

Examination Regulations for the Master Program Ecology and Microbial Biodiversity in the Department of Biology

(Non-legally binding English translation of the examination regulation for the master program)

University of Kaiserslautern

16th July 2012

On the basis of § 7 paragraph 2 No. 2 and § 86 paragraph 2 sentence 1 No. 3 of the Higher Education Act from November 19, 2010 (GVBl. S 463) last changed through the Act from December 20, 2011 (GVBl. S. 455) the Faculty Council of The Department of Biology at The University of Kaiserslautern has decided on the subsequent Regulations for the Master Studies in Ecology and Microbial Biodiversity on the 27th June 2012. The President of The University of Kaiserslautern has approved these Regulations in writing in Az.: 4/MF-Och of the 12th July 2012. These regulations are hereby made public.

Overview of Contents:

I. Paragraph: General

- § 1 Scope, Types of Major, Objective of the Examinations, Academic Level.
- § 2 Entry Requirements
- § 3 Length of Studies, Advancement Rules
- § 4 Outline and Structuring of the Studies, Master's Examination.
- § 5 Modularized Studying Concept, Credit Points System, Course Achievements, Issues/Concerns for Disabled Students
- § 6 Scope of Studies, Module
- § 7 Allowance of Course Achievements and Exam Credits

II. Paragraph: Examination Body

- § 8 Examination Committee
- § 9 Examiners, Assessors

III. Paragraph: Examination Procedure

- § 10 Registration and Approval for the Master Examination, Deadlines
- § 11 Module Examinations, Deadlines
- § 12 Oral Module Exams
- § 13 Written Module Exams
- § 14 Master's Project and Thesis

IV. Paragraph: Assessment of Examination credits

- § 15 Assessment of Exam credit
- § 16 Passing and Failing and Fepetition of Examinations
- § 17 Absence, Withdrawal, Deception, Noncompliance with Regulation
- § 18 Transcripts, Certificate, Diploma supplement
- § 19 Electives Studies and Examination Credits
- § 20 Invalid Master's Examination

V. Paragraph: Final Provisions

- § 21 Candidate's Right to Obtain Information
- § 22 Effective Date, Interim Regulations.

I. Paragraph: General

§ 1 Scope, Type of Program, Examination Objective, Academic Level

(1) There are integrative scientific studies being offered by the Department of Biology at the University of Kaiserslautern. After completion of the Bachelor Studies in Bio-Science (which is the first academic level) it is possible to do consecutive Master Studies in the areas of Ecology and Microbial Biodiversity which allows for additional professional qualification and graduation after four semesters of studies. The language in which the courses for the Master studies will be given is English. The regulation contains the general procedures and regulations as well as it stipulates the specific entry requirements for the participation in examinations as well as the exam demands or requirements.

(2) Through the Master exam (according to §5 paragraph 1) it will be determined if the candidate has acquired thorough knowledge in the area of Ecology and Microbial Biodiversity. The candidates should have an overview of the areas of study and should possess the ability to carry out independent scientific work using scientific methods and knowledge. They should also recognize their importance for professional practice and should be able to act critically and responsibly with the acquired knowledge

(3) After the successful completion of the studies and after passing the examinations by the candidates, the Department of Biology of the University of Kaiserslautern will award them with the academic degree 'Master of Science' (M.Sc.).

§ 2 Entry Requirements

(1) The requirements for participation in the Master examination are:

1. Enrollment as student at the University of Kaiserslautern in the semester in which the examination is to be taken. Students on leave of absence from the University for a particular Semester cannot participate in examinations for that semester.

2. The right to participate in examinations in this area of study at another University in Germany must not have been lost.

3. The specific entry requirements can be found in Annex 2.

4. At least two representatives from the group of specialist examiners (see § 9) of which at least one must be a University lecturer (professor) from the Faculty Council of the Department of Biology, will be commissioned with the assessment of the entry requirements for the candidates to this Master program. A protocol will be created for the assessment procedure, to include the place and date of the selection process, the names of the members of the selection committee, names of the applicants, as well as their evaluation.

(2) The participation in the Master examination can be denied only if

1. the requirements mentioned in the paragraph 1 are not fulfilled

2. the documentations are incomplete or are not submitted in a timely manner

3. the candidate is participating in another examination in the same area of study

4. the candidate, due to the number of allowed unsuccessful attempts on the basis of § 17 paragraph 2, is no longer able to achieve the relevant exam or Course Achievements necessary for passing the Master Exam.

(3) Sufficient knowledge of the German and English language has to be proven. For proof of knowledge of the German language the enrollment regulations of the University of Kaiserslautern apply. Sufficient knowledge of the English language only exists when:

1. the University's eligibility requirements pursuant to § 65 paragraph 1 HochSchG (University and College Regulations) were acquired in Germany or, with respect to the English language, are at least equivalent to the one that would be acquired in Germany.
2. the program of previous study was taught mainly in English
3. test results according to TOEFL with at least 213 points (550 points for written and Internet based 80 points) or at least the equivalent values (corresponding to the C1 competence level of the EU frame of competence) must be proven or
4. the knowledge of English is ascertained by the board of examiners.

