

Hochschule
Bonn-Rhein-Sieg

Examination Regulations

**Bachelor's Examination Regulations 2017
(*Bachelorprüfungsordnung* (BPO) International Business B.Sc.)**

1st amended version of 27 May 2021

for the International Business (B.Sc.) programme

at Sankt Augustin Campus

of H-BRS

Only the German version of this document is legally binding!

dated: 27 May 2021

Based on § 2 (4) and § 64 of the Higher Education Act of the State of North Rhine-Westphalia (*Hochschulgesetz – HG NRW*) in the version published on 16 September 2014 (*GV. NRW. p. 547*), as last amended by Article 2 of the "Act Amending the *Kunsthochschulgesetz* and Amending Further Regulations in the Higher Education Sector" of 25 March 2021 (*GV. NRW. p. 331*), the Department of Management Sciences of Hochschule Bonn-Rhein-Sieg at Sankt Augustin Campus has issued the following first amendment to the to the 2017 Bachelor's Examination Regulations of 20 April 2017 for the International Business degree programme:

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I. General

§1 Scope of the examination regulations

These Bachelor's Examination Regulations (*Bachelorprüfungsordnung*, BPO) govern the English-language bachelor's programme in International Business (B.Sc.) at the Department of Management Sciences at Sankt Augustin campus of Hochschule Bonn-Rhein-Sieg (H-BRS).

§2 Aims of the programme, purpose of the examination, academic degree

(1) Taking into account the general study objectives (§58 *HG NRW*), the degree programme is intended to teach students academic knowledge, in particular the applied content of their subject and its practical implementation. The programme also intends to promote students' international mobility. Students should be enabled to analyse processes and problems, especially in international business practice, and develop practicable solutions while taking into account non-subject-specific issues and intercultural particularities. Furthermore, the degree programme aims to develop the students' creative abilities and prepare them for the bachelor's examination.

(2) The bachelor's degree is a first undergraduate professional degree. The bachelor's examination aims to assess whether a student has met the goals of the programme.

(3) After the successful bachelor's examination, H-BRS awards students the academic degree "Bachelor of Science". This degree qualifies students to enter a master's programme.

§3 Admission requirements

(1) A general higher education entrance qualification or subject-specific higher education entrance qualification or a qualification recognised as equivalent is required for admission to the degree programme.

(2) Applicants are denied if they have failed the final attempt at an examination required by the examination regulations for the chosen degree programme at any other university under the jurisdiction of the German Basic Law (*Grundgesetz*), or if they have forfeited their right to take the examination for other reasons. This also applies to programmes whose subject matter has significant similarities with the previous programme. The Examination Board (§6) decides whether the degree programme in question has "significant similarities".

(3) To prove sufficient language skills for the bachelor's programme in International Business, applicants must provide proof of at least B2-level English according to the Common European Framework of Reference for Languages (CEFR).

§4 Standard period of study; scope; language of instruction

(1) Including the internship / international exchange semester and the bachelor's thesis, the programme has a standard length of seven semesters. The offered courses are divided into modules. Each module has a number of ECTS credits (European Credit Transfer System) to measure the students' workload. All coursework for a standard semester has 30 ECTS credits, the bachelor's degree has 210 credits in total.

(2) Each credit point corresponds to a workload of 30 clock hours, equalling 6,300 clock hours in total. These clock hours include time spent in class and preparing for class, as well as exam preparation and time spent in exams.

(3) The languages of instruction are English and German or the respective target language in the foreign language modules "Language I", "Language II" and "Language III".

(4) Students who have not applied for admission to all graded exams of the first study semester required under §15 para. 3 of these Examination Regulations (cf. §11 para. 1) lose their right to take the exam, unless they can prove that this failure is due to no fault on their part (§9 para. 2). Reasons stated in §64 para. 3a *HG NRW* apply in particular. If a student withdraws after admission (§17, para. 5), they are considered not to have registered for the exam.

(5) Admission to the first semester of the degree programme begins in the winter semester.

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

§5 Scope and structure of the examination, examination period

(1) The bachelor's examination consists of preliminary exams throughout the programme. Students may complete the programme earlier, if they prove completion of all required coursework.

(2) Students earn credit points for a module by completing the corresponding exams. These should take place when the student completes the corresponding module or teaching unit according to the programme schedule. The programme schedule (part of the Examination Regulations) is to ensure that full-time students can complete all preliminary examinations by the end of the seventh programme semester.

(3) The head of the degree programme combines the module descriptions created by the module supervisor into a programme-specific module catalogue, which includes in particular:

- Title and index number of the module
- Titles of individual courses
- Semester, cycle and duration of the module
- Assignment of individual courses to the programme schedule
- Workload (contact hours, self-study) and credit points
- Admission requirements and required or preferred prior knowledge
- Goals and structure of individual courses
- Possible course formats, possible languages of instruction
- Possible examination types, possible examination languages
- Credit point requirements, significance of grade for final grade, module supervisors

§6 Examination Board

(1) The Examination Board of the Department of Management Sciences at Rheinbach Campus assumes the duties under these Examination Regulations for the programme in International Business (B.Sc.). The Examination Board is an independent examination body of Hochschule Bonn-Rhein-Sieg (H-BRS).

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

1. Three members from among the department's lecturers

2. One member from among the department's research associates
3. One member from among the department's technical and administrative staff
4. One member from among the department's students

The Examination Board elects a chairperson and a deputy chairperson from among the lecturers. Except for the chairperson and the deputy chairperson, substitutes must be elected for each member of the Examination Board. The term for elected members of the Examination Board is two years, except for the student member, who serves for one year. Re-election is permissible.

