

Examination Regulations 2017

Bachelor's Degree Programme

International Business (BSc)

Sankt Augustin Campus, Hochschule Bonn-Rhein-Sieg University of Applied Sciences

Only the German version of this document is legally binding!

As of 20 April 2017

By virtue of Article 2 paragraph 4 and Article 64 of the Higher Education Act of the German Federal State of North Rhine-Westphalia (§ 2 Abs. 4 and § 64 of the Gesetz über die Hochschulen des Landes Nordrhein-Westfalen; henceforth abbreviated as HG NRW) in the version of 11 September 2014 (GV.NRW. p.547), the Department of Management Sciences of the Sankt Augustin Campus of the Hochschule Bonn-Rhein-Sieg University of Applied Sciences has issued the following Examination Regulations:

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I. General Provisions

Article 1 - Scope of the Examination Regulations

These Examination Regulations shall apply to all examination matters including the final examination of the English-language Bachelor's Degree Programme "International Business" of the Department of Management Sciences at the Sankt Augustin campus of the Hochschule Bonn-Rhein-Sieg University of Applied Sciences.

Article 2 - Objectives of the Programme, Purpose of the Bachelor's Examination, Academic Degree

(1) In compliance with the general study objectives (Article 58 HG) the degree programme aims to equip students especially with application-oriented knowledge of their subject and its practical implementation. At the same time the international mobility of the students ought to be enhanced. They shall be enabled to analyse processes and problems in particular of the international business practice, to develop practice-oriented solutions and to take into account even non-academic aspects and intercultural issues. Furthermore, the course of study shall develop the creative and artistic abilities of the students and prepare them for the Bachelor's examination.

(2) The Bachelor's degree a first academic degree that qualifies for a profession. The Bachelor's examination is intended to assess whether or not the candidate has achieved the objectives of the degree programme.

(3) Having passed the Bachelor's examination, students are awarded the academic degree "Bachelor of Science" (BSc). The degree principally qualifies for taking up a Master's degree course.

Article 3 - Prerequisites

(1) To be admitted to the degree course, applicants have to submit evidence of a university of applied sciences entrance qualification or an equivalent certificate.

(2) English language skills shall be considered as proven if the results of an English language test match at least the level B2+ of the "Common European Framework of Reference for Languages".

(3) Applicants shall be denied admission if they have irrevocably failed an examination required by the examination regulations for the chosen degree programme at any other university under the jurisdiction of the German Basic Law or if they have forfeited their entitlement to participation in the examination for any other reasons. This shall apply accordingly to degree programmes whose content is closely related to that of the earlier course of study. The Examination Board shall determine whether the degree programme in question is 'closely related' (Art. 6 par. 1).

Article 4 – Standard Period of Study, Extent of Studies, Teaching Language

(1) The standard period of study is seven semesters, including one study abroad semester and the Bachelor's thesis. The degree programme is divided into modules. Each of these are awarded credits in line with the European Credit Transfer System (ECTS). Students shall be awarded a total of 30 credits if they have fulfilled all the requirements for completing a standard study semester. The Bachelor's degree programme comprises a total of 210 credits.

(2) One ECTS credit is equivalent to a workload of 25-30 clock hours. This results in a total workload of 5,250-6,300 clock hours for the complete programme.

(3) The teaching language is English.

(4) Students are obliged to submit an application for the admission to all examinations of the first semester by the end of the fourth semester at the latest (see Art. 11 par. 1 and 2); otherwise their entitlement to take the examination is forfeited, unless the student provides evidence that he/she is not liable to the non-compliance (Art. 9 par. 2). In this case particularly the reasons stated in the Higher Education Act Art. (64 par. 3a) shall be taken into consideration. If an examination is deregistered (Art. 17 par. 5), the registration shall be considered as not having taken place.

(5) The degree programme always starts in the winter semester.

(6) The courses take place either at the Sankt Augustin campus or the Rheinbach campus.

Article 5 - Scope and Outline of the Bachelor's Examination, Examination Period

(1) The Bachelor's examination consists of modular examinations accompanying the course of study. Students who have passed the required examinations may complete the degree programme ahead of schedule.

(2) Credits for a module shall be awarded to those students who can provide evidence of having passed the corresponding examinations. The examinations shall be held at the time when the particular module or tuition unit must be completed in accordance with the Study Plan. The Study Plan, which is part of the Examination Regulations, shall ensure that students can take all lecture-accompanying examinations by the end of the seventh semester.

(3) The heads of the degree programme shall draft a module catalogue which is based on the descriptions of the module convenors and which shall provide information on the following matters in particular:

- Name and ID number of the module
- Individual course titles
- Semester, Regular cycle, Duration of the modules
- Allocation of the individual courses to the Study Plan
- Workload (contact time, self-study) and credit points
- Prerequisites for attending the course and preferable previous knowledge
- Objectives and composition of each course
- Types of the courses
- Possible types of examination, Possible language of the examination
- Requirements for the awarding of credit points, Value of the examination mark as part of the final grade as well as the module convenors.

Article 6 – Examination Board

(1) By these Examination Regulations the Examination Board of the Department of Management Sciences at the Sankt Augustin Campus assumes the duties assigned to the Bachelor's degree programme "International Business". The Examination Board is an independent examination body of the Bonn-Rhein-Sieg University of Applied Sciences.

(2) The Examination Board consists of six people, who are elected by the Departmental Council:

1. three members from the ranks of the department's professors
2. one member from the ranks of the department's academic staff
3. one member from the department's facility management/administration
4. one member from the ranks of the department's students.

The members of the Examination Board elect a chairperson and a deputy chairperson from the ranks of professors. Except the chairperson and the deputy chairperson, each member of the Examination Board shall be elected along with a deputy. The term of office for the elected members of the Examination Board is two years – except for the student member, whose term of office is one year. Re-election is permissible.

(3) The Examination Board ensures that the Examination Regulations are observed and that the examinations are conducted in accordance with the Examination Regulations; it also decides on the type and form of the examinations (Art. 17 par. 1-3, Art. 18 par. 2). It is, in particular, responsible for making final decisions on objections to decisions taken during the examination procedures. The Examination Board shall inform the Departmental Council of the development of the examinations and study periods. If the actual average study period differs from the standard period of study, the Examination Board shall propose to the Departmental Council examination-related measures to reduce the study periods. It shall also make recommendations on the reform of the Examination Regulations. The Examination Board may transfer to the chairperson of the Examination Board the following responsibilities as a whole or on a case-by-case basis:

- Determining whether a study programme is 'closely related' to the chosen degree programme (Art. 3 par. 3)
- Appointment and dismissal of the examiners (Art. 7 par. 1, Art. 12 par. 6, Art. 19 par. 2 and 3, Art. 22 par. 2)
- Recognition of study and exam achievements, including failed attempts to pass an examination (§ 8 Abs. 2, 3 und 8; § 13 Abs. 2)
- Granting permission to withdraw from an examination (e.g. by recognition of a medical certificate on the inability to take an examination); allowance of non-compliance; obligation to submit an attestation of an independent medical examiner (Art. 9 par. 2)
- Granting different examination methods in the event of physical handicap or interests worth being protected (Art. 9 par. 3)
- Extension of the internship; post hoc partition of the internship; post hoc change of the internship (Art. 12 par. 8)
- Determining the details of an examination, in particular the language and type of examination as well the permitted auxiliary means (Art. 14 par. 4)
- Admission and subsequent admission to examinations (Art. 17 par. 4 and 5)
- Admission to the Bachelor's thesis and extension on the time allotted to write the thesis (Art. 20 par. 4, Art. 21 par. 2).

