, that the respective mandatory examination has been failed and cannot be re-taken; the student loses their eligibility to take exams in accordance with section 32 subsection 5 (3.1) LHG.

Section 31 – Calculation of the Subject Area Grade, Grading of the Master's Examination (Final Grade)

(1) [1]The subject area grade is calculated using the grades achieved in the modules belonging to an area, weighted according to the number of ECTS credits allocated to the module; additional modules are not taken into consideration when calculating subject area grades. [2]In the subject area "Master's Thesis", the subject area grade equals the module grade.

(2) The final grade of the master's examination is calculated from the average of the subject area grades weighted in ECTS credits.

(3) [1]For the subject area grades according to subsection 1 sentence 1 as well as the final grade, only the first decimal place are of importance; all other decimal places are to be eliminated without rounding up or down. [2]In line with sentence 1, the grades are as follows:

in case of an average grade of 1.5 or better = "very good" ("sehr gut");
in case of an average grade from 1.6 to 2.5 = "good" ("gut");
in case of an average grade from 2.6 to 3.5 = "satisfactory" ("befriedigend");
in case of an average grade from 3.6 to 4.0 = "fair" ("ausreichend").

(4) In case the final grade is 1.2 or better, the student graduates "with honors" ("mit Auszeichnung bestanden").

(5) [1]Prior to having received the final grade, students are given a preliminary average grade that is indicated on the Transcript of Records. [2]The regulations on calculating and indicating the final grade also apply to the preliminary average grade.

Section 32 – Failure of the Master's Examination; Confirmation

(1) [1]The master's examination is failed with no option to resit, if

1. a final attempt at an examination or piece of coursework, which these Examination Regulations and the respective attachment have highlighted as being required, has been failed, or
2. an examination deadline has been exceeded unless the student is not responsible for having exceeded this time limit.

If a mandatory examination according to sentence 1 no. 1 is failed with no option to resit, the examination committee notifies the student, in writing, in accordance with the regulations stated in the Annex.

(2) In case of failure of the master's examination and upon request by the student, the Student Services issue a confirmation listing all completed modules and the respective grades as well as all modules which have not been completed. The confirmation clearly states that the failure of the degree is final.

Section 33 – Master's Degree Certificate

(1) [1]After successful completion of the master's examination, the student is issued a degree certificate. [2]This comprises:

1. the areas in section 3 subsection 1 sentence 1 numbers 1-4; areas are listed with the corresponding number of ECTS credits and the subject area grade (in words and figures);
2. the topic of the master's thesis and the name of the examiner;

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3. the grade awarded for the master's thesis (in words and figures);
4. the final grade (in words and figures);
5. if applicable, the honors according to section 31 subsection 4.

[3]The certificate dates back to the day of completion of the last examination. [4]If it is not possible to determine this date, the last day of classes of the respective semester serves as the date of completion. [5]The certificate must be signed by the chair or deputy chair of the examination committee.

[1]The degree certificate is to indicate if examinations corresponding to at least 60 ECTS credits were completed in English-taught modules. [2]An examination is considered completed in English if the course was taught in English and the examination was completed in English.

(3) [1]An English Diploma Supplement in accordance with the European Diploma Supplement model is attached to each certificate. [2]A Transcript of Records forms part of the Diploma Supplement comprising all completed modules and the respective examinations including the issued ECTS credits and grades. All completed additional modules and the respective examinations including the grades are listed as well.

(4) [1]The Diploma Supplement also contains an ECTS Grading Table in accordance with the ECTS guidelines. [2]The ECTS Grade Distribution Table contains a list of the percentage and numeric distribution of the final grades obtained by graduates of the master's program Business Informatics (M.Sc.). [3]The ECTS Grading Table is produced annually in June. [4]The calculation is based on the final grades of all graduates who have completed their program of study in the last three years. [5]The examination committee may decide to extend the period taken into account for the calculation.

Section 34 – Diploma

[1]Along with the master's degree certificate, the student receives a bilingual diploma in German and in English certifying the conferment of the academic degree and comprising the final grade of the degree and/or the honors ("mit Auszeichnung bestanden") according to section 31 subsection 4. [2]The diploma bears the date of the master's degree certificate. [3]The diploma is signed by the dean of the school or their deputy and bears the seal of the university.