(3) The Examination Board ensures that the Examination Regulations are observed, that examinations are conducted properly, and it decides about the exam type (§17 para. 1-3; §18 para. 2). Its particular responsibility is to decide about appeals against examination decisions. The Examination Board reports to the Departmental Council about developments concerning examinations and study periods upon request. If the actual average study period differs from the standard study period, the Examination Board must propose examination-related measures to reduce study periods to the Departmental Council. It also makes recommendations on revising the Examination Regulations. The Examination Board may transfer the following responsibilities to the chairperson of the Examination Board – either as a whole or on a case-by-case basis:

- Determining whether a degree programme has significant similarities with the chosen degree programme (§3 para. 3)
- Appointment and dismissal of examiners (§7 para. 1; §12 para. 6; §19 para. 2 and 3; §22 para. 2)
- Recognition of coursework and examinations, including recognition of failed attempts (§8 para. 2, 3, 4, 6, 7 and 9; §13 para. 2)
- Approval of a student's withdrawal from an exam (e.g. recognition of a medical certificate proving inability to take an exam) or recognition of a student's absence and requirement to show a certificate from a trusted doctor (§9 para. 2)
- Approval of alternative examination conditions in case of protectable interests (§9)
- The extension of the internship or subsequent splitting of the internship, as well as a subsequent change of employer (§12 para. 8)
- Determination of exam details, esp. examination type, language and authorized resources (§14 para. 4)
- Admission to the examination or admission after the registration deadline (§17 para. 4 and 5)
- Admission to the bachelor's thesis and extensions of the assignment period (§20 para. 4; §21 para. 2)

This does not apply to decisions about appeals.

(4) To reach the quorum, at least the chairperson (or deputy), two voting lecturers and one further voting member of the Examination Board must be present. Decisions are passed by simple majority. In case of a tied vote, the chairperson (or deputy) has the deciding vote.

If no member of the Examination Board objects and there is an objective reason to make an exception, especially in case of urgency, the Examination Board can also decide outside of regular sessions using written/electronic procedures. A suitable deadline must be set that allows each member to vote and give their opinion.

This exceptional procedure does not apply to decisions about appeals against official notifications about a student's failing or loss of the right to take an exam.

The student member may not join discussions and decisions about exam assignments in general or the student member's own examination.

The members of the Examination Board and one representative of the Office of the President have the right to be present during examinations. This right does not apply to students who take the same examination on the same examination date.

(6) The members of the Examination Board, the examiners and the assessors are subject to official secrecy. If they are not civil servants, the chairperson of the Examination Board must require them to make an official declaration to the same effect.

The chairperson may invite guests to discussions and voting sessions of the Examination Board; these guests are also required to maintain secrecy. Guests may speak but have no right to submit proposals or vote.

(7) Students must be informed immediately about any decisions by the Examination Board or its chairperson that could affect them negatively. Affected students have the right to be heard before the decision is passed.

§7 Examiners and observers

(1) The Examination Board appoints the examiners and observers responsible for the examinations and the bachelor's thesis. Only lecturers at H-BRS may be appointed as examiners. They must possess professional and teaching experience to the extent required or appropriate for achieving the examination purpose. People who grade an examination must have at least the same qualification or a qualification equivalent to the one tested in the examination.

(2) If several examiners are appointed, at least one examiner must have taught the examination subject. Exam observers must have at least the same qualification or a qualification equivalent to the one assessed in the examination (German: *sachkundige/r Beisitzer/in*).

(3) Examiners are not bound to any orders in their role.

(4) The candidate can recommend examiners for the bachelors' thesis. The Examination Board ensures that the duties of conducting the examination are equally divided among the examiners. The examiners proposed by candidates should be given preference where possible.

§8 Transfer of course credit

(1) Course credit earned in other programmes at other public or officially recognized higher education institutions, at public or officially recognized vocational academies or in programmes at public or officially recognized higher education institutions in other countries or in another programme at H-BRS can be recognized upon request, if there is no significant difference in the skills taught in the replaced courses. Credit transfer under sentence 1 is intended to help the student to continue studying, complete examinations or start another degree programme.

(2) The Examination Board carries out the recognition procedure. It decides about recognition of course credit and consults examiners in case of doubt.

(3) The student is responsible for providing the required information on the exam to be recognised. Any credit transfer requests to the Examination Board must be made in writing. Documents from international institutions at which German is not the official language must be submitted as a certified translation in

German or English. If the original documents are in English, the Examination Board may waive the requirement for a certified translation. The Examination Board bears the burden of proof for any request under para. 1 not meeting the recognition requirements.

(4) Based on the recognition procedure in para. 1 and upon request of the student, H-BRS must place the student in a study semester corresponding to the number of transferred ECTS credits as a share of all ECTS credits attainable in the programme. If the first decimal is less than five, the student enters the lower semester and if it is more than five, the student enters the higher semester.

The student must submit the complete request to transfer previously earned credit to the Examination Board by 30 April to enrol for the summer semester or by 31 October for the winter semester (limitation period). Decisions on requests under the terms of para. 1 must be made within six weeks of the documents having been submitted in accordance with para. 3.

(5) If a student is denied recognition under the terms of para. 1, they can request that the decision be reviewed by the Office of the President; the Office of the President will give the Examination Board a recommendation on how to deal with the request.

(6) Upon request, other skills and qualifications may be recognised based on the documents submitted, if the level and subject of the skills and qualifications are equivalent to those of the replaced coursework.

(7) Under cooperation agreements between the Department of Management Sciences at the Rheinbach campus of H-BRS and comparable departments at H-BRS or other universities, research institutions, institutes connected to H-BRS or other institutes with comparable higher-education-equivalent seminar content, students may complete courses listed in these cooperation agreements at the cooperating university or institution and have them recognized under the above provisions of these Examination Regulations.

(8) If a student re-enrols for the same programme at H-BRS, all previously completed coursework, including failed examination attempts, is still counted. The same applies if a student changes to a programme with different examination regulations.

(9) The examination procedure begins with a student's first registration for an examination. It ends as soon as the last examination decision has become final. Once the examination procedure has begun and a student plans to complete transferable coursework at H-BRS or another institution, the student must notify the Examination Board about these external examination attempts at least 6 weeks prior to the external examination date. Para. 3 applies accordingly. If the Examination Board recognizes the external attempt under para. 1 as generally transferable, an external attempt counts as having been undertaken at H-BRS. The student must then inform the Examination Board about the result of the external examination attempt and provide proof. The student cannot be admitted to the corresponding examination at H-BRS until they have informed the Examination Board about the result and provided proof.

§9 Failure to appear; withdrawal; protectable interests

(1) If a candidate fails to appear for a registered examination date without good reason, they will receive a failing grade (unsatisfactory, 5.0). The same applies if the candidate withdraws from the examination without good reason after it has started or fails to complete the examination within the provided timeframe. Sentence 1 applies accordingly if the student does not submit the bachelor's thesis on time.