This shall not apply to decisions on objections.

(4) The Examination Board shall have a quorum if, apart from the chairperson or the deputy chairperson, a further member from the ranks of the voting professors and at least one other voting member are present. The Examination Board decides by simple majority. In case of a tied vote, the chairperson's vote or, in the event of his/her absence, the deputy chairperson, shall have the deciding vote.

In the case of objective reasons, the Examination Board may take decisions outside the regular board meetings and vote by means of a written/electronic circulation procedure which shall be subject to a deadline. The circulation procedure shall apply only if all members of the Examination Board agree on it.

The student member shall not take part in the discussion and the decision-making on issues concerning examination tasks or his/her own examination procedure.

(5) The members of the Examination Board as well as a commissioner from the President's Office are entitled to be present during examinations. Students who take the same examination on the same examination date are exempt from this regulation.

(6) The members of the Examination Board, the examiners and the assessors are officially bound to maintain confidentiality. If they are not civil servants, the chairperson of the Examination Board shall oblige them to maintain confidentiality.

(7) Incriminating decisions taken by the Examination Board or by its chairperson shall be communicated to the students concerned without delay. Prior to this procedure, students shall be given the opportunity to be heard.

Article 7 - Examiners and Assessors

(1) The Examination Board shall appoint the examiners and assessors who conduct the examinations and the Bachelor's thesis. Only teaching staff of the university are entitled to conduct examinations, furthermore lecturers with experiences in the professional practice and education, insofar as this is necessary or appropriate to achieve the objectives of the examination. Exam achievements may only be evaluated by persons with at least the same qualification or a qualification which is accepted as equivalent to the qualification to be evaluated.

(2) If more than one candidate is invited to the examination, at least one examiner must have taught the subject in which the examination is taken. Assessors are required to have either the same qualification or a qualification which is accepted as equivalent to the one assessed in the examination (competent assessor).

(3) When conducting the examination, the examiners are not bound to any instructions.

(4) Candidates are entitled to propose an examiner to supervise the Bachelor's thesis. The Examination Board shall ensure that the duties involved in conducting the examination are equally divided among the examiners. The candidate's suggestion shall be taken into account to the extent deemed possible.

Article 8 - Recognition of Qualifications

(1) Upon request, examinations passed in the same degree programme at other state-run or state-approved universities, at state-run or state-approved universities of cooperative education or in degree programmes at state-run or state-approved universities abroad shall be officially recognised if the skills acquired do not differ considerably from the substituted examinations. Examinations which have been passed in other degree programmes offered by the Bonn-Rhein-Sieg University shall be considered as equivalent to examinations taken at other universities. The recognition of qualifications in line with the sentences 1 and 2 aims at the continuation of the studies, the passing of examinations or at taking up another study.

(2) The Examination Board carries out the recognition procedure. In the event of doubt, it decides on the recognition after having consulted the examiners.

- (3) It is the student's responsibility to provide the information required for the recognition of the qualification. In case that a request in line with paragraph 1 is assumed not to meet the requirements for recognition, the onus lies with the Examination Board.
- (4) Decisions on requests in line with paragraph 1 shall be taken within a period of six weeks after the submission of the complete documents in accordance with paragraph 3.
- (5) In accordance with the official recognition criteria set out in paragraph 1, the Bonn-Rhein-Sieg University may - and is obliged to on students' request - grade the student into a semester whose number equals the ratio between the recognized number of ECTS credits and the total number of the ECTS credits to be gained in the degree programme in question. If the digit after the decimal point is lower than five, the number of semesters shall be rounded down to the next whole number; in all other cases, it shall be rounded up.
- (6) If a request for recognition under the terms of paragraph 1 is denied, the student may request a review of the decision by the President's Office; the President's Office shall give the Examination Board a recommendation on how to deal with the request.
- (7) Upon request, other skills and qualifications may be recognised based on the documents submitted if level and content of the skills and qualifications acquired are equivalent to those of the examinations to be substituted.
- (8) Cooperation agreements – between the Department of Management Sciences and comparable departments located at this or other universities, research institutions and institutions that are affiliated to this university as well as other institutes with seminar topics closely related to those learned at a university – allow students to pass any examination mentioned in these agreements at the particular partner university or institution.
- (9) In case of a change into the degree programme "International Business", all examination results including the failed attempts which may have been achieved at a degree course in Business Management at the Bonn-Rhein-Sieg University shall be equally recognised. In case of re-enrolment in the same degree programme at the Bonn-Rhein-Sieg University as well as in case of a change of the Examination Regulations, all thus far acquired exam achievements including all failed attempts remain unchanged. In the event that a student is simultaneously or successively enrolled in two degree programmes with identical modules and identical final examinations, these examinations including the failed attempts shall be graded likewise in both degree programmes. In these cases, Art. 8 par. 2 sentence 2 shall not apply; an application under the terms of Art. 63a of the Higher Education Act is inapplicable.

Article 9 - Non-appearance, Withdrawal, Candidates with Special Examination Needs

- (1) A candidate's performance shall be assessed as 'insufficient' (failed) if he/she fails to appear without good reason at an examination for which he/she has been registered, if he/she withdraws without good reason after the beginning of the examination, or if he/she does not deliver the required performance by the end of the examination. Sentence 1 shall apply accordingly if the student does not submit the Bachelor's thesis in due time.
- (2) The reasons brought forward to justify withdrawal or non-appearance shall be communicated and substantiated in written form to the Examination Board without delay. In this connection the Examination Board may insist on the submission of appropriate documents. Students who are unable

to sit an examination due to illness shall provide evidence of their illness-related inability to take part in the examination by submitting a medical certificate, unless sufficient actual signs indicate that the student is probably unable to take the examination or by which another submitted evidence seems appropriate. In case of such indications, the Examination Board may obtain a medical attestation of a medical examiner of the university at the expense of the university. The student may choose between several medical examiners. If the Examination Board accepts the reasons, the student shall be informed that he/she is permitted to apply for admission to the examination again (the previous attempt shall not be assessed as failed).