Part 4: Violation of the Examination Regulations

Section 35 – Cheating and other Misconduct

(1) [1]If a student manipulates or tries to manipulate their examination by cheating or using unauthorized resources or by influencing the examiner or supervisor in favor of themselves or a third person, the respective examination or further examinations may be graded "failed" or the student may be excluded from the examination depending on the severity of the violation. [2]In particularly severe cases, the student can be excluded without the option to retake the examination. [3]It is also considered cheating according to sentence 1 if coursework or examinations contain quotations or references from the works of others which have not been indicated as such by the student.

(2) [1]If a student tries to have coursework and/or examinations completed abroad recognized on the basis of false information, the coursework or examinations they are to substitute are graded "failed". [2]In case of mandatory courses, the coursework or examinations to be substituted must be submitted or taken on the next possible date at the University of Mannheim.

(3) [1]A student who violates the examination regulations severely, in particular, if they disturb the proper course of an examination, may be excluded from the examination by the examiner or the supervisor. [2]In such cases, the relevant coursework or examination is graded "failed". [3]In severe cases, the examination committee may exclude the student from taking any further examinations.

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Section 36 – Voidness of the Master's Examination

(1) [1]In case a student has manipulated an examination by cheating and this fact is revealed after the student has received the master's degree certificate, the examination committee can revise the result or the respective grade retroactively and declare the examination as completely or partially failed. [2]If the completion of the master's examination is affected by this, the examination committee can revoke the respective ECTS credits and, if necessary, declare the master's examination "failed with no option to resit".

(2) [1]If the requirements to be admitted to an examination were not met, without the candidate's intent to disguise this fact and if this fact is revealed after the student has received the master's degree certificate, this defect is remedied by having passed the examination. [2]If the student attained admission illegitimately on purpose, the examination and consequently the degree completion may be considered "failed" ("nicht bestanden").

(3) The person in question must be granted the chance to comment on the issue prior to the decision.

(4) [1]Inaccurate master's degree certificates are to be recalled. [2]Where applicable, new master's degree certificates are to be issued. [3]Along with the inaccurate master's degree certificates, the respective diploma is to be recalled if changes to the final grade have to be made or failure of degree completion was declared. [4]After a period of five years starting from the issuance date of the original master's degree certificate, a decision in accordance with subsection 1 or subsection 2 sentence 2 is no longer possible.

(5) The revocation of the degree complies with the legal rules and regulations.

IV. Final Provisions

Section 37 – Commencement; Scope; Transitional Provisions

(1) [1]These examination regulations become effective on 1 February 2018. [2]The Examination Regulations only apply to students who start their master's program "Business Informatics" (M.Sc.) at the University of Mannheim in the first or advanced semester in the spring semester 2018 or later.

(2) [1]The examination regulations of the University of Mannheim for the master's program "Business Informatics" of 7 March 2013 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 07/2013 Part 4 pp. 117 et seqq.) in their current version ceases to be effective with the commencement of these examination regulations. [2]Students who have already started their master's program Business Informatics (M.Sc.) at the School of Business Informatics and Mathematics at the University of Mannheim under the examination regulations that cease to be effective in accordance with sentence 1 have the option to finish their program according to the former examination regulations up until and including the fall semester 2021/2022. The fall semester 2021/2022 will be the last semester to offer examinations according to the former examination regulations that ceased to be effective in accordance with sentence 1. [4]Students who do not manage to complete their program until then are to be disenrolled; further disenrollment reasons, especially section 62 subsection 3 sentence 1 number 2 LHG, remain unaffected.

(3) [1]By way of derogation from section 5 subsection 2(3), the term of office for the first members of the examination committee, who are to be appointed once these Examination Regulations have become effective, starts on the day of their appointment; the term of office for the non-student members ends on 31 July 2019, for the student members on 31 July 2018. [2]The examination committee for the program "Business Informatics" at the School of Business Informatics and Mathematics at the University of Mannheim in accordance with its examination regulations as at 7 March 2013 in the respective valid version conducts the affairs of the examination committee for this program temporarily until members are appointed.

Article 2 of the first amendment of 7 June 2018 stipulates:

This amendment applies to all students of the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics and the Business School at the University of Mannheim who are studying in the aforementioned program according to the Examination Regulations for the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics and the Business School dated 12 December 2017 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 33/2017, p. 5 et seqq.) in the respective valid version.

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Art. 3 section 2 and Art. 7 of the second amendment of 18 December 2023 stipulate:

Section 1 applies to all students who study the master's program "Business Informatics" in accordance with the examination regulations for the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics and the Business School of 12 December 2017 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No 33/2017 pp. 5 et seqq.) in its respective valid version.

