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for the Master's Programme History & Economics at the University of Bayreuth dated 1 August 2023

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

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Purpose of the master's examination

¹The master's examination, as the culmination of the master's programme History & Economics, is designed to assess whether the candidate displays the following competencies:

- identifying and assessing long-term economic changes;
- critically collecting and classifying historical economic data;
- grasping complex economic relationships between different countries and economic areas;
- the ability to clarify current politico-economic controversies from history, economics, and the social sciences with insights from economic history;

and has acquired the subject-related understanding described in the present regulations when applying the methods of empirical economic history, critically appraising sources, and historical contextualization. ²At the same time it determines whether the candidate possesses the requisite understanding of subject-related and interdisciplinary connections to pursue further independent academic research. ³The master's programme History & Economics, including all examinations, is conducted in English. ⁴Upon passing the master's examination, the University, by way of the Faculty of Humanities & Social Sciences, awards the academic degree "Master of Arts" (abbreviated as M.A.).

§ 2

Admission to the programme; qualification

- (1) ¹Admission prerequisites for the master's programme are as follows.
 - 1. a university degree with a grade of "gut" (2.5) ["good"] or better in the bachelor's programmes Economics, History, or Philosophy & Economics at the University of Bayreuth, or an equivalent degree;
 - 2. proof of English skills at level B2 or better of the Common European Framework of Reference for Languages for applicants who neither earned their higher education entrance qualification nor their initial degree in the English language.
 - 3. proof of German language skills at level A1 or better of the Common European Framework of Reference for applicants who neither earned their higher education entrance qualification nor an initial degree in the German language; Applicants who do not meet this requirement will be enrolled on the condition that they submit the proof of the required language proficiency by the end of their second semester of study at latest.

- 4. the determination of the suitability for the specific course of study in a procedure according to Annex 2, insofar as the required average grade is not available for a degree according to No. 1 or in the case of Para. 3 Sentence 4.
- ¹The qualifications may not differ substantially in terms of the earned competences from the qualifications referred to in para 1 number 1. ²If there are substantial compensable differences, applicants may be admitted subject to the proviso that, in addition to the assessment components to be completed in the master's programme, they also successfully complete coursework and examinations in the amount of up to 30 credit points in the relevant bachelor's programme by the end of the second semester of study at latest; otherwise, the prerequisites for admission to the programme are deemed not to have been fulfilled. ³In such cases, the relevant examination and study regulations for the bachelor's programmes at the University of Bayreuth given in para 1 number 1(as amended) shall apply. ⁴Art. 63 BayHSchG applies to determining the eligibility of domestic and foreign degrees. ⁵Such decisions as described in sentence 1 to 4 are to be made by the board of examiners established according to § 5.
- (3) ¹If the relevant initial degree certificate is not yet available, confirmation containing the individual grades for all examinations and courses up to the registration deadline must be submitted. ²Such coursework must amount to at least 150 ECTS points and correspond to a final grade of "gut" (2,5) or better. ³Applicants who fulfil the requirements of sentence 2 are to be enrolled on the condition that they submit the certificate of the relevant degree certificate with a grade of "gut" ["good"] or better by the end of the first semester of study. ⁴Applicants who submit partial evidence as described in sentence 2 and who may not succeed in achieving the required grade for their degree given in para 1 number 1 are to undergo the aptitude assessment process as given in Annex 2.
- (4) Students who are enrolled in the master's programme History & Economics are considered ipso facto to be admitted to the examinations.

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

(1) ¹The master's programme History & Economics can be completed as a full-time or part-time student. ²Upon enrolment, the applicant must decide whether he or she wants to complete the programme of study as a full-time or part-time student. ³Changing from full-time to part-time study or from part-time to full-time study is possible within the enrolment period of each new semester. ⁴The programme comprises four semesters of full-time study including the master's thesis (standard period of study). ⁵The programme comprises eight semesters of part-time study including the master's thesis (standard period of study). ⁶Unless special provisions are made in the present regulations, the deadlines specified for full-time study also apply to part-time study.

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

Components of the programme of study

- (1) The master's programme History & Economics is divided into modules and is made up of the following module areas:
 - (1): Foundations of Economic History
 - (2): Skill Convergence
 - (3): Skills and Methods
 - (4): Specialization
 - (5): Research and Debate
 - (6): Career Profile
 - (7): Master's Thesis
- 10 one required component is completion of an internship totalling six weeks in a career-relevant field, generally not at the University. ²Students who would like to carry out internships over a longer time period on a voluntary basis and beyond the terms of the examination regulations are expressly encouraged to do so and shall be given support. ³The time frame for carrying out the internship, generally to be scheduled during the semester break, is geared towards the requirements of the hosting institution and is to be organized by the student independently. ⁴The relevant hosting institution is to provide certification of the type of internship and its duration. ⁵A detailed internship report of 8-12 pages must be prepared on the internship activities.
- ¹The completion of additional examinations in the module areas (2) and (4) beyond the required scope is possible; § 17 para 1 is to be observed. ²There is no obligation to repeat failed examinations taken for the purpose of earning additional credits.