(3) If a candidate shows probable cause (by submitting a medical certificate or otherwise), that he/she is incapable of taking an entire or partial examination in the provided form due to a permanent physical handicap, he/she may be granted permission by the Examination Board to acquire equivalent qualifications in a different form. The candidate may also be allowed to extend the time allotted to the Bachelor's thesis in accordance with Art. 21 par. 2.

The examination conditions must be organised in such a way that disadvantages for disabled persons are balanced out to the greatest possible extent. In the event of doubt, the Examination Board may demand further evidence. In exceptional cases, sentences 1 and 2 shall also apply to short-term disability. Furthermore, the Examination Board may, upon request, allow students to acquire qualifications in a different form if they cannot fully take part in their study programme due to interests warranting protection as defined by the legal provisions. In particular, due account shall be taken of the legal provisions concerning the nursing of people in need of care, the regulations of the Maternity Protection Act as well as the legal provisions concerning parental leave.

Article 10 - Deception, Breach of Regulations, Complaint

(1) If a candidate tries to influence the result of an examination by cheating or by using unauthorised auxiliary means, he/she shall fail the examination. If a candidate disturbs the proper conduct of an examination, the examiner or the invigilator may exclude him/her from further participation in the examination; in this event, the entire examination will be considered as 'failed'. The reasons for excluding a student from an examination shall be documented. Candidates who are excluded from further participation in an examination are entitled to ask the Examination Board for a review this decision. This shall apply accordingly to decisions taken by examiners and invigilators in accordance with sentence 1. Even if a candidate is in possession of unauthorised auxiliary means only during or after the distribution of the examination papers, this shall also be considered as an attempt of deception. Candidates who wilfully commit an offence as set out in sentences 1 and 2 breach the regulations. This breach of regulations is liable to prosecution in accordance with Art. 63 par. 5 of the Higher Education Act. In the event of repeated or particularly serious attempts of deception, the student may be removed from the students' register.

(2) Possible flaws in the examination procedure shall be asserted to the examiner and the chairperson of the Examination Board without delay. As an exception, in individual cases such an assertion may be unreasonable. In that case, these flaws must be communicated in written form by stating the relevant reasons and in due time:

- for the examination date in the winter semester: by 30 April of the year in which the winter semester ends
- for the examination date in the summer semester: by 31 October of the same year.

After expiry of this deadline, the candidate may no longer claim legal remedy for this flaw (preclusive period).

II. Regulations for the Course of Studies

Article 11 – Examination Schedule

(1) In the Bachelor's Degree Programme "International Business" the following modular examinations shall be taken in the semesters stated below and be graded in accordance with Art. 15 par. 3:

Semester	Module	Examinations
1	Business Administration 1	<ul style="list-style-type: none"> Principles of Business Administration and Principles of Marketing
1	Business Administration 2	<ul style="list-style-type: none"> Principles of Production and Logistics and Principles of Accounting
1	Business Administration 3	<ul style="list-style-type: none"> Principles of Organization and Principles of Human Resource Management
1	Mathematics	<ul style="list-style-type: none"> Mathematics
2	Statistics	<ul style="list-style-type: none"> Statistics
2	Cost Accounting	<ul style="list-style-type: none"> Cost Accounting
2	Business Law in an International Context	<ul style="list-style-type: none"> Business Law in an International Context
2	Language	<ul style="list-style-type: none"> Language
2	Management Information Systems	<ul style="list-style-type: none"> Management Information Systems
3	International Financial Accounting / Taxation	<ul style="list-style-type: none"> International Financial Accounting / Taxation
3	Finance	<ul style="list-style-type: none"> Finance
3	Language	<ul style="list-style-type: none"> Language
3	Microeconomics	<ul style="list-style-type: none"> Microeconomics
4	Macroeconomics	<ul style="list-style-type: none"> Macroeconomics
4	Language	<ul style="list-style-type: none"> Language
4	Specialisation 1	<ul style="list-style-type: none"> Specialisation 1
5	Specialisation 2	<ul style="list-style-type: none"> Specialisation 2
5	Corporate Management	<ul style="list-style-type: none"> Corporate Planning Business Ethics
7	Final Thesis	<ul style="list-style-type: none"> Final Thesis
7	Colloquium / Tutorial	<ul style="list-style-type: none"> Colloquium / Tutorial

The students may take their specialisation subjects generally at both campuses of the Department of Management Sciences (Rheinbach and Sankt Augustin). The Departmental Council of the Department of Management Sciences shall prepare a catalogue of the eligible specialisation subjects at the end of each precedent semester.

In case that less than 10 students register for a main subject, this specialisation subject will usually not be included in the module catalogue. In this case the concerned students may subsequently register for another course out of the catalogue prepared by the Departmental Council. If the Departmental Council decides that a specialisation subject shall be cancelled, examinations in this subject shall be held only until four semesters after the respective course has been last offered; this includes the semester in which the course has been offered.

(2) In the Bachelor's Degree Programme "International Business" the following modular examinations shall be taken in the semesters stated below and be graded as "passed" or "failed" in accordance with Art. 15 par. 4.

Semester	Modules	Examinations
1	Intercultural Communication	• Intercultural Communication
3	Business Application Systems	• Development of Business Application Systems • Usage of Business Application Systems
4	Economic Policy in Practice	• Economic Policy in Practice
5	Corporate Management	• Business Simulation
6	Internship or Study Abroad Semester	• Internship or Study Abroad Semester
7	Elective or Project	• Elective or Project
7	Methodological Elective 1	• Methodological Elective 1
7	Methodological Elective 2	• Methodological Elective 2
7	Colloquium / Tutorial	• Colloquium / Tutorial

The topics of the Electives as well as of the subjects of the modules Methodological Elective 1 and 2 vary from semester to semester. They shall cover relevant topics for the students of the degree course (including practice projects) the modules Methodological Elective 1 and 2 shall encompass the presentation, development and/or application of scientific methods. The offered modules shall be announced at the notice board in each semester. In case that less than 10 students register for an Elective or a Methodological Elective, this module will usually not be offered in the respective semester. In this case the concerned students may subsequently register for another Elective or Methodological Elective.

Article 12 - Internship

(1) The study includes a continuous practical activity of at least 20 weeks and 27 weeks at the maximum (internship). In general, the internship shall be completed continuously in time at a company or an institution in the sixth semester and in compliance with the usual weekly working time of the full-time staff of the respective company.

(2) The internship shall strengthen the connection between study and professional practice. The students shall become familiar with the professional reality, apply the knowledge and skills acquired in the course of study to concrete tasks and describe and evaluate these practical experiences. Apart from business-related questions the students shall be made aware of the challenges of professional work with the corresponding social and environmental issues. Wherever possible and under qualified supervision they shall contribute to solutions of economic problems.

(3) The internship shall be approved to students who have completed at least four semesters and who have achieved at least 70 ECTS in examinations which are subject to the grading regulations laid down in Art. 15 par. 3.

(4) The internship shall be completed in business companies, administrations or other appropriate institutions (places of internship) which are recognised by the university and which may be at home or abroad. In specific cases the university itself may serve as the place of internship.