This amendment comes into effect after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats).

Article 2 of the third amendment of 16 July 2024:

This amendment applies to all students who study the master's program Business Informatics at the University of Mannheim in accordance with the examination regulations for the master's program Business Informatics (M.Sc.) of 12 December 2017 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No 33/2017 pp. 5 et seqq.) in its respective valid version.
The amendment will come into effect the day after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the fourth amendment of 27 March 2025 stipulates:

With the exception of article 1 number 6 letter c, this amendment applies to all students of the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics, who are studying in the aforementioned program according to the examination regulations for the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics and the Business School dated 12 December 2017 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 33/2017, p. 5 et seqq.) in the respective valid version.

In addition, the regulation of article 1 number 6 letter c, applies to students of the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics, who will be studying in the aforementioned program as of the spring semester 2025 according to the examination regulations for the master's program "Business Informatics" (M.Sc.) of the School of Business Informatics and Mathematics and the Business School dated 12 December 2017 (Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 33/2017, p. 5 et seqq.) in the respective valid version.

The amendment will come into effect the day after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

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Annex: Subject Area Components

List of Abbreviations

P	mandatory examination (Pflichtprüfung)
WP	mandatory elective examination (Wahlpflichtprüfung)
W	elective examination (Wahlprüfung)

1. Fundamentals Computer Science (18 ECTS credits)

[1]In the subject area Fundamentals Computer Science, students acquire the required basic skills relating to software engineering, data bases, data acquisition and data-driven information acquisition, if they have not already acquired these skills in the bachelor's program.

	Module Name		Coursework (Composition and Type)	ECTS credits
WP	CS 500	Advanced Software Engineering	One piece of coursework (written): Exam (90 min.)	6
WP	CS 530	Database Systems II	One piece of coursework (written): Exam (90 min.)	6
WP	CS 550	Algorithmics	One piece of coursework (written): Exam (90 min.)	6
WP	CS 560	Large Scale Data Management	One piece of coursework (written): Exam (90 min.)	6
WP	CS 652	Data Security and Privacy	One piece of coursework (written): Exam (90 min.)	6
WP	IE 500	Data Mining	Three pieces of coursework (two written, one oral): Exam (60 min.), project draft and oral presentation	6
WP	IE 560	Foundations of Artificial Intelligence-Reasoning and Decision Marking	One piece of coursework (written): Exam (90 min.)	6

2. Fundamentals Business Administration (at least 18 ECTS credits)

[1]For the subject area Fundamentals Business Administration, level 500 and 600 modules from the following Areas of the Business Administration program must be selected:

1. Accounting and Taxation (ACC, TAX);
2. Banking, Finance and Insurance (FIN);
3. Management (MAN);
4. Marketing (MKT);
5. Operations Management (OPM).

[2]The available modules, the respective type of coursework and the required number of ECTS credits are listed in the module catalog; section 3 subsection 2 sentence 5 remains unaffected.

[3]Level 500 modules require basic academic knowledge of business administration. [4]Level 600 modules may require the passing of certain level 500 modules due to their advanced level, as indicated in the module catalog of the master's program "Mannheim Master in Management" (M.Sc.).

3. Specialization Courses (at least 36 ECTS credits)

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(1) In the area specialization courses students need to take elective modules equaling at least 36 ECTS credits. [2]The available modules, the respective type of coursework and the required number of ECTS credits are listed in the module catalog; section 3 subsection 2 sentence 5 remains unaffected. [3]All modules listed in the module catalog under "Specialization Courses" may be selected. [4]Further, all modules from the subject area Fundamentals Computer Science may be selected for the subject area Specialization Courses, if the former has been passed and no examination process for the mandatory elective examinations in these modules has been initiated yet.

4. Projects and Seminars (18 ECTS credits)

	Module Name		**Coursework (Composition and Type)**	**ECTS credits**
P	TP 500	Team Project	Two pieces of coursework (one written, one oral): Written work and presentation	12
P	SQ 500	Scientific Research	A digital take home exam, unsupervised, off campus (150 minutes)	2
P	CS 7xx and IS 7xx	Seminar	One piece of coursework (written): Term paper or Two pieces of coursework (one written, one oral): term paper and presentation or Three pieces of coursework (one written, two oral): term paper and two presentations	4

5. Master's Thesis (30 ECTS credits)

	Module Name	**Coursework (Composition and Type)**	**ECTS credits**
P	Master's Thesis	One piece of coursework (written): Master's Thesis	30

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