§ 5

Board of examiners

(1) ¹A board of examiners shall be formed to make the necessary decisions with regard to the admission to the master's programme and the organizational execution of the master's examination. ²The board of examiners shall administer the examination proceedings in accordance with the present regulations and make all decisions with the exception of the

examinations and the assessment thereof. ³It shall consist of three members, each having one substitute representative. ⁴The members of the board of examiners and their substitute representatives shall be elected by the respective faculty council from among the professors and junior professors (Art. 19, Para. 1, Sentence 1 BayHIG) of the Faculty of Humanities & Social Sciences (area of History, at least one member) and the Faculty of Law, Business & Economics (area of Economics, at least one member) for a period of three years. ⁵The board of examiners shall elect a chair and deputy chair from among its members.

- 1 The board of examiners constitutes a quorum if the majority of members are present and entitled to vote after an invitation had been sent to all members at least three days prior to the meeting.

 2 The decisions taken by the board of examiners in its meetings are to be made on the basis of majority vote. 3 Vote abstention, secret voting, and proxy voting are prohibited. 4 If votes are equally divided among its members, the chair's vote shall be decisive.
- (3) ¹The chair of examiners shall ensure that the provisions of these regulations are followed. ²He or she shall convene the meetings of the board of examiners and shall act as chair of its proceedings and decisions. ³With regard to matters that cannot be postponed, he or she is authorized to make decisions on behalf of the board of examiners. ⁴He or she must promptly inform the other members of any such decision at the next meeting at latest. ⁵In addition, unless otherwise provided by the present regulations, the board of examiners can transfer (until revoked) the right to perform other duties of the board to the chair. ⁶The chair can delegate tasks to members of the board of examiners.
- (4) The board of examiners shall regularly report to the faculty council concerning updates to examination schedules and study periods and may make suggestions for reforming the present regulations.
- (5) ¹Any notices the board of examiners issues under the terms of the present regulations are to be published together with a rationale and information concerning how to appeal. ²Notices of appeal shall be issued by the president in consultation with the board of examiners.

§ 6

Examiners and co-examiners

(1) ¹Any person who is authorized to administer examinations at institutions of higher education according to 85 BayHIG or HSchPrüferV, as amended, may serve as examiner. ²Any member of the University of Bayreuth who is a graduate of an equivalent or comparable programme of study may serve as co-examiner.

- ¹If a member of the University of Bayreuth who is an authorized examiner leaves the University, he or she may remain an examiner for a reasonable period. ²Authorization to administer examinations shall generally remain valid for up to three years.
- ¹Unless otherwise decided by the chair of examiners, the relevant supervisor shall also serve as examiner. ²If that instructor is not authorized to administer examinations as laid out in sentence 1, the chair of examiners shall appoint an examiner at the beginning of the semester in which the examination is to be held.

Disqualification due to personal involvement; confidentiality

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

§ 8

Credit transfer

- (1) The recognition and crediting of competencies shall be determined in accordance with Art. 86 BayHIG.
- ¹If credits are recognized for competencies, the grades are to be carried over and included when calculating the final grade, as long as the grading systems are analogous. ²If the grading system for the competencies to be transferred does not correspond to the grading system given in § 16, the grades received at the other higher education institution are to be converted using the Modified Bayarian Formula:

$$x = 1+3*(N_{max} - N_d)/(N_{max} - N_{min})$$

where x is the grade to be calculated, N_{max} is the highest possible grade, N_{min} is the highest passing grade, and N_d is the actual grade; in this calculation, the grade to be calculated is only given to one decimal place and is not adjusted to fit the grading scale given in § 16. ³If a conversion according to sentence 2 is not possible, the board of examiners shall determine a corresponding key for the grade conversion. ⁴If a grade is not available and cannot be determined, the remark "passed" will be entered; in this case, it will not be included in the calculation of the final grade. ⁵The board of examiners in consultation with the relevant representative from the subject area shall decide whether the requirements have been met for credit transfer. ⁶If credit transfer is

denied, the person concerned can appeal the decision by submitting a request for the University Governing Board to review the decision within four weeks of notification of denial. ⁷The University Governing Board shall provide the board of examiners with a recommendation on how to proceed with the request.

- (3) recognition of credit requests are to be submitted to the board of examiners as soon as possible following enrolment and in any event prior to the commencement of the examination proceedings in the relevant module.
- (4) Paragraphs 2 and 3 shall apply mutatis mutandis to the crediting of competencies, subject to the maximum limit pursuant to Art. 86 para 2 Sentence 2 BayHIG.