(4) Enrollment to this Master study program can be allowed in exceptional, well-founded cases, if applicants are enrolled in Bachelors studies and require less than 20 credits for successful completion of these studies. The enrollment becomes void when the entry requirements according to paragraph 1 for the Master studies has not been completed/proven by the end of the first semester

§ 3 Length of Studies, Advancement Rules

(1) The regular period of the Master study is 4 semesters (2 years) including the Master Thesis.

(2) The registration for the examinations of all nine modules (§ 6) initially has to be done not later than at the last day of the fourth semester. An exam will be rated as failed when participants fail to meet the registration deadlines for at least two semesters.

§ 4 Outline and Structuring of the Studies, Master Examination

(1) The Master Program Ecology and Microbial Biodiversity comprises studies of nine modules as well as the Master Project and Thesis (see § 6 and Annex 1). The studies will be completed with the passing of the final section of the Master exam.

(2) A module consists of one or more courses. Courses consist mainly of lectures (with or without practice exercises), tutorials, practicals, projects, seminars and excursions. A module can also contain supervised independent studies.

3) Ninety credits must be acquired in the Master studies (without the Master Thesis). For the completed Master Thesis and the accompanying presentation candidates will earn an additional 30 credit points.

(4) Studies begin in the winter semester

(5) The courses will be presented in English. Individual courses within the module courses of choice (CC) can also be held in German.

§ 5 Modularized Studying Concept, Credit Point System, Course Achievements, Issues/Concerns for Students with Disability

(1) The Master exam consists of all the accompanying module examinations and the Master Project and Thesis. A module exam is fundamentally one exam which comprises all subject areas and materials covered in all courses throughout the module; it can presume that the candidate has completed all assignments (exam prerequisites). For the module 'courses of choice' (CC), course assessment has to be presented for every course that has been attended

(2) Every module exam provides credit points which correspond to the approximate time necessary for the students to participate in the compulsory lectures and courses of the modules, the preparation and post-processing of materials, the exam preparation as well as the examination itself, if applicable, for all the required exam and Course Achievements stipulated in the module. The same applies for the Master Thesis. The credit points are awarded after successful completion of the module examination, the Master Thesis and the oral presentation. On average, students earn a total number of 30 credit points for one semester. The standards for the allocation of credit points are according to the European Credit Transfer System (ECTS). One credit point corresponds to thirty hours of work that the students spend for completion of a module to which a certain number of credit points has been assigned.

(3) The module exams are given at least twice yearly. The dates of the exams will be set by the responsible teacher and will be announced at least four weeks ahead of time through a notice posted in the department or on the web.

(4) The module exam can be in a written or oral form. As an exception, the module exam can also be done as a partial exam. As a rule, the form of the exam is announced at the beginning of the lectures or at least four weeks before the date of the exam. The length of the written exam is 5-15 minutes per credit point. An oral exam will last at least 15 minutes and not more than 30 minutes.

(5) The deadlines for completion of the module exams and the Master thesis are calculated such that all exam credits can be achieved in the regular study period (§ 3 paragraph 1). The exams can be taken earlier than the scheduled study program as long as the exam entry requirements are met.

(6) For the determination of length of study that are relevant for the compliance with deadlines for the registration and performance of exams or their repetition, extensions and discontinuations will not be considered provided that they are caused:

1. through participation in legitimate or statutory envisaged student bodies of a university or a student union.
2. through illness, incapacity or other unavoidable reasons for which the students was not directly responsible.
3. through pregnancy or caring for a child; in such cases there is at least the use of the statutory maternity leave periods and parental leave according to the 'Mutterschutzfristen' (Federal maternity leave and pay act) to be facilitated.
4. through the caring for of a family member with disability or incapacity
5. through a pertinent international study or internship of up to two semesters; this is not applicable for international study time that has to be done according to regulations in this document or
6. through operational interest in the frameworks of an extra occupational, professional integration or dual studies. The student has to supply the supporting documents.

(7) The special concerns of students with disability are to be considered in order to ensure that they have equal opportunity.

(8) Course achievements are obtained through the successful participation in the courses or other course events and, if a minimum overall grade of 4.0 is achieved in the course assessment. Such performance reviews can contain several parts and consist mainly of written exams, oral exams, reports, colloquia, presentations and assignments. In the case of seminars and practicals, credits can only be given when regular attendance can be certified. Regular attendance means that the participant is present for every course throughout the semester. A regular participation of the students can be attested if they were absent with a valid excuse from at most two seminar courses or one full day of a practical.

§ 6 Scope of Studies, Module

The following modules are to be completed in the Master program Ecology and Microbial Biodiversity:

T1: Theory 1 (6 CP, graded)

T2: Theory 2 (6 CP, graded)

T3: Theory 3 (6 CP, graded)

T4: Theory 4 (6 CP, not graded)

CC: Courses of choice (15 CP, not graded)

VP1: Advanced practical 1 (12 CP, graded)

VP2: Advanced practical 2 (12 CP, graded)

VP3: Advanced practical 3 (12 CP, not graded)

RP: Research Practicals (15 CP, graded)

The program will be completed with the Master Project and Thesis (30 credits, graded).