(2) The candidate must report and substantiate their reasons for the withdrawal or absence to the Examination Board immediately in writing. The Examination Board may require submission of suitable document-

tation. Candidates who fail to appear for an examination for health reasons must generally provide a medical certificate confirming their inability to take the examination, unless there are sufficient factual indications making their incapacitation plausible or making another type of proof appear suitable. If such indications exist, the Examination Board may, at the expense of H-BRS, request a medical certificate from a trusted physician appointed by H-BRS. The student may choose between several trusted physicians. If the Examination Board accepts the reasons, the student is notified that they may reapply for admission to the examination and no failed attempt will be counted.

(3) It must be ensured, to the possible extent, that the examination conditions are designed to accommodate students affected by disabilities, chronic conditions or maternal protection regulations, who are therefore unable to complete an examination or acquire the preconditions for participating under §64 para. 2 no. 2 of the "Law Governing the Universities in North Rhine-Westphalia" (*HG NRW*) in the manner provided by these Examination Regulations. If a candidate provides a medical certificate or other proof to the Examination Board substantiating their inability to employ their intellectual abilities, resulting in their inability to take all or part of the examination in its intended format or duration, the Examination Board may, upon request of the candidate, make a case-by-case decision permitting the candidate to complete equivalent coursework and examinations with a different format or duration and/or using aids or personal assistants.

In case of doubt, the Examination Board may demand further evidence.

(4) Candidates must apply for compensation for disadvantages at least 3 weeks before the start of the registration period for the relevant examination. The request and supporting documents must be submitted to the Examination Board in accordance with para. 3. The candidate is encouraged to consult the H-BRS Health and Disability Commissioner or the Equal Opportunity Commissioner (in the case of para. 5) prior to submitting the request.

(5) Regulations on care for dependants and parental leave apply additionally.

§10 Cheating, violation of regulations, complaints

(1) If a candidate tries to influence the result of an examination by cheating or by using unauthorised resources, the candidate will fail the examination. If a candidate disrupts the examination procedure, the responsible examiner or supervisor may exclude them, which will also lead to failure. The reasons for excluding a candidate from an examination must be documented. Candidates who are excluded from an examination may request the Examination Board to review this decision. The same applies for decisions by examiners or supervisors under sentence 1.

Any possession of unauthorized resources in the examination room during and after distribution of the examination papers is considered attempted cheating. Unauthorized resources include, in particular, mobile phones or other mobile devices. Depositing resources in the vicinity of the examination room (toilets, hallways, staircases) is also considered cheating. The general principles for *prima facie* evidence apply, i.e. suspects are considered guilty until proven innocent.

Candidates who wilfully act as set out in sentences 1 and 2 violate the regulations. This offence is punishable under §63 para. 5 of the "Law Governing the Universities in North Rhine-Westphalia" (*HG NRW*). Repeated or other severe attempts at cheating may lead to the candidate's exmatriculation.

(2) Students must immediately notify the examiner and the chairperson of the Examination Board of any errors in the examination procedure. If, in individual cases, the candidate cannot be reasonably expected to immediately report the error, they must report errors:

- For examination dates in the winter semester: by 30 April of the year in which the winter semester ends;
- For examination dates in the summer semester: by 31 October of the same year.

The report must be substantiated in writing. After these deadlines, the student can no longer file a complaint for this error (limitation period).

II. Regulations on structure and organisation of the degree programme

§11 Schedule of examinations

(1) The following examinations graded under §15 para. 3 should be completed in the specified semesters of the International Business (B.Sc.) programme.

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 I	<ul style="list-style-type: none"> • Language I
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 II	<ul style="list-style-type: none"> • Language II
3	Microeconomics	<ul style="list-style-type: none"> • Microeconomics
4	Macroeconomics	<ul style="list-style-type: none"> • Macroeconomics
4	Language III	<ul style="list-style-type: none"> • Language III
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

In principle, students can take the specialisations (Specialisation 1 and Specialisation 2) at both campuses of the Department of Management Sciences of H-BRS (Rheinbach and Sankt Augustin). The departmental council of the Department of Management Sciences specifies the catalogue containing the specialisations at the end of each semester for the subsequent semester.

If fewer than 10 students register for a specialisation, the course will usually not be offered in that semester. In this case, students may retroactively sign up for another course from the catalogue compiled by the

departmental council. If the departmental council decides to no longer offer a specialisation in the future, examinations in this subject will be offered for only four semesters after the course was last offered. This includes the semester in which the course is last offered.

The modules Language I to III tests different skills, depending on the initial level, according to the Common European Framework of Reference for Languages (CEFR), over three consecutive semesters.

The modules Language II and Language III each build on the proficiency level achieved in the previous module.

(2) The following examinations graded as "pass/fail" under §15 para. 4 should be completed in the specified semesters of the International Business (B.Sc.) programme.

Semester	Module	Examinations
1	Intercultural Communication	<ul style="list-style-type: none"> Intercultural Communication Academic Research and Writing
3	Business Application Systems	<ul style="list-style-type: none"> Development of Business Application Systems Usage of Business Application Systems
4	Macroeconomics	<ul style="list-style-type: none"> Economic Policy in Practice
5	Corporate Management	<ul style="list-style-type: none"> Business Simulation
5	Research Methods	<ul style="list-style-type: none"> Research Methods
6	Internship or Study Abroad	<ul style="list-style-type: none"> Internship or Study Abroad
7	Elective or Project	<ul style="list-style-type: none"> Elective or Project
7	Applied International Project Management	<ul style="list-style-type: none"> Applied International Project Management
7	Colloquium/Tutorial	<ul style="list-style-type: none"> Tutorial

Electives are courses that change each semester and treat topics relevant for the students enrolled in the programme, including practical projects. Offered courses are posted on the notice board each semester. If fewer than 10 students register for an elective, the course will usually not be offered in that semester. In this case, students may sign up for another elective after the registration deadline.

§12 Internship

(1) An uninterrupted practical activity (internship) lasting between 20 and 27 weeks is integrated into the programme. The internship must be completed without interruption at a company or other institution, usually in the sixth programme semester, and must have the usual weekly working hours of a full-time employee working at the company or institution.

(2) The internship is intended to strengthen the connection between academic and professional life. Students are to learn about the reality of working life, complete specific tasks to apply their university knowledge and skills, and describe and evaluate their practical experience. Besides business requirements, they are to learn about the requirements of professional life, including social and environmental aspects. As far as possible and with supervision, they should be involved in solving business problems.