§ 9

Times for holding examinations; announcing examination times and examiners

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

§ 10

Elements of the examination

- (1) The master's examination comprises the module examinations listed in Annex 1 and the master's thesis.
- (2) The examinations serve to demonstrate that the examinee has satisfied the desired learning outcomes of the individual modules.

Forms of examination

- (1) ¹Examinations are carried out in the form of written examinations, oral examinations, take-home tests, term papers, and presentations. ²The possible forms of examination in the modules are given in Annex 1.
- ¹Assessment of examinations is to be carried out according to the process announced by the board of examiners. ²Notifications will not be sent individually. ³Students are required to familiarize themselves independently with the terms of the present regulations pertaining to repeating examinations; they are responsible for informing themselves of examination results.
- (3) ¹If an examination is assessed by more than one examiner, the grade shall be determined by taking the average of the grades assigned and truncating (not rounding) the number to one decimal digit. ²In the case described in para 7, sentence 1 does not apply. ³If a written examination is assessed as "failed" or "unsatisfactory", it must be assessed by a second examiner.
- 1Written examinations are to held over a period of at least one hour and no longer than two hours; the duration of the examination should be appropriate to the requirements of the corresponding course. The relevant examiner shall decide which resources may be used during the examination.

 3 A written record of the examination is to be made. The invigilator shall confirm the accuracy of the record by providing his or her signature. The examination record sheet is to include all aspects of the examination that are relevant to determining the grade. For written examinations, parts of the examination can also be conducted on the PC.
- (5) ¹If a candidate arrives to the examination late, he or she shall not be given additional time to finish the examination. ²Candidates may leave the room during an examination if permission is granted by the invigilator. ³The time and duration of absence are to be noted on the question paper.
- ¹Written examinations are generally graded by the examiner who was appointed by the chair of examiners. ²The relevant examiner determines the grades for the written examinations under the terms of § 16. ³An assessment of each written examination shall be provided no later than six weeks after the examination. ⁴The graded copy of the written examination shall remain in the examination records.
- ¹Written examinations may be conducted fully or in part using multiple choice testing. ²If written examinations are conducted only in part using multiple choice testing, the terms of paragraphs 4 and 6 sentences 1 and 2 apply for the portion that is not multiple choice. ³The questions in the multiple choice section are to be written by the two examiners. ⁴Prior to the examination time, the examiner shall decide which answers are correct and how many points are to be awarded for each correct answer, i.e. how to weight correct answers in relation to the total points. ⁵If the written examination is conducted only in part by using multiple choice testing, weighting for the

individual parts must also be stipulated. ⁶Grading of examinations may be carried out with the help of an optical mark sense reader.

- 1A multiple choice examination is considered passed, if the examinee achieves a certain absolute number of correct answers (at least 50% of the total points) or on a relative basis. ²The relative cut-off grade is to be determined by taking the average of the points achieved by those examinees taking the examination for the first time, less 10%. ³The relative cut-off grade is only to be taken into account if it is below the absolute cut-off grade. ⁴Cut-off grades that are not whole number values shall be rounded in favour of the student. ⁵An examination is considered passed if a grade of "ausreichend" [sufficient] (4,0) or better is achieved. ⁶If an examination is conducted using multiple choice testing and the lowest passing grade (the relative cut-off grade if it is below the absolute cut-off grade, otherwise the latter) or better is achieved, the grades shall be as follows:
 - 1,0 ("sehr gut"/ very good), for 90% or better
 - 1,3 ("sehr gut"/ very good), for at least 80% or better but less than 90%
 - 1,7 ("gut"/ good), for 70% or better but less than 80%
 - 2,0 ("gut"/ good), for 60% or better but less than 70%
 - 2,3 ("gut"/ good), for 50% or better but less than 60%
 - 2,7 ("befriedigend"/ satisfactory), for 40% or better but less than 50%
 - 3,0 ("befriedigend"/ satisfactory), for 30% or better but less than 40%
 - 3,3 ("befriedigend"/ satisfactory), for 20% or better but less than 30%
 - 3,7 ("ausreichend"/ sufficient), for 10% or better but less than 20%
 - 4,0 ("ausreichend"/ sufficient), if the cut-off grade has been achieved, but less than 10% of the possible points beyond the lowest passing grade were achieved.

⁷Cut-off grades that are not whole number values shall be rounded in favour of the student. ⁸If the lowest passing grade (cut-off grade) is not reached, a grade of 5,0 ("nicht ausreichend"/insufficient") is assigned. ⁹If an examination is conducted using multiple choice testing, the following details are to be included when determining the results:

- cut-off grades,
- grade achieved,
- percentage of the number of points exceeding the lowest passing grade or percentage of the number of points.