§ 7 Allowance of Credit Points and Exam Credits

(1) Periods of study, credit points and examination credits from other programs similar to our program from another University in Germany will be credited without equivalency check as long as the program is accredited. The recognition of parts of the Master exam can be denied if more than half of the module exams or the Master Thesis should be recognized.

(2) Study times, course achievements and examination credits from similar programs that are not accredited and others programs of study will be recognized as long as equivalency can be established. Equivalency is established when the length of study, course achievements and exam credits in content, periphery and demands essentially corresponds to the Master Program Ecology and Microbial Biodiversity at the University of Kaiserslautern. At the same time there is no schematic comparison but rather a commitment to an overall view and evaluation. As it relates to the approval of periods of study, course achievements and exam credits that had been completed outside Germany, the Ministers of Education and Cultural Affairs along with the German Rectors Conference have approved equivalence arrangements in the framework of University partnerships that have to be observed. There can be a denial to recognize parts of a Master exam if more than half of the module exams or the Master Thesis is to be recognized.

(3) If students intend to have studies and exam credits from overseas semesters recognized as part of their studies, they should speak with one of the coordinators of their program of study and with the head of their exam committee before the beginning of there international studies or internship about the ability to have part of their studies recognized along with the exam credits. This should be led by the submission of a learning agreement to the Department of International Affairs.

(4) Periods of study, course achievements and exam credits in officially recognized distance studies, for multimedia supported studies and exam credits as well as credit points and exam credits from Frühstudierenden (§ 67 clause 4 of the HochSchG (University and College Regulations)) paragraphs 1 and 2 apply accordingly. Paragraph 2 also applies to study times, course achievements and exam credits at other educational institutions; especially at national or nationally recognized Training Academies as well as Engineering Schools and Officers Academy of the former GDR.

(5) If the credit points and the exam credit have been recognized, the grades and the grading systems have to be adopted as well, and used for calculating the overall/final grade. This applies accordingly for the recognition of credit points. For different grading systems, the

remark 'pass' will be used and an indication that the grade was recognized be included in the results.

(6) There exists a legal right to claim recognition if the requirements of paragraphs 1-3 are met. The recognition of periods of study, course achievements and exam credits that have been earned in Germany have to be officially accepted. The recognition process for the Master exam will be initiated by the Office of Examination Affairs. For this process the candidate will present the required documents to the Office of Examination Affairs from which the evaluation, credit points and the time of which any exam credit that had been taken from another Master Program or Institution will be visible. It must be clear from the documentation which module exams and exam relevant course achievements had not been passed or were repeated. The documentation must have been issued by the University or Institution at which the exams had been taken. The recognition will be decided on by the examination committee; who can seek the opinions of a subject specific representative to this matter.

(7) For the recognition process the full details of 'passed' as well as 'failed' credit points or exam credits from the candidate will be presented to which there are matching credit points or exam credits in the corresponding Master Exam at the University of Kaiserslautern. Should there be an exam relevant course achievements presented that was failed on the first sitting in a similar Module to that of the Master Exam at the University of Kaiserslautern this will be counted as the first repeated exam.

II. Paragraph: Examination Body

§ 8 Examination Committee

(1) For Examination matters for the Master Program Ecology and Microbial Biodiversity the Faculty Council will set up one Examination Committee. For the administration of the exam matters the Examination Committee will be supported by the University's Office of Examination Affairs.

(2) The Examination Committee has seven members. The chairperson, vice-chair and the other members are summoned by the Faculty Council from the circle of University Professors or Lectures, academic staff members, non-scientific staff members and students, with a proportion of 4:1:1:1. The non-scientific staff members and the student are made-up in the following proportion 4:1:1:1. From each of the three Master Programs, i.e. Microbial and Plant Biotechnology, Molecular Cell Biology and Neurobiology, and Ecology and Microbial Biodiversity, there has to be at least one Professor/Lecturer representative as a member who is participating in the Program of Study. The chair and vice chair must be life long Professors. In cases where there are equal numbers of votes the chairperson will decide. For votes over exam achievements and exam relevant course achievements § 25 clause 5 HochSchG (University and College Regulations) is to be utilized. The time in office for the student member of the Exam committee is one year while it is three years for the other members.

(3) The Examination Committee ensures that the rules of the Examination Regulations that is, this document are abided by. This committee will update the Department regularly about the development of Exam and study times including the real working time of students on their Master project. Furthermore, it makes suggestions for reformation of the study plan and the Department's Exam Regulations and should make available the module grades and the overall grades. The report will then be made open in a suitable form through the Department.

(4) The Examination Committee has to ascertain that the credit points and the exam credits can be taken in the set time frame. With this objective in mind the candidate has to be informed in a timely manner about the type, number and dates by which course achievements and exam credits from a particular module need to be turned in, as well as the

date of which the Master Thesis is to be submitted. The students also need to be made aware of the dates for every course achievement and exam.

(5) The members of the Examination Committee have the right to attend all performance reviews and module exams.