(3) Students who have completed at least four study semesters and achieved at least 70 ECTS in exams marked with grades according to §15 para. 3.

(4) The internship is to be completed in a suitable business, administrative organization or other suitable institution (training institution) in Germany or another country. In case of justified exceptions, H-BRS can also serve as a training institution.

(5) An internship contract must be closed between the training institution and the student, which specifies the rights and obligations of both contract partners as well as the responsibilities for organizational and professional supervision. The student is responsible for closing the internship contract.

(6) During the internship, students are supervised by a university lecturer chosen from among the authorized examiners.

(7) The supervisor will only confirm successful completion of the internship, if:

1. A qualified letter of reference from the student's employer is provided
2. The student has submitted a written internship report with a target word count of 3,000 signed by the training institution
3. The student's activity has met the purpose of internship and the student has completed the assigned tasks

(8) If the student interrupts the internship for more than two weeks for health reasons or other reasons, leading to the objective of the internship not being fully met, the internship will be extended accordingly. The supervisor decides about the required extension. Any extension of the contract period in order to permit the student to attend courses is only permissible for justified exceptions and must be requested from the Examination Board. After the start of the internship, students may only change their training institution or split the internship for important reasons (e.g. legally protectable interests, such as care for dependents, maternal protection laws or parental leave) with approval of both the H-BRS lecturer supervising the internship and the responsible Examination Board.

(9) If the supervisor does not confirm successful completion of the internship under para. 7, students may repeat the internship once.

§13 Study abroad semester

(1) The study abroad semester is intended for students to earn international experience and learn more about their field of study at an exchange institution. Students may spend parts of their programme at an exchange institution abroad, especially the 5th, 6th and 7th programme semester.

(2) If the study abroad semester is the 5th programme semester, students can replace the course credit for this semester, in particular, with coursework earned abroad. It is recommended that students discuss subject and scope of the coursework at the exchange institution in advance with their Examination Board and/or their specific course lecturers, prior to their study abroad semester.

(3) Preferably in their 6th programme semester, students have the option of choosing between an internship in Germany or another country (§12) or a study abroad semester. The study abroad semester replaces the internship. Students must complete courses with a total of 30 credit points at the exchange institution and take the relevant examinations; they must provide proof of successfully completed coursework of at least 22 credit points and write a report about their study abroad semester with a target word count of 3,000 words. If the supervisor (§12 para. 6) does not confirm completion of the study abroad semester, students may repeat it once.

(4) To be admitted for the study abroad semester, students must have completed at least four semesters in their degree programme and have earned at least 70 credit points in the examinations marked with grades according to section 15 para. 3. In addition, they must prove that their proficiency in the language of instruction at their host institution is sufficient for them to successfully complete the programme. The required language proficiency level is specified either by the exchange institution or in a partnership agreement between H-RBS and the exchange institution.

(5) If students go abroad in their 7th programme semester, they may complete their bachelor's thesis there and replace the additional coursework of the 7th semester with coursework at the exchange institution.

(6) In cases of para. 2 and 5, course credit may be transferred under the German Higher Education Act and §8 of the Bachelor's Examination Regulations, if the earned qualifications do not differ substantially from the replaced coursework. The completed coursework must usually be verified by submission of a transcript of records from the exchange institution.

III. Examination procedure

§14 Purpose, scope, language and types of examinations

(1) Examinations aim to determine whether the student masters the essential content and methods of the taught subjects and is able to independently apply the acquired knowledge and skills.

(2) The examination requirements must be related to the course content as set out in the applicable programme schedule (which is part of the Examination Regulations). Verification of knowledge from previous study periods is only necessary, if required to achieve the aim of the examination under para. 1.

(3) The languages of instruction are English and German or the respective language of instruction and examination for the foreign language modules Language I, Language II and Language III.

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

- examination type and language
- time, place, duration and resources allowed in the examination

in advance and informs students of these details in writing no later than twelve weeks prior to the examination. Posting the information on the notice board or online is sufficient.

Regardless of sentence 1, the Examination Board will announce the dates and durations for the examinations suggested by the examiner during the first quarter of the course for those cases where a practical project (para. 10) is chosen as the examination type. Sentence 2 applies accordingly.

(5) Written examinations are intended for students to show that they are able to recognize and properly solve problems from the subject at hand using methods from the field in a limited timeframe and with limited resources. Written examinations are supervised.

(5a) Up to 50% of a written examination may be designed as a single or multiple choice questionnaire. Examiners must specify which answers are acceptable when designing the examination questions. If a question does not permit multiple answers, multiple answers are not permitted and will not be graded. Prior to evaluation of the examination result, examination questions must be tested by at least two authors to determine whether they allow reliable examination results. If this test shows that individual examination

questions have errors, these questions will not count towards the examination result and will not be included in the total count of examination questions. A reduced number of examination questions must not be to the disadvantage of the examination candidates. The exclusion of a question must not subtract any points from the overall grade.

Examinations under sentence 1 are considered passed, if 1. the candidate has correctly answered at least 50 percent of the examination questions or achieved at least 50% of the overall score, or 2. the candidate has correctly answered at least 40 percent of the examination questions or achieved 50% of the overall score, and the number of correctly answered questions or the score is not more than 20% below the average of all candidates taking this examination for the first time.

For written examinations with only a part designed as multiple choice questions, para. 1 and 2 apply only for this part.

§15 para. 3 applies for grading.

(6) Oral examinations are intended to have students show that they are able to recognize and properly solve problems from the subject at hand using methods from the field in a discussion with experts. Oral examinations can be conducted separately for each student or jointly for several students (group examination). In the case of group examinations, the examination duration is multiplied by the number of candidates. The essential topics and results of the oral examination must be recorded in a written report, especially the facts relevant for grading. Candidates are informed about the result immediately after an oral examination.

Students who intend to take the same oral examination at a later date can be admitted as listeners, depending on the available space and only if the candidate permits this when registering. Listeners may not attend the consultation about and announcement of the grade.

(7) A term paper is a written assignment in which students are required to work independently on a subject-specific task, using and evaluating the relevant literature.

(8) An oral presentation includes the independent written elaboration of a problem in the field and evaluation of the literature as well as the oral presentation of this research and communication of the results.