¹⁰If the examination is only carried out in part via multiple choice testing, grades shall be assigned for the individual parts. ¹¹In this connection, § 16 para 2 applies accordingly. ¹²The details above also apply to the multiple choice portion.

- 10 of the particular course. 20 of examinations are conducted in English, and are administered by two examiners or one examiner and one co-examiner. 30 one examiner or the co-examiner shall complete an examination record sheet for the oral examination that includes the following: location, start time, and duration of the examination, examination subject-matter and results, names of the examiner and co-examiner, name of the candidate, and any noteworthy incidents. 4 The record sheet is to be signed by the two examiners or by the examiner and co-examiner. 5 The examiners are to determine the grades for performance in the oral examinations under the terms of § 16.
- (10) ¹In the case of an oral examination, students who intend to take the same examination within the next two semesters are given preference as listeners, within the limits of the space available. ²The examination can be conducted without an audience if so requested by the candidate. ³Discussion and announcement of the examination results (grade) shall not be conducted in public.
- (11) ¹Take-home tests are completed within 36 hours. ²The assignment will be made available to students online at a set time. ³Submission is carried out electronically. ⁴Paragraphs 6 and 8 apply mutatis mutandis.
- 17 Term papers of 10-20 pages are written following the underlying course. The topic is to be assigned by the relevant examiner in consideration of the candidate's request. The processing period is generally 12 weeks. The topic of the work is to be such that it can be completed within this time limit. The examiner may extend this deadline by up to two weeks at the request of the candidate and after having heard the examiner in case of reasons beyond the candidate's control. The candidate demonstrates via a medical certificate that he or she was unable to work on the paper, the deadline is to be extended accordingly. Term papers that are not submitted by the stated deadline are to be graded as "nicht ausreichend" ["unsatisfactory"]. The examiner shall determine the grade under the terms of § 16. The graded copy of the written examination shall remain in the examination records.
- (13) ¹Presentations are to be held part of the courses on which they are based. ²The topic, type of written work involved, duration, and scope shall be clarified with the relevant instructor. ³Presentations can last between 15 and 30 minutes, depending on the workload. ⁴Assignments are to be graded on a pass/fail basis (alternative 1) or according to § 16 (alternative 2). ⁵If alternative 1 of sentence 4 applies, the examination result shall not factor into the final grade. ⁶In case of a failing grade, the regulations for repeating examinations in § 19 shall apply.

Master's thesis

- (1) ¹The candidate's master's thesis should demonstrate that he or she is able to utilize relevant resources and adequately address and write about current issues in the field using scientific methods. ²The topic may include interdisciplinary issues.
- ¹The chair or examiners shall appoint two reviewers (according to § 6), if possible, taking into account the candidate's wishes. ²The topic of the master's thesis is generally to be assigned by the first reviewer active in the appropriate field and from the Faculty of Humanities & Social Sciences or the Faculty of Law, Business & Economics by way of the chair of examiners. ³Record is to be made of the date on which the topic was assigned. ⁴It is recommended that the master's thesis be completed in the fourth semester (full-time study) or the sixth semester (part-time study).
- 1 The master's thesis is integrated into the programme of study and corresponds to a workload of 840 hours. ²The master's thesis is to be submitted no later than six months after the topic was assigned in the case of full-time study or 12 months in the case of part-time study. ³The chair of examiners may extend this deadline by up to 12 weeks in the case of full-time study or 18 weeks in the case of part-time study at the request of the candidate and after having heard the supervisor if there are reasons beyond the candidate's control. ⁴If the candidate demonstrates via a medical certificate that he or she was unable to work on the thesis, the deadline is to be extended accordingly. ⁵Theses that are not submitted by the stated deadline are graded as "nicht ausreichend" ["unsatisfactory"].
- ¹The master's thesis may be written in German or English. ²The master's thesis shall contain a statement at the end in which the author confirms that he or she wrote the thesis independently and did not make use of any sources or materials that are not cited in the thesis. It shall also be confirmed that the thesis had never before been submitted toward fulfilment of an academic degree. ³A synopsis in the German language is to be included if the master's thesis was written in English.
- ¹The master's thesis must be submitted in electronic form (printable PDF document) by the deadline. ²Submission is carried out by uploading the document via the form server. ³The Examinations Office will make a note of the date on which the thesis was submitted.
- (6) The thesis must contain a table of contents and bibliography.
- ¹The candidate may return the topic to the board of examiners once within the first two weeks.