(6) The meetings of the Examination Committee are not public. A representative of the Office of Examination Affairs participates in the meetings of this Committee in an advisory role. The members of the Exam Committee, the examiners and the assessors are committed to secrecy. Provided that they are not Civil Servants, they are bound through the Chairperson to secrecy.

(7) The exam committee can confer individual assignments to the Chairperson and the Office of Examination Affairs.

§ 9 Examiners, Assessors

(1) The Master Exam will be carried out by specialist examiners. The exam committee will select the said specialist examiner. The exam committee can confer the selection to its chairperson.

(2) Specialist examiner is a Professor or a University Lecturer representing their respective specialist area. When there are not enough subject specific examiners available, retired Professors, Honorary Professors, Postdoctoral Scholars, Research Fellows with special assignment according to § 56 clause 1 sentence 2 HochSchG (University and College Regulations), teaching staff with special assignment, as well as lecturers can be selected by the Exam committee to carry out this task as specialist examiner.

(3) Besides a University Lecturer an experienced Research Fellow can be the Examiner for the Module VP 1-3 (Advanced Practical) according to § 25 clause 4 sentence 2 and § 56 clause 1 sentence 2 HochSchG (University and College Regulations). The examination committee will appoint qualified academic staff members that will carry out the examinations of the above mentioned modules.

(4) The specialist examiners will select the exam assignments, carry out the exams and do the grading of the exams.

(5) The chairwoman or chairman of the Examination Committee will ensure that the candidates are aware of the name of their Specialist Examiners in a timely manner. A student who has not passed an examination can for the case that, (1) the Examiner has left the University, i.e. the Examiner is no longer teaching the said course, however, still offers to give the Exam and, (2), another Examiner offers the course as well as the exam, suggest which of the two Examiners they would prefer for their re-examination.

(6) The Specialist Examiner selects the observer for oral exams and the supervisor for written exams. The observer can only be someone who has already passed the respective Master exam. This Assessor will take the minutes for oral exams and can be assigned for the pre-correction of their written exams.

(7) For the Specialist Examiners and Assessors § 8 clause 6 sentence 3 applies accordingly.

III. Paragraph: Examination Procedure

§ 10 Registration and Approval for the Master's Examination, Deadlines

(1) The written registration for the Module Examination and the Master Project is to be submitted to the Examination Committee and is to be submitted and the Office of Examination Affairs. This registration has to be within the known deadlines set by the Office of Examination Affairs. The registration can also be done on the Internet site of The University of Kaiserslautern when the Office of Examination Affairs has made this functionality available.

(2) The following documentations are to be available for the registration as long as they have not already been submitted to The Office of Examination Affairs:

1. An explanation by the candidate as to whether or not they have lost their right for sitting exams in a same program of study at another German University or if there is an ongoing examination proceeding in the same or a similar program of study.

2. An statement from the candidate stating which modules or sections of examinations or which exam credits or exam relevant course achievements in the same or a different program of study at another German University he or she has failed and , if so, how often.

(3) If it is not possible for the candidate to provide the documentation in the required form the Examination Committee can give permission for proof to be provided in other forms.

(4) The Examination Committee decides on the refusal of permission of a candidate participating in section of the Master's exam; they can only do so on the basis of following know grounds given under § 2 Paragraph 2. The candidate has to be informed about the refusal of participation in writing at least two weeks before the day of the examination.

§ 11 Module Examination, Deadlines

(1) The date for individual examinations are set with agreement between the subject specific examiner in agreement with the Office of Examination Affairs and this is made known in writing at least six weeks in advance on the website of the Office of Examination Affairs.

(2) It is provided for that every Examination can be taken twice yearly. Compulsory courses that are to result in examination relevant course achievements must be offered at least once yearly.

(3) At the registration for oral Examinations the candidate can suggest possible examination dates.

§ 12 Oral Module Examinations

(1) Through the oral examination the candidate should prove that he or she recognizes the interrelationships of the field and is able to classify specific issues in these relationships. Through the oral examination it should additionally be determined if the candidate possesses a broad knowledge base across the relevant specialist area according to the progress of their studies.

(2) Oral examinations will be carried out in the presence of a panel of at least two examiners or before one Examiner with an expert Assessor present.

(3) The oral examination can be carried out with individual candidates or as a group with a maximum of four candidates. If it should be the case that for an examination question it is necessary for graphics or calculations to be presented or integrated it is then clear that this is a part of this oral examination. Before the assignment of grades the Examiner has to

convene with the other Examiner and assessor in the case where there is a panel of examiners. The result of an oral examination is, always given at the end of the examination.

(4) The candidate can discuss with his or her examiner whether or not he/she can complete an oral examination also in German.

(5) During the progression of an oral examination minutes have to be taken of which the duration and essential topics and the results of the examination will be taken.

(6) At every oral examination students enrolled in the Biology Department can be present as observers as long as none of the candidates were opposed to this possibility at the examination registration.