(5) A internship contract shall be concluded between the place of internship and the student. This contract shall determine the rights and obligations of the contract partners as well as the profession-

al and organisational supervision. The responsibility for the realisation of the contract lies with the student.

(6) Throughout the internship the students shall be supervised by a member of the university's teaching staff from the ranks of the authorised examiners.

(7) The person in charge of the supervision shall certify the attendance at the internship if

1. the student submits a letter of reference by the place of internship on the participation of the student,
2. the student submits a report (countersigned by the place of internship) with a guiding value of 3,000 words on the practical activities during the internship,
3. the practical activities corresponded to the purpose of the internship and if the student has carried out the assigned tasks.

(8) If the internship is interrupted or shortened due to illness or other reasons for a period of more than two weeks and if this interruption or shortening has the effect that the purpose of the internship is not or not completely fulfilled, the internship shall be extended correspondingly. The person in charge of the supervision shall decide on the required duration of the extension. An extended duration of the contract for the purpose of attending university lectures shall only be exceptionally permitted in justified cases upon request at the authorised Examination Board. A subsequent change of the place of internship or a subsequent partition of the internship after it has already begun may be permitted for valid reasons (e.g. interests worth being protected like the nursing of people in need of care, the regulations of the Maternity Protection Act as well as the legal provisions concerning parental leave) upon approval by the the university teacher in charge of the supervision of the internship and the authorised Examination Board.

(9) The internship may be repeated once if the attendance at the internship has not been certified by the person in charge of the supervision.

Article 13 – Study Abroad Semester

(1) A study abroad semester allows students to gain international experience and to deal with study contents connected to the current subject at a foreign university. Students may complete parts of their studies, in particular the 5th, the 6th and/or the 7th semester at a foreign university.

(2) In case of a study abroad semester in the 5th semester, students may replace the exam achievements of this semester by exam achievements at the foreign university. It is recommended to agree upon the subject matter and the scope of the exam achievements at the foreign university together with the Examination Board and, if applicable, the respective lecturer.

(3) In the 6th semester the students have the particular option to choose between a internship at home or abroad (Art. 12) and a study abroad semester. In this case the study abroad semester replaces the internship. At the foreign university the students are obliged to attend courses in the amount of 30 credit points, to submit evidence of passed examinations in the amount of at least 22 credit points and to prepare a report on the study abroad semester with a guiding value of 3,000 words. The study abroad semester may be repeated once if the person in charge of the supervision (Art. 12 par. 6) does not confirm the successful attendance.

(4) A study abroad semester according to par. 3 shall be approved to students who have completed at least four semesters and who have achieved at least 70 credit points in examinations which are subject to the grading regulations layed down in Art. 15 par. 3. Furthermore, applicants for a study in a foreign-language country have to provide evidence of their language skills with regard to the

respective teaching and study language. The required level of the language skills is subject to the requirements of the foreign university or to the university partnership agreements.

(5) In case of a study abroad semester in the 7th semester, students may particularly write their Bachelor's thesis and replace the required exam achievements of the 7th semester by exam achievements at the foreign university

(6) In the cases stated in par. 2 and 5 the exam achievements shall be recognised according to the Higher Education Act and to Art. 8 of these Examination Regulations provided that there is no significant difference between the acquired competences and the replaced achievements. The verification of the exam achievements generally requires the submission of an overview of grades by the foreign university.

III. Regulations for the Conduct of Examinations

Article 14 - Purpose, Scope, Language and Types of Examinations

(1) Examinations serve to determine if the candidate is proficient with the essential contexts of the content and methods of the examination subject and if he/she is able to independently apply the acquired skills and knowledge.

(2) The examination requirements shall be related to the content of the courses, which are scheduled for the respective subject according to the Study Plan (which is part of the Examination Regulations). If a level of knowledge has already been subject to examination in previous study periods it shall only be assessed insofar as it is required by the objectives of the examination according to par. 1.

(3) In principle, the language of the examination is English.

(4) The Examination Board decides on the details of the examination, such as

- the type and language of the examination,
- the time, place, duration and permitted auxiliary means

in due time and communicates these details in written form to the students by twelve weeks prior to the examination. Notification by posting on the notice board and/or the internet shall be sufficient.

(5) In written tests, the candidate shall prove his/her ability to identify problems from the fields of the respective examination subject and to find solutions for these problems by correctly using common methods of the respective subject in a limited time and with limited auxiliary means. Written tests shall take place under supervision.

(6) In oral examinations, the candidate shall prove his/her ability to identify problems from the fields of the respective examination subject and to find solutions for these problems by correctly using common methods of the respective subject in a professional discussion. Oral examinations may be conducted separately for each student or jointly for several students (group examination). In case of group examinations, the duration of the examination shall be multiplied by the number of students. Minutes shall be kept of the essential topics and results of the oral examination, in particular of the facts relevant to grading. Subsequent to the oral examination, the candidate shall be informed of their examination result. Students who are planning to take the same oral examination at a later date shall be admitted to the examination as listeners provided that there is enough room available and no exam candidate objects to this at the time of the exam registration. The admission shall not include advisory meetings and the notification of the examination results.

(7) A term paper is a written assignment on a subject-specific problem. It shall be prepared independently by taking into account and analysing the relevant literature.

(8) A presentation is, on the one hand, a written assignment on a subject-specific problem. It shall be prepared independently by taking into account and analysing the relevant literature and, on the other hand, the oral presentation of the procedure and the results of the assignment.

(9) The business simulation is intended to simulate challenging situations at work under conditions similar to professional practice. The aim is to practise complex situations relevant to business practice.

Article 15 – Assessment of Examinations

(1) Examinations shall be assessed in accordance with this regulation. The assessment must be verifiable. In case of oral examinations, students shall be informed of their grade immediately, in all other cases by six weeks at the latest. Notification via the electronic Student Information System (SIS) shall be sufficient. As a rule, the examination is conducted by the teacher of the course in which a candidate wishes to take the examination. If several examiners conduct the examination, they shall jointly assess the candidate's performance.

(2) Final examinations of a degree programme as well as re-examinations that cannot be re-taken again if they are irrevocably failed shall be assessed by a minimum of two examiners; in all other cases one examiner shall be sufficient. In case of oral examinations the Examination Board may appoint only one examiner. In this event, a competent assessor shall be called in who shall be heard by the examiner prior to the decision on the grade.

(3) The following grades (German wording in brackets) shall apply to the assessment of examinations subject to par. 4:

1	=	excellent (sehr gut)	=	outstanding performance
2	=	good (gut)	=	performance significantly above average
3	=	satisfactory (befriedigend)	=	average performance
4	=	sufficient (ausreichend)	=	still fulfilling the requirements despite some flaws
5	=	insufficient (nicht ausreichend)	=	performance not fulfilling the requirements due to considerable flaws

For the purpose of further differentiation grades may be reduced or increased by 0.3; the grades 0.7, 4.3, 4.7 and 5.3 are not permissible.