 ²Paragraphs 1 to 6 also apply when assigning and working on a new topic.
- (8) ¹Examinations Office shall forward the thesis to the reviewers appointed. ²The grades shall be made available no later than two months after submission of the thesis. ³Each assessor shall

- provide a recommendation as to whether the thesis is to be accepted or rejected and assign a grade in accordance with § 16. ⁴In special cases, the board of examiners may call upon an additional assessor, especially if the grades assigned vary by more than one point.
- (9) ¹If different grades are assigned, the grade for the master's thesis shall be the arithmetic mean of the assessments. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded).³§ 11 para 2 applies mutatis mutandis.
- (10) ¹The content of the master's thesis is to be presented in a 20 to 30-minute talk (viva voce). ²The talk is given in front of the reviewers and is open to the public. ³Upon request, the talk held by the student may not be public. ⁴Assessment is to be carried out on a pass/fail basis. ⁵If the grade is "failed", the talk can be repeated once. ⁶The viva voce is not included in the calculation of the overall grade of the master's examination.
- (11) One copy of the master's thesis is to remain on record.

Credit point system

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

§ 14

Consideration of protective provisions

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

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

- or chronic illnesses under the terms of the Bavarian Equal Opportunities for Disabled Persons Act are to be appropriately accommodated. ²Upon written request, the board of examiners shall determine on the basis of the degree of disability or chronic illness in what form the examination is to be taken; alternatively, an extension or other reasonable accommodations may be granted. ³Proof of the examination disability or chronic illness must be furnished in the form of a medical certificate stating that, due to a long-term or permanent disability or chronic illness, the examination cannot be taken in whole or in part in the intended form. ⁴The request is to be submitted together with the examination registration. ⁵If the request is submitted later, it shall only be valid for subsequent examinations.
- ¹Students in special circumstances may apply to the board of examiners for reasonable accommodations in examinations in accordance with paragraph 1. ²The board of examiners shall decide on the existence of a special life situation and the extent of reasonable accommodations.

§ 16 Grading of examinations

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

"sehr gut" (excellent) = 1,0 or 1,3

"gut" (considerably better than average) = 1,7 or 2,0 or 2,3

"befriedigend" (average) = 2,7 or 3,0 or 3,3

"ausreichend" (fulfils the minimum requirements

despite deficiencies) = 3,7 or 4,0

"nicht ausreichend" (unsatisfactory due

to considerable deficiencies) = 5,0

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

an average of 1,5 or better = sehr gut

an average of 1,6 up to and including 2,5 = gut

an average of 2,6 up to and including 3,5 = befriedigend

an average of 3,6 up to and including 4,0 = ausreichend.

§ 17 Final grade

- (1) ¹The overall grade for the master's examination is calculated by taking the arithmetic mean of the module grades relevant to the final grade (and the grade for the master's thesis), weighted according to the credit points awarded for each module. ²In this calculation, the grade shall only be given to one decimal place; the remaining digits are to be truncated (not rounded). 3If more credit points are earned in the module areas (2) and (4) than are required, only the modules with the best grades will be taken into account, taking into account the required credit points. ⁴Additional voluntary examinations are not to be taken into account in the calculation of the final grade.
- (2) Candidates who pass the master's examination are to receive a final grade as follows: an average grade of 1,2 or better is "ausgezeichnet", up to 1,5 is "sehr gut", up to 2,5 is "gut", up to 3,5 is "befriedigend", up to 4,0 "ausreichend".
- (3) The certificate or an attached document shall indicate how the final grade was calculated.
- (4) ¹In addition to the degree certificate, an ECTS grading table will be issued as stipulated in the ECTS guidelines in the version dated 6 February 2009. ²This table displays what percentage of programme graduates in a given time frame received the same final grade as described in para 2. ³Those programme graduates who were awarded their diplomas in the previous four semesters shall serve as the reference group as long as it includes at least 30 persons. ⁴The date of the last examination shall be decisive in assigning graduates to a particular semester. ⁵If the minimum number of graduates is not reached, the number of previous semesters is to be extended until the minimum number is reached. ⁶If the programme of study does not yet have as many graduates as the minimum number required of the reference group, an ECTS grading table will be issued as soon as the minimum number is reached. ⁶For degrees awarded before the minimum number is reached, an ECTS grading table will be issued at a later date upon request once the minimum number has been reached. ⁶The graduate's own graduating class is also to be included in the reference group. ⁶The size of the reference group and the time frame is to be included.

Passing the master's examination

- (1) Passing the master's examination requires a grade of "ausreichend" ["sufficient"] or better for the master's thesis and each module; in addition, all 120 credit points must be earned and all requirements mentioned in § 2 para 2 must be fulfilled.
- ¹If the candidate has not fulfilled the requirements given in paragraph 1 by the end of his or her sixth semester in full-time study or twelfth semester in part-time study due to reasons under his or her control, then the candidate shall be considered as having failed the master's examination on the first attempt. ²Examinations that were taken on time and for which the candidate received a passing grade need not be repeated.
- 1 If the missing examinations are not passed by the student within a year of the deadline given in para 2 sentence 1 for reasons under his or her control, or if all possibilities to repeat the examinations have been exhausted, then the candidate shall be considered as having failed the master's examination on the final attempt. 2 The deadline shall not take into account periods of leave and periods during which the candidate withdrew from study. 3 Notice shall be sent to inform the candidate that he or she has failed the examination on the final attempt in accordance with § 5 para 5 in conjunction with Article 41 BayVwVfG as amended. 4 The board of examiners may grant the student an extension of the deadline stated in sentence 1 for circumstances beyond his or her control.