(9) The simulation exercise is intended to simulate challenging situations at work under realistic conditions. The goal is to train for complex, job-related situations.

(10) A practical project (workshop, training, negotiation, etc.) serves to establish whether the candidate is able to work independently on a job-related task within a set timeframe while using scientific and professional methods and adequately present the results in person. The facts relevant for grading the practical project must be recorded in a written report.

(11) Examinations can be held and evaluated using digital storage and/or electronic communication (online examinations). In case of an online examination, either one examiner or exam observer must be in the same room as the candidate.

The authenticity and integrity of the examination results must be ensured. Any automated grading of an examination result must be verified by an examiner. §15 para. 2 applies accordingly.

Before a student's first electronic examination during their degree programme, they receive a general introduction.

Candidates must be given the chance to review their electronic examination and their achieved result. Other areas remain subject to these Examination Regulations.

§15 Grading of examinations

(1) Examinations must be graded according to this provision. Grades must be justifiable. Students who take oral examinations must receive their grade immediately; the standard deadline for all other examinations is six weeks. It is sufficient to inform students of their grades using the electronic student information system. The examiner is usually the lecturer responsible for the respective course. If several examiners participate in an examination, they will grade the entire examination together. Para. 2 sentence 1 continues to apply.

(2) Final examinations for a degree programme and final attempts at repeating an examination must be graded by at least two examiners; other examinations can be graded by a single examiner. For oral examinations that don't fall under sentence 1, the Examination Board may appoint only one examiner. In this case, a competent observer must be added; before finalizing the grade, the examiner must consult with the observer.

(3) Except for cases under para. 4, the following grades must be used:

1	=	very good	=	Excellent achievement
2	=	good	=	Achievement significantly exceeding average requirements
3	=	satisfactory	=	Achievement meeting the average requirements
4	=	sufficient	=	Achievement that still meets requirements despite errors
5	=	unsatisfactory	=	Achievement failing to meet requirements due to significant errors

Examiners may further differentiate grades in steps of 0.3. However, the grades 0.7, 4.3, 4.7 and 5.3 are invalid.

In case the grade calculation results in a decimal, the following applies:

a value below	1.5	"very good"
a value above	1.5 to 2.5	"good"
a value above	2.5 to 3.5	"satisfactory"
a value above	3.5 to 4.0	"sufficient"
a value above	4.0	"unsatisfactory"

Only the first decimal counts; all further decimals are ignored without rounding.

Students must achieve a minimum grade of "sufficient" (4.0) to pass an examination. If two examiners grade an examination under §15 para. 6 sentence 1 and have different results, the arithmetic mean determines the final grade.

Grades are calculated according to the following table:

Grading scheme (100 points max.)		
Points		Grade
from	to (incl.)	
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
above 98		Diploma supplement

An outstanding performance of 98 points or more is specifically recognised and mentioned in the Diploma Supplement (§26 para. 5).

If a module consists of multiple examinations graded under §15 para. 3 and/or para. 4, the module grade is the weighted arithmetic mean only of those results graded under §15 para. 3, weighted by the credit points assigned to each examination.

(4) Regardless of para. 3, examinations may also be graded as "pass" or "fail." In this case, an examination is graded as "pass" if the examiner finds that it "fulfils requirements despite individual errors". If the course consists of an excursion, a language class, an internship, a practical exercise or a comparable format (e.g. business simulation), the registered student must have attended at least 75% of the total course duration, in addition to fulfilling sentence 2.

(5) Candidates must present their student ID card and an official ID card when requested by the examiner or the supervisor.

(6) Group projects may also be permitted as examinations, if each candidate's graded contribution is clearly distinguishable and can be graded based on specific differentiation criteria.

(7) In addition to a grade based on the German grading scale from 1 to 5, the Diploma Supplement also contains a relative grade based on the applicable version of the ECTS Users' Guide.

§16 Repeat examinations

(1) An examination failed in its entirety and graded under §15 para. 3 or para. 4 can be repeated twice.

(2) If a candidate fails the second examination attempt, they can request a consultation with an examiner of the second attempt. The purpose of this consultation is to identify reasons for failure in the student's study behaviour and potential improvements.

(3) Students may repeat an entire examination once in order to improve their grade. Students may use up to three repeat attempts during their entire degree programme. Repeating an examination for the second time or repeating a bachelor's thesis, colloquium or written substitute assignment is not permitted. If the grade of the repeat attempt is different than during the first attempt, the better result will be counted. An examination with the total grade of "sufficient" or "pass" may not be repeated.

(4) The midterm exam and the final part of the examination form a unit and test for related skills. Therefore, students may not transfer midterm exam grades to later semesters without having completed the final part of the corresponding examination. ECTS credits are only awarded if students complete both parts of an examination in the same semester or, in the case of two-semester modules, in two subsequent semesters, and receive a total grade of at least "sufficient".

The reasons for a student's failure to take the final part of an examination are irrelevant.

(5) The provision under para. 4 does not apply for midterm exams in the form of preparatory coursework in the sense of §17 para. 1 sentence 5 (table), which only receive a pass/fail grade. Preparatory coursework graded as "pass" remains valid regardless of when a student takes the final part of the examination.

§17 Provisions for examinations under §15 para. 3

(1) Examinations graded under §15 para. 3 can consist of mid-term exams under para. 2 and a final part of the examination at the end of the semester under para. 3 (examination types). The Examination Board specifies the examination type in advance and will inform students by the first week of lectures. Posting the information on the notice board or online is sufficient.

The following combinations of examination types are permitted:

Case 1: Final part of the examination

Cases 2 and 3: Midterm exams and final parts of examinations

The following points apply to the various combinations:

Examination type	Points		
	Case 1	Case 2	Case 3
Midterm exams	—	0 / preparatory coursework	25
Final part of the examination	100	100	75

In case 2, the preparatory coursework is requirement for admission to the final part of the examination. For grading, §15 para. 4 applies accordingly.

In case 3, the points of the individual examination types are added together.

As a rule, the final part of an examination takes place during the semester break, i.e. when there are no lectures. A date is scheduled at the end of the winter semester and at the end of the summer semester for final parts of examinations.

All midterm exams take place during the semester.