If the grades are calculated by interim values, the following grading system shall apply (German wording in brackets):

Interim value up to 1.5	"very good" (sehr gut)
Interim value of more than 1.5 up to 2.5	"good" (gut)
Interim value of more than 2.5 up to 3.5	"satisfactory" (befriedigend)
Interim value of more than 3.5 up to 4.0	"sufficient" (ausreichend)
Interim value of more than 4.0	"insufficient" (nicht ausreichend)

Only the first decimal place shall be taken into account; all other places after the point are deleted without rounding.

An examination shall be awarded a pass if it is assessed as being at least "sufficient". In the event that two examiners have jointly assessed an examination but differ in their assessment results, the final grade shall be determined by the arithmetic average of the two grades.

The following grading system shall apply to the calculation of grades:

Grading System (max.100 points)		
from	Score up to (and includ- ing)	Grade
0	49.5	5.0
50	54.5	4.0
55	59.5	3.7
60	64.5	3.3
65	69.5	3.0
70	74.5	2.7
75	79.5	2.3
80	84.5	2.0
85	89.5	1.7
90	94.5	1.3
95	100	1.0
98 points or more		Diploma Supplement

An outstanding performance of 98 points or more leads to an individual recognition and a special mention in the Diploma Supplement (Art. 26 par. 5).

If a module consists of a number of examinations that are subject to the assessment regulations according to Art. 15 par. 3 and/or 4, the final grade for the module shall be determined by the arithmetic average only of the grades from the examinations that are subject to the assessment regulations according to Art. 15 par. 3. In this case the grades of these examinations shall be weighted according to the corresponding credit points.

(4) Notwithstanding par. 3, examinations may also be assessed as "passed" or "failed". In this case, an examination shall be awarded a pass if the examiner assesses the examination as at least "still fulfilling the requirements despite some flaws". If the course involves an excursion, a language training, an internship, a tutorial or a comparable course (e.g. a business simulation), the registered student shall, in addition to sentence 2, also be required to participate in a minimum of 75 per cent of the course in order to be awarded a pass.

(5) Upon the examiner's or the invigilator's request, the candidate must prove his/her identity by means of a student ID card and an official ID card.

(6) Examinations may also be allowed in the form of group work if the contribution of the individual candidate can be clearly distinguished and assessed on the basis of criteria that enable differentiation.

(7) For a transfer of examination grades to ECTS grades the corresponding Hochschule Bonn-Rhein-Sieg regulations shall apply.

Article 16 – Re-taking of Examinations

(1) An examination that has not been passed as a whole under the terms set out in Art. 15 par. 3 or Art. 15 par. 4 may be re-taken twice.

(2) If a candidate has not passed an examination in the second attempt, he/she may arrange a consultation with an examiner of the second examination attempt. The purpose of this counselling is to find reasons for the failure in the candidate's study habits and to identify potential means for improving the candidate's performance.

(3) For the purpose of improving a grade, students may re-take an examination as a whole once. A student may undergo up to three attempts for improvement in the course of the study programme. A second attempt for improvement of the same examination shall not be permitted, just as an attempt for improvement of the Bachelor's thesis or the colloquium. If the grade of the re-take of an examination differs from the grade of the first attempt, the better result shall apply. Apart from that an examination that has been assessed as being at least "sufficient" or "passed" shall not be permitted for a re-take.

(4) If a final examination partly consists of lecture-accompanying examinations, the points of the final examination shall be forfeited in the event of a re-take of the examination.

Article 17 - Examination Regulations in accordance with Art. 15 par. 3

(1) Examinations under the terms set out in Art. 15 par. 3 may consist of lecture-accompanying partial examinations in line with par. 2 and a final part of the examination at the end of the semester in line with par. 3 (types of examinations).

The types of examinations shall be determined by the Examination Board ex ante and communicated to the students by the end of the first lecture week. Notification by posting on the noticeboard and/or the internet shall be sufficient.

As for the types of examination, the following combinations shall be permitted:

Case 1: Final part of the examination

Cases 2 and 3: Lecture-accompanying partial examinations plus final part of the examination

As for the different combinations, the distribution of the points shall be as follows:

Type of examination	Points		
	Case 1	Case 2	Case 3
Lecture-accompanying partial examination	—	0 / Prerequisite	25
Final part of the examination	100	100	75

In case 2 the prerequisite shall apply as admission requirement for the final part of the examination. As for the assessment, Art. 15 par. 4 shall apply analogously.

In Case 3 the points of the individual examinations shall be added up.

As a rule, the final part of an examination shall take place in the time between terms, i. e. outside the lecture period. All partial examinations shall be lecture-accompanying examinations. An examination date shall be scheduled at the end of the winter semester or at the end of the summer semester for the final part of an examination.

(2) As to the lecture-accompanying partial examinations, the following types of examination shall be possible:

- A term paper with a standard length of 4,000 words in case of individual work; in case of group work the length shall be multiplied by the number of students. The regulations set out in Art. 14 par. 7 shall apply.

- An oral presentation including case studies and project works with a standard duration of 20-45 minutes in case of individual work; in case of group work the duration shall be multiplied by the number of students. The written composition shall comprise a standard length from 1,000 words (for an oral presentation of 45 minutes) to 3,000 words (for an oral presentation of 20 minutes) for individual work, in case of group work the length shall be multiplied by the number of students. The regulations set out in Art. 14 par. 8 shall apply.
- A business simulation including an oral examination of 20 minutes. The regulations set out in Art. 14 par. 9 shall apply.
- Two written tests with a standard duration of 15 minutes per semester. The better result shall be considered in the assessment of the examination.
- An oral examination with a standard duration from a minimum of 15 minutes to a maximum of 45 minutes for individual oral exams. The regulations set out in Art. 14 par. 6 shall apply.

The lecturer shall be responsible for the organisation of lecture-accompanying partial examinations. As a rule, partial examinations shall be graded by an examiner. The examiner shall be the lecturer of the particular course. A formal admission is not required; the regulations on non-appearance and withdrawal (Art. 9 par 1 and 2) shall not apply.

(3) As to the final part of an examination, the following types of examinations shall be possible:

- A written test with a duration from a minimum of one hour to a maximum of two hours, in specialisation subjects with a duration from a minimum of two hours to a maximum of three hours; the regulations set out in paragraph 5 shall apply.
- An oral examination with a standard duration of a minimum of 15 to a maximum of 45 minutes for individual exams; the regulations set out in Art. 14 par. 6 shall apply.
- A written assignment including a facultative oral examination. The written assignment shall be of approx. 8,000 words for individual work, in case of group work the length shall be multiplied by the number of students. The regulations set out in Art. 14 par. 7 shall apply, as for the oral examination the regulations set out in Art. 14 par. 6 shall apply. The written assignment shall be completed by the end of the semester; the oral examination shall be taken within the particular examination period. In case of a written assignment including an oral examination, the final grade for the final part of the examination shall be the result of the written assignment and the oral examination in equal shares.