§ 19

Repeating examinations

- (1) ¹Any examination that was failed on the first attempt can be repeated once. ²Repeating an examination for a second time is only permitted for up to three examinations. ³Students who fail the second repetition of an examination are to be considered as having failed the master's examination on the final attempt. ⁴The repetition of an examination may be held as a different form of examination in accordance with § 11; this is determined by the examiner.
- (2) Up to two examinations may be repeated voluntarily for the purpose of improving one's grade.
 ²Repeating the master's thesis with a passing grade voluntarily is not permitted.
- ¹The master's thesis can be repeated with a new topic if the student receives a failing grade for the thesis. ²Repeating the master's thesis for a second time is not permitted.
- (4) Administrative measures shall be taken to ensure that it is possible to repeat the failed examinations or a failed master's thesis within six months.

Notice of failing the master's examination

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

§ 21

Access to examination documents

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

§ 22

Defects in the examination proceedings

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

§ 23

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

(1) ¹Candidates who have registered for an examination may withdraw without providing a rationale by withdrawing by the deadline announced by the board of examiners. ²If the candidate fails to appear for an examination for which he or she was registered for reasons under his or her control or withdraws subsequent to the deadline stated in sentence 1, he or she will be considered to have failed the examination.

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

Invalidating the master's examination

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

- information, the board of examiners shall decide whether to revoke any unlawful administrative acts on the basis of the general principles of administrative law.
- (3) The candidate shall be permitted to make a statement prior to the decision.
- (4) The inaccurate degree certificate is to be taken away and, if applicable, replaced with a new one.

Awarding the master's degree; degree certificate

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

§ 26

Academic advising

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

- ¹In the course of the semester, the programme coordinator shall offer advising for all students enrolled in the master's programme. ²Advising is recommended especially for the following persons:
 - 1. new students,
 - 2. students who recently failed an examination,
 - students who have considerably less than 30 credit points per semester in full-time study or 10 credit points per semester in part-time study,
 - 4. students transferring from a different subject, degree programme, or university,
 - 5. those changing from full-time study to part-time study or from part-time study to full-time study,
 - 6. students choosing the courses for their specialization area.

Effective date

- (1) ¹These regulations go into effect on 02 August 2023. ²They shall be valid for students enrolling in this programme in Winter Semester 2023/2024 or later. ³The remaining students structure their studies according to the previous examination and study regulations for the master's programme History & Economics at the University of Bayreuth dated 15 July 2016 (AB UBT 2019/040), which were last amended on 9 January 2023 (AB UBT 2023/002); upon application to the board of examiners, they may structure their studies according to the present regulations.
- (2) The Examination and Study Regulations for the Master's Programme History & Economics at the University of Bayreuth dated 15 July 2016 (AB UBT 2016/040), last amended on 09 January 2023 (AB UBT 2023/002), shall cease to apply subject to the provision in para 1 sentence 3.

Annex 1: Modules, Credit Points, and Examinations

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

Lectures, seminars, tutorials, colloquia

The following forms of examination are possible:

Written Examination (E), Oral Examination (O), Take-Home Examination (TE), Term Paper (TP), Presentation (P)

Slashes by exams indicate alternative forms of examination.

Services marked with * are not relevant to final grades.

Module area/ module	Form of examination	Semester hours	ECTS
(1): Foundations of Economic History			
Foundations I: Growth & Crises	E	4	8
Foundations II: Global Economy	E	4	8
Foundations III: State and Institutions	TP	4	8
Total area (1)		12	24
(2): Skill Convergence			
Introduction to Economics	E/O	4	6
Introduction to Empirical Methods	E/O	3	6
or			
Introduction to Economic History	TE/E	4	6
Introduction to History	TP	2	6
Total area (2)		6/7	12
(3): Skills and Methods			
Advanced Empirical Economics I	E/O	4	8
Quantitative Methods in Economic History	TP/P	4	6
Historical Methods in Economic History	TP	2	6
Total area (3)		10	20
(4): Specialization			
Specialization 1: Seminar ¹	TP		6
Specialization 2- 3: Courses in economic history or from other departments / Summer Schools / Language Courses	open		12

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Module area/ module	Form of examination	Semester hours	ECTS
Total area (4)			18
(5): Research and Debate			
Research Colloquium	P*		8
Total area (5)			8
(6): Career Profile			
Internship (Preparation and Follow-Up)	Internship report according to § 4 para 2		8
Total area (6)			8
(7): Master's Thesis			
Master's Thesis & Defence	Thesis + P*	1	30
Total area (7)		1	30
Total			120

¹In the module area "Specialization" at least one seminar offered by a history or economics research group must be chosen.