(2) The following examination types are possible for midterm exams:

- Term paper with a target word count of 4,000 for individual papers, multiplied by the number of students in case of group papers; subject to §14 para. 7.
- Oral presentation including case studies and group projects with a target duration of 20-45 minutes for individual presentations, multiplied by the number of students in case of group presentations. Depending on the duration of the oral presentation, the written part has a target word count of 1,000 (for a 45-minute oral presentation) to 3,000 (for a 20-minute oral presentation) for individual papers; for group projects, this target duration is multiplied by the number of students; subject to §14 para. 8.
- Business simulation with an oral presentation of 20 minutes; subject to §14 para. 9.
- Two written tests with a target duration of 15 minutes per semester, the better of which is included in the final grade.
- Oral examination; the target duration for individual oral examinations is 15 to 45 minutes; subject to §14 para. 6.

Lecturers are responsible for organizing midterm exams. Midterm exams are usually graded by a single examiner. The examiners are the lecturers who teach the course. There is no formal admission; the provisions on absence and withdrawal (§9 para. 1 and 2) do not apply.

(3) The following examination types are possible for the final part of an examination:

- Written examination with a duration of one to two clock hours; for specialisation subjects: two to three clock hours; subject to §14 para. 5 and 5a.
- Oral examination; the target duration for individual oral examinations is 15 to 45 minutes; subject to §14 para. 6.
- Term paper including an optional oral examination. The target word count for the term paper is 8,000 words for individual papers; this is multiplied by the number of participants for group projects. Subject to §14 para. 7. For oral examinations, §14 para. 6 applies. The term paper is completed during the semester, the oral examination within the examination period. If a term paper includes an oral examination, the results of the term paper and the oral examination each make up 50 % of the final grade.
- Realization and presentation of a practical project (workshop, training, negotiation, etc.) including all materials required (flip charts, guides, handouts, podcasts, videos), including an optional written assignment. The oral presentation must be between 60 and 120 minutes long for individuals; for group projects, this limit applies for each member. Subject to §14 para. 10. Depending on the length of the oral presentation, the written assignment has a target word count of 4,000 (for a 60-minute presentation) to 2,000 (for a 120-minute presentation) for individual projects; for group projects, this is multiplied by the number of students.

(4) The request for admission to the final part of an examination must be submitted to the Examination Board by the specified deadline. The request must be submitted online. The request may be submitted for several examinations at once, if they are scheduled for the same examination date. If a student is unable to apply for an examination online due to technical reasons under the responsibility of H-BRS, the student must inform the Examination Board in writing or electronically immediately and before the end of the registration deadline (limitation period).

Electives chosen by a student as examination subjects in their admission request cannot be changed later. Students may not change their elective after expiration of the withdrawal deadline under para. 5.

Registration after the deadline is only possible for good reasons and with approval of the Examination Board. In case of admission after the registration deadline, the Examination Board can exclude the option of withdrawal (para. 5).

The following documents must be submitted to the Examination Board when applying for admission to the final part of an examination:

1. Proof of the stated admission requirements
2. A declaration about previous attempts at corresponding examinations and previous attempts at final examinations, as well as any preliminary or intermediate examinations in the same or a comparable programme
3. In case of oral examinations: a declaration whether the candidate permits admission of listeners

The Examination Board decides on admission to the examination. The Examination Board announces the candidates admitted to the final part of an examination in due time, usually meaning two weeks before the examination date according to para. 1.

(5) Candidates may withdraw their request for admission to the final part of an examination online up to seven days before the date fixed for the examination (withdrawal) without any effect on their permitted number of attempts. Para. 4 sentence 4 applies accordingly.

(6) Admission to an examination is announced through the electronic Student Information System (SIS). Students must check the Student Information System for their admission and make sure that their registration or withdrawal is recorded correctly. Only students recorded as admitted may take the exam.

§18 Provisions for examinations under §15 para. 4

(1) There is no formal admission procedure for these examinations. Candidates must register officially by signing a participant list or registering online before a date announced by the lecturer at the start of the semester. This registration is required for taking the examination. The provisions for failure to appear and withdrawal (§9 para. 1 and 2) apply accordingly.

(2) The following types of examinations are possible in particular:

- Attending at least 75% of the total course, if the course is an excursion, language class, internship, practical project or a comparable format (e.g. business simulation).
- Written examination of at least 60 minutes; subject to §14 para. 5.
- Oral examination; the target duration for individual oral examinations is 15 to 45 minutes; subject to §14 para. 6.
- Term paper with a target word count of 4,000 words for individual papers, multiplied by the number of students in case of group papers; subject to §14 para. 7.
- Oral presentation including case studies, practical studies, internship reports and group projects with a target duration of 20 to 45 minutes for individual presentations; for group projects, this target applies for each member. Depending on the duration of the oral presentation, the written part has a target word count of 1,000 (for a 45-minute oral presentation) to 3,000 (for a 20-minute oral presentation) for individual papers; for group projects, this target duration is multiplied by the number of students; subject to §14 para. 8.
- Business simulation with an oral presentation of 15 minutes; subject to §14 para. 9.
- Development, realization and evaluation of empirical research, including written assignment. The examiner specifies the scope and format of the assignment.

IV. Bachelor's thesis

§19 Purpose of the bachelor's thesis, topic, examiners

(1) The bachelor's thesis is a written assignment on a specified topic. It is intended to prove that the candidate is able to independently work on a practical assignment from the field, taking into account both its subject-specific details and its interdisciplinary aspects, using academic and subject-specific methods. The bachelor's thesis may be written in English, German or any other language accepted by the examiners.

(2) The bachelor's thesis may be assigned and supervised by any lecturer who is an eligible examiner under §7 para. 1. The candidate must have the opportunity to propose both a topic and the examiners for the bachelor's thesis.

(3) Upon the candidate's request, the Examination Board may also appoint a contract professor, a lecturer with particular assignments (*LfbA*), or a professionally qualified, experienced trainer under §7 para. 1 to supervise the thesis. In this case, the second examiner must be a full-time lecturing professor at the Department of Management Sciences. If approved by the Examination Board, the bachelor's thesis can also be completed at an organization outside of H-BRS, if it can be sufficiently supervised there.

(4) Upon request, the chairperson of the Examination Board ensures that the applicant receives a topic for the bachelor's thesis on time. The Examination Board must ensure that the examination duties are evenly distributed among the examiners, to the possible extent.