(4) The application for admission to an examination shall be filed with the Examination Board by the scheduled date. The application shall be submitted in electronic form via the Internet. The application may be submitted for several examinations at the same time if they are scheduled at the same examination date in the following semester. The specialisation subjects in which the candidate wishes to take the examination and which are specified in the application for admission shall be obligatory. A registration after the expiration of the registration deadline shall only be approved for important reason and not without the consent of the Examination Board. In this event, withdrawal from the examination (par. 5) is unpermissible.

The following documents shall be submitted to the Examination Board in order to apply for admission to an examination:

1. Evidence that the student fulfils the admission requirements
2. A declaration on previous attempts to pass equivalent examinations as well as on previous attempts to pass a final examination and, if applicable, a preliminary or intermediate examination in the same or a comparable degree programme
3. In the case of an oral examination: a declaration whether the candidate objects to the admission of listeners to the examination.

The Examination Board decides on the admission to the examination. The Examination Board announces the students who are admitted to the examination in due time, i. e. generally by two weeks prior to the examination, and in accordance with the terms set out in par. 1.

(5) An application for admission to an examination may be withdrawn up to seven days prior to the date scheduled for the examination by addressing the Examination Board in electronic form via the Internet; in this event the application for admission shall not count towards the number of possible attempts to pass the examination.

(6) The announcement of the admission shall be made via the electronic Student Information System (SIS). The student is obliged to inform himself/herself via the SIS about the admission status and to convince himself/herself that the registration or withdrawal is correctly noted. Only students who are noted as "registered" shall be allowed to take part in the examination.

Article 18 - Examination Regulations in accordance with Art. 15 par. 4

(1) There is no formal admission procedure. The candidate shall officially register at a date announced by the lecturer at the beginning of the semester by signing a list of participants or via the internet. This registration is a prerequisite for taking part in the examination. The regulations as to non-appearance and withdrawal (Art. 9 par. 1 and 2) shall apply accordingly.

(2) In particular, the following types of examination are possible:

- Active participation in at least 75 per cent of a course provided the course includes an excursion, a language training, an internship, a tutorial or a comparable course (e.g. a business simulation)
- A written test with a duration of 60 minutes. The regulations set out in Art. 14 par. 5 shall apply.
- An oral examination with a standard duration of a minimum of 15 resp. 45 minutes for individual examinations. The regulations set out in Art. 14 par. 6 shall apply.
- A term paper with a standard length of 4,000 words for individual work; in case of group work the length shall be multiplied by the number of students. The regulations set out in Art. 14 par. 7 shall apply.
- An oral presentation including case studies and project works with a standard duration of 20-45 minutes in case of individual work; in case of group work the duration shall be multiplied by the number of students. The written composition shall comprise a standard length from 1,000 words (for an oral presentation of 45 minutes) to 3,000 words (for an oral presentation of 20 minutes) for individual work, in case of group work the length shall be multiplied by the number of students. The regulations set out in Art. 14 par. 8 shall apply.
- A business simulation including an oral examination of 15 minutes. The regulations set out in Art. 14 par. 9 shall apply
- The development, implementation and evaluation of empirical research including a written composition. The scope and the type of the written composition shall be determined by the lecturer.

IV. Bachelor's Thesis

Article 19 - Purpose of the Thesis, Topic, Examiners

- (1) The Bachelor's thesis is a written assignment on a well-defined problem. It shall prove that the candidate is capable of working independently on a practice-oriented task from his/her subject in a given period of time. By using scientific and practical methods, the candidate shall complete the task with due regard to both technical details and interdisciplinary connections. The Bachelor's thesis shall be written in English or another language which shall be determined by the lecturer.
- (2) The Bachelor's thesis may be issued and supervised by any lecturer who is eligible to be appointed as examiner in accordance with Art. 7 par. 1. The candidate shall be provided with the opportunity to make proposals on the topic as well as on the examiners of the Bachelor's thesis.
- (3) Upon the candidate's request, the Examination Board may also appoint a contract professor, a lecturer with particular assignments or a person who is experienced in professional practice and training (as set out in Art. 7 par. 1) to supervise the Bachelor's thesis. In this case the second assessor shall be a full-time professor of the department. The Bachelor's thesis may be completed at an institution outside the university if a sufficient supervision is provided.
- (4) Upon request, the chairperson of the Examination Board shall ensure that the candidate is provided with a topic for the Bachelor's thesis in due time. The Examination Board shall be vigilant about sharing out the examination obligations among the examiners as equitable as possible.
- (5) The Bachelor's thesis may be admitted as a group work if the individual candidate's contribution to be assessed is clearly distinguishable and assessable on the basis of paragraphs, page numbers or other criteria and if it fulfills the requirements set out in par. 1.

Article 20 - Admission to the Bachelor's Thesis

- (1) Students shall be granted admission to the Bachelor's thesis if they have acquired at least 140 ECTS credits through their examination performance from the beginning of the first to the end of the fifth semester.
- (2) The application for admission shall be filed with the chairperson of the Examination Board via the internet or in written form. The following documents shall be enclosed with the application, unless they have not been submitted at an earlier date:
 1. A declaration stating which examiners are prepared to supervise the Bachelor's thesis
 2. A specification of the topic that the examiner intends to issue for the Bachelor's thesis
 3. A declaration on previous attempts at writing a Bachelor's thesis.
- (3) Candidates may withdraw from the application in written form until the announcement of the decision without stating the reasons and without this having any effect on the number of attempts allowed to pass the examination.
- (4) The Examination Board decides on candidate's admission to the Bachelor's thesis. Admission shall be denied if the requirements according to par. 1 are not fulfilled or if the application documents are incomplete.

Article 21 - Assignment, Timescale and Scope of the Bachelor's Thesis

(1) The chairperson or deputy chairperson of the Examination Board is responsible for the assignment of the Bachelor's thesis. The date on which the Examination Board announces both topic of the Bachelor's thesis (issued by the examiner) and examiners shall be the commencement date of the assignment; this date shall be documented.

(2) The time allotted to the Bachelor's thesis (i.e. the time from the date of assignment to the date of submission) shall be three months. In case of an empirical topic, this time may be extended by one month. The chairperson of the Examination Board shall decide on whether the Bachelor's thesis deals with an empirical topic after having heard the appointed examiner for the thesis. The topic and the given task shall be such that the candidate can complete the Bachelor's thesis within the given time frame. In exceptional circumstances, the Examination Board may extend the time allotted to the thesis by a maximum of four weeks. In this case, the supervisor's opinion on the request shall be heard. In case of an extension due to illness, a medical certificate must be enclosed with the request in accordance with Art. 9 par. 2. If the illness takes more than four weeks, the topic of the Bachelor's thesis may be returned.