The Specialist Examiner decides on such applications that are to be submitted to the Office of Examination Affairs three weeks before the oral exam. Candidates with the same examination dates are not allowed to sit in as observers. When proper conduct during an examination is compromised, the expulsion of the observing student can take place while the examination is in progress. Female students can request the presence of the central Women's Affairs Representative or a Women's Affairs Representative from the Department can participate in oral examinations. The openness of the examination extends beyond consultation and publication examination grades.

(7) Course achievements (for example from presentations, posters, contribution to discussions in seminars and experiment protocol for a practical) that contribute towards the make up of grades for the module exams (examination relevant credit points) must be, based on demands and procedures, equal to exam credit points.

§ 13 Written Module Examinations

(1) A written Examination in the form of a test is the written processing of a range of questions prepared by the Specialist Examiner using the usual methods for completion of that subject area within a limited time and normally with limited aids and with an Invigilator present. § 15 paragraph 2 sentences 5 and 6 apply accordingly. The length of time for which a candidate is allowed to complete a test is minimum one hour and maximum four hours.

(2) As a rule, tests are graded by two Examiners. The results are then calculated from the arithmetic mean of both grades. The grading process should not exceed four weeks. Should there be a repeat/resit of the test in the same exam period, then the results of the exams will have to be announced no later than two weeks prior to the resit date.

(3) The results can be viewed accordingly on the website of the Office of Examination Affairs by the candidates with the use of their matriculation number.

(4) The Examiner decides which auxiliaries are allowed to be used in a written exam. A list of the allowed aids is available with the announcement of the examination date in the form of posted notices and on the internet.

(5) § 12 paragraphs 6 and 7 apply accordingly.

§ 14 Master Project and Thesis

(1) The Master project is a written Exam credit. It is supposed to show that the candidate can independently solve a problem from his or her specialist area within a given time period using scientific methods. Topic, problem and scope of the Thesis are to be limited by the Supervisor in order that it can be completed within the time given. § 12 paragraph 6 applies accordingly.

(2) The student can apply for permission for doing their Master project if they have at least seventy eight credit points. Exam Credits in the framework of the Master Exam must not

have been part of the Bachelor Exam.

(3) The Master Project will be given, supervised and graded by a University Lecturer from the Department. In exceptional cases, on request of a University Lecturer, the project can be given and the supervision of the project and its grading done by a Specialist Examiner with the permission of the Examination Committee according to §9 paragraph 2. Furthermore, it will be graded by a second Specialist Examiner. At least one of the Specialist Examiner must be a University Lecturer. For the determination of the final grade of the Master Project the arithmetic mean of both grades will be used. The Master project has been passed if the student has achieved a grade of 4.0 or better. A Research Fellow can be involved with the supervision of the Master's project. If possible, the candidate's request for a particular topic as well as a supervisor for his or her Master project should be considered. With the permission of the Examination Committee the Master Project can be done in another department of the University of Kaiserslautern or outside the University if the project is given and supervised by a University Lecturer that is involved in the Master Program.

(4) The assignment of the topic for the Master project by the supervisor to the candidate is given through the Office of Exam Affairs. The time the assignment was given has to be recorded by the Office of Exam Affairs.

(5) On request of the candidate the Examination Committee has to ensure that a topic for a Master project is given in a timely manner.

(6) The Master project has to be started at most two months after the last Module exams have been successfully completed. This period begins on the day the results of the module exams have been given to the Office of Examination Affairs.

(7) The length of time given for the completion and handing in of the Master Thesis is six months effective from the day the topic has been given. In justifiable exceptional cases on request of the candidate and with the permission of the supervisor, the Examination Committee can grant an extension of up to two months for the completion of the Master Thesis. The application for the extension has to be given by the Chairperson of Examination Committee at least four weeks before the end of the six months. The candidate is allowed to reject the assigned topic only once and only within the first four weeks of the project time.

(8) The Master Thesis should not exceed 100 pages (without annex, font size 11, line spacing of 1.5).

(9) The Thesis is to be done in English or German. If the Thesis is done in German a summary in English and German is to be attached. Should the Thesis be written in English then a summary is to be attached in English.

(10) The Master Thesis is to be submitted in two printed versions within the stipulated time to the Office of Examination Affairs where the time of submission will be noted on the Thesis. The Thesis will subsequently be forwarded to the supervisor and usually a second Specialist Examiner for evaluation. Should the Master Thesis not be delivered within the time stipulated it will be evaluated with the grade 'failed' (5.0). The evaluation process should not exceed six weeks.

(11) The Master Thesis will be completed with an ungraded presentation. This presentation is to be given within but no later than two weeks after the submission of the Thesis. There will be a thirty minutes presentation that will be open to the public on the topic and the results of the Project. There is an additional discussion in the presence of the supervisor and the subject specific examiner that will last approximately thirty minutes. Should the presentation be evaluated as failed it can be repeated once within four weeks. In the case where the presentation is failed twice the Master Thesis will also be failed and it is imperative that paragraph 12 be consulted.