Annex 2: Aptitude assessment process

1. Purpose of aptitude assessment process

¹The applicant's aptitude for studying in the master's programme History & Economics at the University of Bayreuth should be determined on the basis of the process under the terms of Article 90 para 1 BayHIG in accordance with § 2 para 1 number 4.²The interdisciplinary nature of the programme requires professional and methodological knowledge in the different areas of history and empirical economics. ³The aim of the aptitude assessment process is to assess whether the applicant meets the necessary prerequisites to succeed in the highly demanding master's programme and whether he or she is able to achieve an advanced understanding of the fields mentioned in Annex I to carry out independent academic work.

2. Board responsible for the aptitude assessment process

¹The board of examiners is responsible for preparing and conducting the aptitude assessment process in accordance with § 5 para 1. ²The board may include a member of the full-time academic staff in an advisory capacity.

3. Process for determining aptitude

- 3.1 ¹The aptitude assessment process is administered once every year, in Winter Semester. ²The application for admission to the aptitude assessment process must be submitted online to the University of Bayreuth. ³The online application for admission is made available on the university's website. ⁴The online application for admission must be received electronically by the University of Bayreuth by 15 July for the following winter semester (cut-off deadline). ⁵Documents as described in number 3.2.1 sentence 4 and 3.2.3 can be submitted up to 15 August.
- 3.2 The following are to be enclosed with the completed application as described in number 3.1 sentence 2:
 - 3.2.1 ¹A written rationale of up to two pages in the English language explaining the applicant's choice of the master's programme History & Economics in which the applicant explains the specific skills that make him or her particularly suitable for the programme of study. ²The academic quality of the argumentation can be demonstrated, for example, by reference to concrete research problems in economic history and coherent argumentation. ³ Inaddition to a convincing argumentation, the clear presentation of the respective competencies for the justification of the choice of the course of study can also be made, among other things, by referring to special relevant qualifications (e.g. internships, stays abroad or the voluntary participation in courses that went beyond the compulsory courses). ⁴The relevant evidence (if applicable) is to be enclosed.

- 3.2.2 A statement that the cover letter containing the applicant's motivation for choosing the programme of study was written independently, without the help of others, and that any thoughts taken from other sources were identified as such
- 3.2.3 ¹The certificate of the relevant initial degree according to § 2 as well as a confirmation with individual grades of the examinations and coursework completed during the programme of study. ²If the relevant initial degree certificate is not yet available, confirmation containing the individual grades for all examinations and courses up to the registration deadline must be submitted. ³These achievements must comprise a total of at least 150 credit points.⁴A list of the modules of the relevant first degree programme for which certificates of achievement cannot yet be submitted must be included, stating the expected examination dates.
- 3.2.5 A CV as supplementary information to serve as a basis for the interview (see 5.3).
- 3.2.5 If applicable, a request for reasonable accommodations as described in § 15.

4. Admission to the aptitude assessment process

- 4.1 Admission to the aptitude assessment process requires that the documents listed in number 3.2 be submitted on time.
- 4.2 The aptitude assessment process (number 5) is to be administered to those applicants who fulfil the requirements.
- 4.3 Applicants who are not admitted are to be sent a notice of denial with a rationale and information concerning their right to appeal; number 6.2 sentence 2 applies mutatis mutandis.

5. Overview of the aptitude assessment process

- 5.1 ¹On the basis of the application documents submitted, the committee shall determine whether the applicant is suited for studies in the master's programme History & Economics in view of his or her qualification and the specific competencies for which he or she provided evidence. ²Two members of the committee shall examine the submitted documents independently of each other. ³The evaluation is made by the committee members according to the following criteria:
 - 5.1.1 ¹The competencies that are presented in the applicant's written statement are to be assessed on a scale of 0 to 4.0 points. ²The content of the written statement is to be assessed in view of the maximum points given in parentheses on the basis of the following criteria:
 - verbal expression (0.5 points)
 - logical outline, clear structure (0.5)