(3) The standard length of the Bachelor's thesis shall be 15,000 - 17,500 words, depending on the form determined by the Examination Board.

(4) The topic of the Bachelor's thesis may be returned without giving reasons only once and only within the first week of writing. In the event of a re-take the return of the topic shall only be permitted if the candidate has not exercised this option at his/her first writing of a Bachelor's thesis.

Article 22 - Submission and Assessment of the Bachelor's Thesis, Rewriting the Thesis

(1) The Bachelor's thesis shall be submitted as bound copies in duplicate form and three digital versions to the chairperson of the Examination Board in due time. The digital versions (e.g. on CD-ROM) shall be enclosed with the two copies in a file format that can be generally accessed (e.g. txt, doc, rtf or pdf without access protection). The submission date of the thesis shall be documented; if the thesis is sent in by post, the time of delivery to the post-office is decisive. When submitting the thesis, the candidate shall declare in writing that he/she has carried out the thesis independently, using no other sources than those documented and, in the case of quotes, indicated by references. Furthermore, he/she shall declare that the thesis is neither identical nor bears any similarities whatsoever with a thesis carried out in a previous degree programme.

(2) The Bachelor's thesis shall be assessed by two examiners. One of them shall be the supervisor of the thesis. Candidates have the right to make a proposal for the second examiner, who shall be appointed by the Examination Board. In the circumstances set out in Art. 19 par. 3, the second examiner shall be a full-time lecturer of the department. If the examiners disagree in their assessments, the grade for the Bachelor's thesis shall be determined by the arithmetic average of the individual grades in case the difference between the two grades is below 2.0. If the difference is 2.0 or more, a third person shall be appointed by the Examination Board. In this case, the arithmetic average of the two best individual grades shall account for the final grade. However, the Bachelor's thesis may only be assessed as "sufficient" (4.0) or better if at least two of the grades are "sufficient" (4.0) or better. All assessment shall be substantiated in writing.

(3) The Bachelor's thesis may be rewritten once. A Bachelor's thesis that has been assessed as "passed" may not be rewritten.

Article 23 - Colloquium

- (1) The colloquium is a supplement to the Bachelor's thesis and shall be assessed individually. The purpose of the colloquium is to determine if the candidate is able to independently explain the results of the Bachelor's thesis as well as its technical and methodological principles, its interdisciplinary references and contexts and its importance for the scientific and professional practice.
- (2) Participation in the colloquium shall be granted to any candidate who has passed all examinations and the Bachelor's thesis. In justified cases, particularly in regard to agreements with foreign universities, the admission to the colloquium may be granted prior to the completion of the internship or the study abroad semester.
- (3) The application for admission to the colloquium shall be submitted via the internet or in written form to the chairperson of the Examination Board.
- (4) As a rule, the colloquium shall be assessed by the examiners of the Bachelor's thesis. In case of Art. 22 par. 2, the colloquium shall be conducted and assessed by the examiners whose individual assessments composed the grade of the Bachelor's thesis.
- (5) As a rule, the colloquium shall be conducted as an oral examination of 30 - 45 minutes. The provisions for oral module examinations (Art. 14 par. 6) shall apply accordingly. Alternatively, upon request of the supervisor of the Bachelor's thesis the Examination Board may determine that the colloquium may also be conducted in written form. In this case the colloquium consists of two parts: a conception for an oral presentation of 30 – 45 minutes and a written assignment of 1,000 words.
- (6) The colloquium may be re-taken once. If a colloquium has been assessed as "passed", a re-take shall not be permitted.

Article 24 - Optional Subjects

Aside from the specialisation subjects and the electives determined in this Examination Regulations, students may take one more specialisation subject and one more elective and also take examinations in these subjects. These examinations, however, shall not be included in the Bachelor's examination. Upon the student's request the department shall issue certificates for these examinations. Students may register for these subjects after the end of the regular registration period. The decision on approval shall depend on the available capacities.

V. Result of the Bachelor's Examination

Article 25 - Result of the Bachelor's Examination

(1) The bachelors's examination shall be passed if all examinations and the Bachelor's thesis have been assessed as being at least "sufficient" (4.0) or "passed".

(2) The Bachelor's examination shall be assessed as failed if one of the examinations in accordance with par. 1 has been ultimately assessed as "insufficient" or "failed". The candidate shall be officially notified that he/she has failed the examination and forfeited the entitlement to the final examination; he/she shall also receive an official letter with instructions concerning rights of appeal. Upon request, the chairperson of the Examination Board shall issue a list of the passed examinations, the respective grades and the examinations still outstanding to pass the Bachelor's examination. The notification shall include a statement that the student has ultimately failed the Bachelor's examination or has forfeited the entitlement to the examination.

Article 26 – Degree Certificate, Diploma and Diploma Supplement, Final Grade

(1) The Degree Certificate shall include the credit points of the respective subject, the examination grades and the grade of the Bachelor's thesis as well as the topic of the Bachelor's thesis and the final grade of the Bachelor's examination.

(2) The final grade of the Bachelor's examination shall be determined by the arithmetic average of the grades of the examinations which are subject to Art. 15 par. 3. The following weighted factors shall apply:

• Grade of the Bachelor's thesis	15 %
• Grade of the colloquium	5 %
• Grades of the module examinations according to Art. 15 par. 3	80 %
These examinations shall be allotted to each specialisation subject 16 %, in total	32 %
and to the other module examinations 3 % each, in total	48 %

(3) The Degree Certificate shall be issued without delay, if possible within four weeks after finishing the last examination. It shall be signed by the Dean or the Vice Dean and the chairperson of the Examination Board and bear the date of the day on which the last examination was taken.

(4) Along with the dated Degree Certificate, the candidate shall be handed over a Diploma in which the award of the Bachelor's degree is documented. The Diploma shall be signed by the Dean or the Vice Dean and the chairperson of the Examination Board and bear the seal of the Hochschule Bonn-Rhein-Sieg University of Applied Sciences.

(5) The Diploma Supplement shall provide information on the examinations passed with excellent results as set out in Art. 15 par. 3. The Diploma shall be signed by the Dean or the Vice Dean and the chairperson of the Examination Board and before being handed over to the candidate. bear the seal of the Hochschule Bonn-Rhein-Sieg University of Applied Sciences. Prior to being issued to the student, the Diploma Supplement shall be signed by the dean or vice dean and the chairperson of the Examination Board.

VI. Final Provisions

Article 27 - Access to Examination Records

(1) Subsequent to the completion of the examination procedure the candidates, upon request, shall be granted access to their examination papers, to the respective assessments by the examiners and to the examination protocols. The request for access shall be submitted within one month after the handing over of the Degree Certificate or the notification on the failed Bachelor's examination to the chairperson of the Examination Board who shall determine the place and date of the access. Article 32 of the Administrative Procedures Act of the German Federal State of North Rhine-Westphalia on the reinstatement to the previous state shall apply accordingly.