(12) With an evaluation of 'fail' for a Master Project and Thesis it can be repeated once with a new topic. On application from the student, a new topic for the Master's project must be given by the current or a new supervisor within one month after the fail result from the

Master Thesis has been received; the current supervisor or a new one will be assigned. A refusal of the topic for the Master project within the appropriate time frame according to paragraph 7 sentence 2 is only permissible if the candidate had no need for a change of topic during the first Master project.

IV. Paragraph: Evaluation of Examination Credits

§ 15 Evaluation of Examination Credits

(1) The grade for the individual Exam credits and exam relevant course achievements will be set by the respective Specialist Examiners. The following grades are available for use in the evaluation of individual credits

1.0; 1.3	= excellent
	= an outstanding performance
1.7; 2.0; 2.3	= good
	= above average performance
2.7; 3.0; 3.3	= satisfactory
	= corresponds to average performance
3.7; 4.0	= sufficient
	= a performance that although is shows deficiencies still fulfills the requirements
5.0	= insufficient

(2) A module exam is passed when it and all associated exam prerequisites have been evaluated to at least 'sufficient'. When a module exam is made up of several of exam credits or exam relevant course achievements in order for the module to be passed every exam credit or exam relevant course achievements has to be passed. In this case the final result is calculated using the arithmetic mean of the grade from the individual exam or course achievements. If a module examination consists of only one exam the grade that is achieved from this exam will be the same as the module grade. The module grade is:

With an average of up to 1.5	= excellent
With an average of between 1.5 – 2.5	= good
With an average of between 2.5 – 3.5	= average
With an average of between 3.5 – 4.0	= sufficient
With an average of between 4.0	= insufficient

For the generation of the module grade only the first decimal place is considered. All other places behind the point are disregarded.

(3) For the determination of the final grade of the Master exam the results of the graded module exams and the grade of the Master Thesis are multiplied with the respective credit points according to §6. The individual results are added and the resulting sum is divided by the number of the credits points used.

§ 16 Passing, Failing and Repetition of Examinations

(1) The Master exam has been passed when all the module exams and the Master Thesis as well as the presentation that is pertinent to the Thesis have all been passed (with at least a grade of "sufficient" 4.0).

(2) The candidate has failed the Master exam when he or she

1. was not present to take their second repetition of a module exam within the time stipulated or
2. has failed the second repetition of a module exam or
3. the Master Thesis or the pertinent presentation was failed and a repetition is no longer possible.

(3) If the Master exam is failed or is considered failed the candidate will receive a written notification from the Chairperson of the Examination Committee to which an explanation of legal rights will be attached.

(4) For the candidates who will leave the University of Kaiserslautern without having earned their Master Degree on request and presentation of proofs they will be given a transcript.

(5) Compulsory module exams and all parts thereof that have not been passed or are considered failed must be repeated although they can only be repeated twice, while elective module exams and all parts relating to them that have not been passed or are considered as failed can be repeated twice. A second repetition of the Master Project is not possible. A candidate who has decided not to repeat a graded elective module exam that has been failed has six months after having failed within which to take another elective module exam. A failed replacement elective module exam is counted as a failed repetition and can only be repeated once or replaced by another elective module exam. Students have only one chance for repeating a replacement elective module exam since this exam is counted as one that has been taken in place of a previously failed elective module exam. Failed exam credits and exam relevant course achievements in the same program at another German University are considered as failed attempts and are counted towards the allowed number of repeat exams. Also counted as unsuccessful attempts are failed exam credits and exam relevant course achievements in modules or exam areas of a different program at another German University which essentially correspond to the same course of study as long as, for the passing of those exams equal or lesser demands were made.

(6) The first and a second repeat of a module exam are to be taken within the two examination periods that follow. Should the deadline set for the repeat examinations be missed the examination will be considered failed.

(7) If the candidate fail individual module examinations or are considered to have failed on the second repeat they then lose their examination right. The candidate will be notified in writing by the Chairperson of the Examination Committee with an explanation of legal rights attached.

(8) For a repetition of the ungraded presentation that has to be completed during the Master project, see § 14 paragraph 11; for repeating of the Master Thesis see § 15 paragraph 12.

§ 17 Absence, Withdrawal, Deception, Noncompliance with Regulation

(1) A candidate can withdraw from an examination without having to give any reason if the candidate appears or sends a written notice to the Office of Examination Affairs no later than a week before the date of the examination. The post stamp on a written notice is binding. A withdrawal based on paragraph 1 is not possible when the deadline is precluded based on this Examination Regulation.

(2) An examination is considered fail (given a grade of 5.0) if the candidate has not withdrawn according to the deadline and has not shown up for the examination or is absent from an exam without justification or no solid reason or when he or she is not permitted to sit the examination because of missing prerequisites. Examinations are also considered failed when the candidate does not take them within the specified deadline according to §3 paragraph 2. The same rule applies, when a written examination credit is not completed within the given time.

(3) For absence or withdrawal in compliance with Paragraph 2 justifiable valid reasons must be shared with the Office of Examination Affairs within a week in writing and with substantiation. If the Office of Examination Affairs accepts the reason, the absence or withdrawal will be treated as a timely withdrawal according to paragraph 1. In this case existing exam results of other subjects have to be counted as valid. Absence or withdrawal of a candidate from an exam due to illness must be attested to by a Doctor. When in doubt the Public Health attestation can be requested. The same is true for the candidates who for the most part are the only caregiver of his or her sick child.