(5) The bachelor's thesis may also be accepted as a group project, if the individual candidates' contribution is clearly distinguishable and assessable on the basis of paragraphs, page numbers or other criteria and if it fulfils the provisions of para. 1.

§20 Admission to the bachelor's thesis

(1) Students who have earned at least 140 ECTS credits from coursework of the first to fifth semesters according to the study schedule mentioned in §11 para. 1 and 2 and attached to these Examination Regulations may be admitted to the bachelor's thesis.

(2) Students must apply for admission online or in writing to the chairperson of the Examination Board. The following documents must be enclosed with the application, unless they have been submitted earlier:

1. A declaration stating which examiners are willing to supervise the bachelor's thesis
2. The topic that the examiner intends to assign for the bachelor's thesis
3. A statement on previous attempts at completing a bachelor's thesis

(3) Before the Examination Board announces its decision on the request for admission, students may withdraw the request in writing 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 admissions. Admission is denied if the requirements of para. 1 are not fulfilled or if the documents are incomplete.

§21 Assignment and completion of the bachelor's thesis

(1) The chairperson or deputy chairperson of the Examination Board is responsible for assigning the topic for the bachelor's thesis. The date on which the Examination Board notifies the student about the topic of the bachelor's thesis and the examiners is defined as the assignment date; this date must be documented.

(2) The assignment period for the bachelor's thesis (i.e. the time from the date of assignment to the date of submission) is three months.

If the bachelor's thesis is empirical in nature, the deadline may be extended by one month upon request. The chairperson of the examination board decides whether a topic is empirical in nature after having heard the designated examiner.

The topic and the assignment must be designed to permit completion of the bachelor's thesis within the deadline. In exceptional cases, the Examination Board may extend the assignment period by up to one month; students must request such an extension prior to the deadline, specifying the reasons. The thesis supervisor must be heard on this request. In case of an extension for health reasons, a medical certificate under § 9 Par. 2 must be included with the request. If the illness lasts more than four weeks, the candidate may request to change the topic.

(3) The bachelor's thesis should be between 15,000 and 17,500 words long and observe the format specified by the Examination Board.

(4) The topic of the bachelor's thesis can be changed for no reason only once and only in the first three weeks of the assignment period. In case of a repeated attempt, the topic may be changed only if the candidate did not use this option while working on the first attempt.

§22 Submission and grading of the bachelor's thesis, repeat attempts

(1) Candidates must submit two printed and bound copies and three digital copies of the bachelor's thesis to the chairperson of the Examination Board before the deadline. The digital versions (e.g. CD-ROM) must be submitted with the printed copies in a common file format (e.g. txt, doc, rtf or pdf, without access protection). The submission date must be documented. If the thesis is submitted by mail, the postmark date is the submission date. When submitting the bachelor's thesis, candidates must confirm in writing that they have written the thesis independently, that all sources are documented and that all quotes are referenced. Candidates must also declare that the subject matter does not overlap with a final thesis written for a previous degree programme.

(2) The bachelor's thesis must be graded by two examiners. One of them must have supervised the thesis. Students have the right to propose the second examiner, who is appointed by the Examination Board. In cases set out in §19 para. 3, the second examiner must be a full-time lecturing professor at the department. If the examiners give different grades, the final grade is the arithmetic mean of the individual grades, provided that both grades are at least "sufficient" (4.0) and the difference between the two grades is not greater than 2.0 points.

If one examiner gives a failing grade or if the difference is more than 2,0 points, the Examination Board must appoint a third examiner. In this case, the final grade will be the arithmetic mean of the two best grades given by the three examiners. However, the bachelor's thesis may only be graded as "sufficient" (4.0) or better, if at least two of these grades are "sufficient" (4.0) or better. All grades must be substantiated in writing.

(3) Candidates can repeat their bachelor's thesis once. A bachelor's thesis with a grade of "sufficient" (4.0) or better cannot be repeated.

§23 Colloquium

(1) The colloquium supplements the bachelor's thesis and is graded separately. The purpose of the colloquium is to determine if the candidate is able to present and independently substantiate the results of the

bachelor's thesis, the academic and methodological approaches used, as well as interdisciplinary relationships and external references, and assess the practical significance.

(2) The colloquium is an oral exam lasting 30 to 45 minutes. The provisions for oral examinations (§14 para. 6) apply accordingly.

(3) At the request of the bachelor's thesis supervisor, the Examination Board can specify that a student can submit a written substitute assignment to replace the colloquium. It has two parts: one draft for a 30-45 minute oral presentation and one written assignment of 1,000 words.

(4) Only students who have passed all examinations and the bachelor's thesis may be admitted to the colloquium. Students who have completed all examinations and submitted the bachelor's thesis on time may be submitted to the written substitute assignment, under the condition that their thesis later receives a passing grade.

In justified exceptional cases, especially in case of agreements with exchange institutions, students may also be admitted to the colloquium (or written substitute assignment) before completing the practical semester or study abroad semester.

(5) Students must apply for admission to the colloquium or the substitute assignment online or in writing to the chairperson of the Examination Board.

(6) The colloquium or the written substitute assignment is usually graded by the examiner(s) of the bachelor's thesis. In case of §22 para. 2, the colloquium is graded by those examiner(s) whose individual grade(s) formed the final grade of the bachelor's thesis.

(7) The colloquium or written substitute assignment can be repeated once. Para. 8 continues to apply. A colloquium or written substitute assignment graded at least as "sufficient" cannot be repeated.

(8) If a student fails the bachelor's thesis, the attempt at the written substitute assignment will not be counted; in case the student repeats the bachelor's thesis, they must reapply for admission to the colloquium or substitute assignment.

§24 Additional subjects

In addition to specialisations and electives specified in these Examination Regulations, students may take one additional specialisation or elective and sit for exams, which, however, will not be included in the bachelor's examination. Students must apply to the relevant department to have these examinations certified. Students may apply for admission to additional subjects after the end of the regular registration deadline. Their admission depends on the available capacities.

V. Result of the bachelor's examination

§25 Result of the bachelor's examination

(1) For a student to pass the bachelor's examination, all examinations and the bachelor's thesis must receive a minimum grade of "sufficient" (4.0) or "pass".