(2) A candidates shall be granted access to the examination records of a particular examination immediately after the announcement of the respective examination result. Par. 1 shall apply accordingly.

Article 28 - Invalid Examinations, Revocation of the Bachelor's Degree

(1) If a candidate has cheated in an examination and this becomes apparent only after the examination, the Examination Board may subsequently correct the grades for those parts of the examination in which the candidate has cheated. If the deception becomes apparent only after the Degree Certificate has been issued, the Examination Board may declare the Bachelor's examination as either completely or partially failed.

(2) If the requirements for admission to an examination were not fulfilled without the candidate's active and wilful deception on this issue, and if this becomes apparent only after the Degree Certificate has been issued, this deficiency shall be remedied by passing the examination. If the student has wilfully gained admission under false pretences, the Examination Board shall decide on the legal consequences in compliance with the Administrative Procedures Act for the German Federal State of North Rhine-Westphalia.

(3) The incorrect Degree Certificate shall be revoked and may be re-issued as appropriate. After expiry of five years from the date of issue of the Degree Certificate, a decision as set out in par. 1 and 2 sentence 2 is precluded.

Article 29 - Entry into Force and Publication, Transitional Regulations

(1) These Examination Regulations shall be published in the Official Publications Announcement Sheet of the Hochschule Bonn-Rhein-Sieg University and come into effect one day after publication. They shall apply to all students who register from the winter semester 2017/18 for the Bachelor's degree programme "International Business" at the Hochschule Bonn-Rhein-Sieg University.

(2) If these Examination Regulations are replaced by successive Examination or the degree programme will not be offered any longer, examinations shall be held until the fourth semester after the semester in which the course of the respective examination was last offered. This also includes the semester in which the course was last offered. Particulars on the offered examinations shall be regulated by a separate regulation.

Issued at 20 April 2017 on the basis of a resolution of the Departmental Council of the Department of Management Sciences.

Sankt Augustin, 20 April 2017

Dean of the Department of Management Sciences
at the Hochschule Bonn-Rhein-Sieg University of Applied Sciences

Prof. Dr. Dirk Schreiber

Annex: Recommended Study Plan

Modules	Ex-ams	SWH*	CP	Courses	Total SWH*	Semester						
						1	2	3	4	5	6	7
Business Administration 1	§ 15 Abs. 3	5	6	Principles of Business Administration	2	2						
				Principles of Marketing	3	3						
Business Administration 2	§ 15 Abs. 3	5	6	Principles of Production and Logistics	3	3						
				Principles of Accounting	2	2						
Business Administration 3	§ 15 Abs. 3	5	6	Principles of Organization	2	2						
				Principles of Human Resource Management	3	3						
Intercultural Communication	§ 15 Abs. 4	4	6	Intercultural Communication	4	4						
Mathematics	§ 15 Abs. 3	5	6	Mathematics	5	5						
Cost Accounting	§ 15 Abs. 3	4	6	Cost Accounting	4		4					
Management Information Systems	§ 15 Abs. 3	4	6	Management Information Systems	4		4					
Business law in an International Context	§ 15 Abs. 3	4	6	Business law in an International Context	4		4					
Statistics	§ 15 Abs. 3	4	6	Statistics	4		4					
Language	§ 15 Abs. 3	4	6	Language	4		4					
Language	§ 15 Abs. 3	4	6	Language	4			4				
Finance	§ 15 Abs. 3	5	6	Finance	5			5				
International Financial Accounting / Taxation	§ 15 Abs. 3	4	6	International Financial Accounting / Taxation	4			4				
Microeconomics	§ 15 Abs. 3	4	6	Microeconomics	4			4				
Business Application Systems	§ 15 Abs. 4	4	6	Development of Business Application Systems	2			2				
	§ 15 Abs. 4			Usage of Business Application Systems	2			2				
Specialisation 1	§ 15 Abs. 3	13	18	Specialisation 1	13				13			
Macroeconomics	§ 15 Abs. 3	6	4	Macroeconomics	4				4			
Economic Policy in Practice	§ 15 Abs. 4		2	Economic Policy in Practice	2				2			
Language	§ 15 Abs. 3	5	6	Language	5				5			
Corporate Management	§ 15 Abs. 3	7	6	Corporate Planning	2					2		
	§ 15 Abs. 3			Business Ethics	1					1		
	§ 15 Abs. 4			Business Simulation	4					4		
Methodological Elective 1	§ 15 Abs. 4	4	6	Methodological Elective 1	4					4		
Specialisation 2	§ 15 Abs. 3	13	18	Specialisation 2	13					13		
Internship or Study Abroad	§ 15 Abs. 4	4	30	Internship	4						4	
Methodological Elective 2	§ 15 Abs. 4	4	6	Methodological Elective 2	4							4
Elective or Project	§ 15 Abs. 4	4	6	Elective or Pro-	4							4
Final Thesis	§ 15 Abs. 3	4	12	Final Thesis	4							4
Colloquium / Tutorial	§ 15 Abs. 3	3	6	Colloqui-								
	§ 15 Abs. 4			Tutori-	3							3
		132	210	Hours in total	13	24	20	21	24	24	4	15

2

*SWH = Semester Week Hours (contact hours)

As part of the Study Guidance Service students may receive an individual Study Plan upon personal request.

Annex: Types of Examination

Type of examination	Examination		
	Differentiated Assessment (Article 15 paragraph 3)		Assessment by „passed“/“failed“ (Article 15 paragraph 4)
	Lecture-accompanying partial examination	Final examination	
Written test (minutes) Written test in specialisation subject (minutes)	- -	60-120 120-180	60 -
Term paper (words) Term paper (plus oral examination)	4.000 -	8.000 facultative	4.000 -
Oral presentation/Case study oral part (minutes) Oral presentation/Case study written part (words)	20-45 3.000-1.000	- -	20-45 3.000-1.000
2 written tests (minutes)	15 each	-	-
Business simulation	yes	-	yes
Empirical research (written assign- ment)	-	-	yes Scope determined by exam- iner
Oral examination (minutes)	15-45	15-45	15-45
Course participation (per cent)	-	-	at least 75
Bachelor's thesis (words)	-	15.000-17.500	-
Colloquium (minutes) bzw. Colloquium (words)	- -	30-45 1.000 plus concep- tion	- -

Note:

- Group work is possible for the following types of examination:
Term paper, Oral presentation, Business Simulation, Empirical research, Oral examination and Bachelor's thesis. In these cases, the values listed in the table shall be multiplied by the number of students.

Translator's note:

This document is a translation of the German "Bachelorprüfungsordnung 2017 für den Studiengang International Business (B.Sc.) am Campus Sankt Augustin der Hochschule Bonn-Rhein-Sieg". Only the German source text is legally binding.

The German § symbol has been rendered as "Article"/"Art." throughout. What is referred to as "Absatz" in the German "Prüfungsordnung", has been termed "paragraph/par." in the English translation.

Bonn, 19 September 2017