(4) The non-completion of examination prerequisites based on this Exam regulation does not relinquish the commitment of the enrolled candidate from the timely de-registration from an examination.

(5) If a candidate attempts to influence the results of his or her examination by deception or with the use of non-approved auxiliary materials, will result in the candidate being failed (given a grade of 5.0.). A candidate who tries to disturb the proper procedure of an exam can be expelled from the exam by the examiner or invigilator and will be given a grade of insufficient (5.0). In profound cases the candidate can be excluded from taking other exams.

(6) Unfavorable decisions are to be promptly shared in writing and with substantiation with the candidate and, with an explanation of his or her legal rights attached. The candidate shall be given an opportunity to be heard.

(7) With written course achievements besides tests the student has to submit a written declaration that he or she independently completed the work presented, and that no other sources and auxiliary materials besides the ones specified were used. If proven that the declaration was falsely made or if there is another attempt to deceive or if there is a violation of regulations in the completion of the course achievements, paragraph 5 and 6 apply accordingly.

§ 18 Transcripts, Certificates, Diploma Supplements

(1) When a candidate has passed his or her Master examination he or she will receive the result promptly. If possible he or she will receive a transcript within four weeks of passing the Master examination. The transcript containing the grades of the module examinations, the Master Thesis and, the overall grade as well as the credits points acquired. Furthermore, it contains the topic of the Master Thesis and, upon request of the candidate, the duration that was required for completion of the program as well as the elective courses and examination credits (§ 19) and their grades. In the case where a module examination was taken at a University other than the University of Kaiserslautern and recognized, the name of the Institution where the module examination was taken will be mentioned in the transcript. The same is true for examination relevant assignments or course achievements if they would have been accepted based on this Examination Regulation. The name of the associated Examiner will also be mentioned in the credentials. Additionally, the transcript will contain the ECTS grade corresponding to the overall grade as well as the corresponding ECTS-Definition in compliance with the current evaluation scheme embodied by the European Credit Transfer System.

(2) The Transcript will be dated with the date of which the last examination was taken. It will carry the signature of the Chairperson of the Office of Examination Affairs.

(3) After the Master exam has been passed the candidate will be issued with the Transcript and the Master's Degree certificate simultaneously. With this certificate, there will be the bestowal of the Academic credentials.

(4) The Degree will be dated to correspond with the date of transcript and will carry the signature of the Dean of the department and the Chairperson of the Examination Committee and will be sealed with the Seal of the State.

(5) The Office of Examination Affairs will prepare a Diploma Supplement in English corresponding to the 'Diploma Supplement' Model of the European Union/European Council/ UNESCO. For representation of the National Education System the text which is coordinated between KMK and HRK is to be used in their respective valid forms*. The Diploma Supplement contains particularly information about the University, the type of Degree, the program of study, the entry requirements, the study requirements and the progression of the studies as well as information about the German Higher Education System. On the request of the candidate the Department will prepare in addition to the Diploma supplement, translations of the Master's Certificate and the transcripts in the English language. Footnote: *The respective valid form can be found at: <http://www.hrk.de> (Keyword Diploma Supplement).

§ 19 Elective Studies and Examination Credits

The credit points and examination credits achieved from elective courses is only possible with the permission of the Examination Committee after communication with the Specialist Examiner responsible for the course. The result of these additional performance reviews will be entered in the transcript on request from the candidate. It will not be calculated into the overall grade.

§ 20 Invalid Master's Examination

(1) Should it be discovered that a candidate has cheated on his or her assignment or examination after the results have been published the Examination Committee can subsequently review these results and reissue a partial or complete grade of fail for the said assignment or examination credits.

(2) If it was discovered after the results had been published that the prerequisites for approval to sit the Master examination were not fulfilled and the candidate did not intentionally try to deceive then the discrepancy will be rectified with the passing of the Master's exam.. If the candidate deliberately cheated his or her way to being approved for sitting the Master exam the Examination Committee will decide under the observation of the State Administrative Procedures Act.

(3) The candidate will be given an opportunity to make a statement before a decision is made.

(4) The incorrect examination certificate and the Diploma Supplement are to be withdrawn and, will be re-issued where applicable. With these documentations the Master Certificate will also be withdrawn if the examination should be declared failed on the basis of deception. A decision based on paragraph 1 and 2 sentence 2 is no longer possible after a term of five years from the date of the examination results.

V. Paragraph: Final Provisions

§ 21 The Candidate's Right to Information

(1) Before the completion of the Master's examination the candidate can be informed about his or her grades or credits and examination credits through Office of Examination Affairs or through the online function provided Office.

(2) Within a year after the completion of an examination the candidate through a written request to the Examination Committee, view his or hers Examination documentation containing the assessments and remarks of the Examiner, as well as the examination protocol.

§ 22 Effective Date, Interim Regulations

This Examination Regulation will become effective on the day following its publication in the Government Gazette of Rheinland-Pfalz.