- academic quality of the argumentation, reference to concrete research problems in economic history (1 point)
- justification for choice of programme, clear statement of relevant competencies, and evidence of relevant special qualifications, if applicable (2 points).
- 5.1.2 1The subject-specific study and examination achievements of the relevant first degree are assessed with a maximum of 4.0 points. 2Achievements in the fields of economic and social history, general German and European history of the 19th and 20th centuries, corporate history, global history, consumer history, theories and methods of historical science, history of economic thought, economics (macroeconomics and microeconomics I and II), institutional economics, evolutionary economics, foreign trade theory, monetary theory and policy, development economics, empirical economic research or economic sociology, management and organizational theory, marketing are considered subject-specific. ³Nonsubject-specific work may be considered if it contributes to proven competencies for reaching the goals of the programme of study. ⁴The evaluation criteria are specified in No. 9. ⁵Specific conversion factors may be applied for foreign applicants.
- 5.1. 3 ¹The number of points for the applicant is determined by taking the arithmetic mean of the individual assessments (number 5.1.1 and 5.1.2) of the committee members. ²The score is to be rounded to one decimal place behind the comma.
- 5.2 Applicants who received 5.5 points or more shall be sent a notice of having passed the aptitude assessment process.
- 5.3 The remaining applicants with less than 5.5 points are to be invited to an interview. ²The date and time of the interview are to be announced at least one week in advance. ³Anyone who fails to appear on the date and time announced will be denied admission. ⁴If a reason beyond the applicant's control prevents him or her from participating in the interview, a new appointment is to be scheduled no later than two weeks prior to the start of lectures upon justified request.
- ¹The interview is to be conducted individually in the English language for each applicant. ²The interview is to last between 15 and 30 minutes for each applicant, is held in the English language and should demonstrate whether it is to be expected that the aim of the programme of study can be achieved given the applicant's skills and abilities. ³The evaluation criteria are:
 - 5.4. 1 ¹In the interview, the candidate's academic/theoretical aptitude is first to be assessed with a view to the requirements of the programme of study. ²The applicant should demonstrate in the English language that he or she is in a position to adequately analyse, reflect on, and discuss quantitative methods and methods of source criticism.
 - 5.4.2 ¹Second, the applicant's knowledge of the historical development of economic societies is tested. ²The applicant should demonstrate via an understanding of current debates or an

intensive analysis of problems relevant to history and economics that he or she has actively dealt with the research problems of economic history.

- 5.5 The interview is to conducted by two members of the admission committee. ²Each member is to assign a grade for the interview on a scale of 0 to 4.0 points. 3The result of the aptitude assessment process is made up in equal parts of the criteria in No. 5.4.1 and 5.4.2, with 0 being the worst and 4.0 the best score to be achieved. ⁴The number of points for the applicant is determined by taking the arithmetic mean of the individual assessments of the committee members. ⁵The score is to be rounded to one decimal place behind the comma.
- ¹The overall assessment of the aptitude assessment process is made up of the score for the interview and the previous examinations and coursework as described in number 5.1.2.
 ²Applicants who received 5.5 points or more in the second stage of the aptitude assessment process shall be sent a confirmation of having passed the aptitude assessment process.
- 5.7 ¹A written record shall be made of the interview, indicating the date, duration, location, name of committee members involved, the name of the applicant, the topics discussed, the assessment of the board members, and the overall outcome as well as any essential reasons for the assessment. ²The essential reasons and topics may be listed in note form. ³The record sheet is to be signed by the committee members who were present.

6. Determining and announcing results

- 6.1 The course of the aptitude assessment process must be documented; in particular, the decisions of the committee in accordance with the present regulations and the overall outcome must be evident.
- of denial containing a rationale and information concerning the right to appeal are to be signed by the chair of the committee.
- 6.3 Admission based on the aptitude assessment process for the master's programme History & Economics shall remain valid for future applications to this programme of study as long as the content and goals of the programme do not change so significantly that aptitude for this programme can no longer be demonstrated by having undergone the aptitude assessment process at an earlier date.

7. Repeating the process

Applicants who did not provide evidence of aptitude for the master's programme History & Economics may register for the aptitude assessment process one more time.

8. Aptitude assessment process for higher semesters

For applicants who wish to enter advanced semesters (university transfer, career changers), nos. 3 to 7 apply accordingly.

9. Assessment key

The subject-specific study and examination achievements of the relevant first degree (No. 5.1.2) are included in the assessment according to the following table:

POINTS	ASSESSMENT
4.0 – 3.5 points	outstanding work that displays a clear focus on the area of economic history with a grade of 1,5 or better
3.4 – 2.4 points	Performance that either has a clear focus in the narrow field of economic history with a grade lower than 1.5 or performance that is considered subject-specific with a grade of at least 1.5
2.3 – 1.3 points	work that is considered subject-specific with a grade that was below 1,5
1.2 – 0.6 points	Non-subject-specific work that meets the demands of the programme History & Economics despite some shortcomings

Issued on the basis of a decision made by the University of Bayreuth's Senate on 19 July 2023 and approved by the President of the University of Bayreuth on 27 July 2023, Ref. No. A 3396/7 - I/ 1.

Bayreuth, 01 August 2023

[seal]

UNIVERSITY OF BAYREUTH THE PRESIDENT
[signature]
Professor Dr. Stefan Leible

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

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

The date of the announcement is 01 August 2023.

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