Kaiserslautern, 16th July 2012

The Dean

Of the Department of Biology

The University of Kaiserslautern

(Prof. Dr. Thorsten Stoeck)

Annex 1:

Module Structure of the Master Program Ecology and Microbial Biodiversity

Code	Module Description (Type of Course)	Type of Course	Examination [§]	SWS	CP
T1	Theory 1*	Lecture	Written; graded	4	6
T2	Theory 2*	Lecture	Written; graded	3	6
T3	Theory 3*	Lecture	Written; graded	3	6
T4	Theory 4*	Lecture or Seminar	Oral or written; ungraded	4	6
CC	Courses of choice [§]	Different Course	Oral or written; ungraded	8-12	15
VP1	Advanced Practical 1*	Practical	Oral or written; graded	8	12
VP2	Advanced Practical 2*	Practical	Oral or written; graded	8	12
VP3	Advanced Practical 3*	Practical	Oral or written; ungraded	8	12
RP	Research Practical*	Practical	Oral; graded	---	15
MT	Master Thesis (including presentation)*	---	Graded	---	30

* Compulsory Courses. § Obligatory elective courses (incl. 3-6 CP Soft skills). § The form of the examination will be announced at the beginning of the course.

Annex 2:

Entry Requirements for the Master Program Ecology and Microbial Biodiversity

- (1) Entry Requirements for the consecutive Master Program Ecology and Microbial Biodiversity in the Department of Biology at the University of Kaiserslautern are:
- a) a Bachelor Degree (B.Sc.) or an equivalent Degree in Biology or a related Program (with studies contents according to Table 1) with a study length of at least three years 180 credit points.
 - b) successful completion of all theoretical and practical courses in at least four out of five of the fundamental Biology courses from Column A of Table 1,
 - c) at least 30 credit points from non Biology courses based on Column B of Table 1.
 - d) at least 24 credit points in the subject in Table 1 column and
 - e) at least 50 evaluation points that will be determined by the representatives from the Faculty Council as follows (see § 2 clause 2):
 1. the Bachelor Degree grade according to Table 2
 2. the scope of the subject specific prerequisites for the target Master Program according to Table 3 and
 3. the grade from the specialized area according to Table 4 which is calculated by the arithmetic mean of the grades a) The basic Botany, Zoology and (Molecular) Genetics, (b) the subjects from Table 1 column C and c) the grade of the Bachelors Thesis as long as this can be recognized as a specialist prerequisites.
- (2) In cases where the entry requirements from (1) cannot unequivocally be determined. additional evaluation points for (1e) through an eligibility interview (for a maximum of 10 evaluation points) in which the exceptional suitability for the specialist field can be determined, and further program course related qualifications can be achieved (per qualification a maximum of 3 evaluation points and a total of maximum 16 such points). For that:
- a) Study and Research visits abroad,
 - b) Professional and practical experience outside the studies and
 - c) Extensive specialist performance, e.g. awards and scientific publications of the applicant from which an exceptional performance is to be expected,
- can be counted.

Table 1: Requirement catalog specialist prerequisites

Subject	
A	Botany, Biochemistry, (Molecular) Genetics, Cell Biology, Zoology
B	Chemistry (excl. Biochemistry), Mathematics (incl. Statistics und Biostatistics), Physics
C	Biodiversity, Bioinformatics, Evolution, Microbiology, Ecology*, Plant Physiology

* Compulsory.

Table 2: Conversion Bachelors Grade* to Evaluation Points

Bachelors- Grade*	Evaluation Points	Bachelors- Grade*	Evaluation Points
1.0	42	2.6	26
1.1	41	2.7	25
1.2	40	2.8	24
1.3	39	2.9	23
1.4	38	3.0	22
1.5	37	3.1	21
1.6	36	3.2	20
1.7	35	3.2	19
1.8	34	3.4	18
1.9	33	3.5	17
2.0	32	3.6	16
2.1	31	3.7	15
2.2	30	3.8	14
2.3	29	3.9	13
2.4	28	4.0	12
2.5	27		

* or provisional overall grade

Table 3: Evaluation of the scope of subject specific prerequisites corresponding to the subjects from column C Table 1

Evaluation Points					
1	2	3	4	5	6
24-28 CP	>28-32 CP	>32-36 CP	>36-40 CP	>40-44 CP	>44-48 CP

CP = Credit Points

Table 4: Conversion Subject Specific Grade to Evaluation Points

Subject Specific Grades	Evaluation Points	Subject Specific Grades	Evaluation Points
1.0	21	2.6	13
1.1	20.5	2.7	12.5
1.2	20	2.8	12
1.3	19.5	2.9	11.5
1.4	19	3.0	11
1.5	18.5	3.1	10.5
1.6	18	3.2	10
1.7	17.5	3.2	9.5
1.8	17	3.4	9
1.9	16.5	3.5	8.5
2.0	16	3.6	8
2.1	15.5	3.7	7.5
2.2	15	3.8	7
2.3	14.5	3.9	6.5
2.4	14	4.0	6
2.5	13.5		