(2) Candidates fail the bachelor's examination after finally failing one of the examinations in para. 1 with a grade of "unsatisfactory" (5.0) or "fail". In case of a failing grade or loss of their right to take examinations, candidates receive an official notification with information on their right to appeal.

Candidates may request the chairperson of the Examination Board to issue a confirmation about their completed examinations and grades and the coursework still required to pass the bachelor's examination. The confirmation must state that the candidate has failed the final attempt at their bachelor's examination or lost the right to take the examination.

§26 Transcript, diploma and diploma supplement, total grade

(1) The transcript for a successfully completed bachelor's examination must state the credit points for each subject, the grades for each examination and the bachelor's thesis as well as the topic and the total grade of the bachelor's examination.

(2) The total grade of the bachelor's examination is the arithmetic mean of the grades only for those examinations graded under §15 para. 3. The following weighting factors apply:

- | | |
|---|------------|
| • Submission of the bachelor's thesis | 15 percent |
| • Grade of colloquium | 5 percent |
| • The module grades of the examinations graded under §15 para. 3, | 80 percent |
| 16 percent are assigned to each specialisation, totalling | 32 percent |
| and 3 percent for each additional module examination, totalling | 48 percent |

(3) The transcript confirming that the bachelor's examination has been passed must be issued without delay, if possible within four weeks of completion of the last examination. It must be signed by the dean or vice dean and the chairperson or deputy chairperson of the Examination Board and shows the date on which the last examination was completed.

The candidate receives the diploma along with the transcript, which shows the same date. The diploma certifies the academic bachelor's degree. The diploma must be signed by the dean or vice dean and the chairperson or deputy chairperson of the Examination Board and bear the seal of H-BRS.

(5) The diploma supplement must mention the number of examinations completed with excellent results graded under §15 para. 3. The diploma supplement is signed by the dean or vice dean and the chairperson or deputy chairperson of the Examination Board and handed over to the candidate.

VI. Final provisions

§27 Access to examination records

After announcement of their examination results, students may request access to the records of their examinations from the chairperson of the Examination Board. The Examination Board specifies the time and place of the examination review. During the examination review, students may produce a copy or other faithful reproduction of the examination record.

§28 Invalid examinations, revocation of the bachelor's degree

(1) If a student 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 student cheated. If the attempt at cheating becomes known only after issue of the diploma, the Examination Board may declare the final examination as either completely or partially failed.

(2) If a candidate has failed to meet admission requirements for an examination without the intention to deceive, and if this fact becomes known only after issue of the diploma, this failure is remedied by the student's passing of the examination. If the candidate has intentionally and wrongfully obtained admission, the Examination Board decides about the legal consequences in adherence to the "Administrative Procedure Act of the State of North-Rhine Westphalia" (*Verwaltungsverfahrensgesetz NRW*).

(3) The incorrect diploma must be collected and reissued, if appropriate. A decision under para. 1 and para. 2, sentence 2 is no longer possible after the limitation period of five years after issue of the diploma.

§29 Coming into force, transitional provision

(1) These Examination Regulations are published in the official announcement publication of H-BRS (*Verkündungsblatt*). They come into force on the day after publication for all students who enrol for the International Business (B.Sc.) programme at H-BRS from the 2021/22 winter semester.

(2) If these examination regulations are replaced by a newer version, or if the programme is discontinued, examinations will be offered up to four semesters after the semester in which the course assigned to the examination was last offered. This four-semester period begins with the semester in which the course was last offered. Details can be specified in a separate document.

Issued based on the resolution of the Departmental Council of the Department of Management Sciences on 27 May 2021.

Sankt Augustin, 10 June 2021

The Dean
of the Department of Management Sciences at H-BRS
Prof. Dr. Peter Muck

Annex 1: Recommended study schedule

Modules	Examination	SCH	CP	Teaching units	Total SCH	Semester						
						1	2	3	4	5	6	7
Business Administration 1	§15 para. 3	5	6	Principles of Business Administration	2	2						
				Principles of Marketing	3	3						
Business Administration 2	§15 para. 3	5	6	Principles of Production and Logistics	3	3						
				Principles of Accounting	2	2						
Business Administration 3	§15 para. 3	5	6	Principles of Organisation	2	2						
				Principles of Human Resource Management	3	3						
Intercultural Communication	§15 para. 4	4	6	Intercultural Communication	3.5	4						
				Academic Research and Writing	0.5							
Mathematics	§15 para. 3	5	6	Mathematics	5	5						
Cost Accounting	§15 para. 3	4	6	Cost Accounting	4		4					
Management Information Systems	§15 para. 3	4	6	Management Information Systems	4		4					
Business Law in an International Context	§15 para. 3	4	6	Business Law in an International Context	4		4					
Statistics	§15 para. 3	4	6	Statistics	4		4					
Language I	§15 para. 3	4	6	Language I	4		4					
Language II	§15 para. 3	4	6	Language II	4			4				
Finance	§15 para. 3	5	6	Finance	3			5				
				Investments	2							
International Financial Accounting/Taxation	§15 para. 3	4	6	International Financial Accounting/Taxation	4			4				
Microeconomics	§15 para. 3	4	6	Microeconomics	4			4				
Business Application Systems	§15 para. 4	4	3	Development of Business Application Systems	2			2				
	§15 para. 4		3	Usage of Business Application Systems	2			2				
Specialisation 1	§15 para. 3	13	18	Specialisation 1	13				13			
Macroeconomics	§15 para. 3	6	4	Macroeconomics	4				4			
	§15 para. 4		2	Economic Policy in Practice	2				2			
Language III	§15 para. 3	4	6	Language III	4				4			
Corporate Management	§15 para. 3	7	3	Corporate Planning	2					2		
	§15 para. 3			Business Ethics	1				1			
	§15 para. 4			Business Simulation	4				4			
Research Methods	§15 para. 4	4	6	Research Methods	4					4		
Specialisation 2	§15 para. 3	13	18	Specialisation 2	13					13		
Internship or Study Abroad	§15 para. 4		30	Internship								
Applied International Project Management	§15 para. 4	4	6	Applied International Project Management	4							4
Elective or Project	§15 para. 4	4	6	Elective or Project	4							4

Examination Regulations for the International Business programme
at H-BRS (BPO International Business B.Sc. 2017)

Final Thesis	§15 para. 3		12	Final Thesis									
Colloquium/Tutorial	§15 para. 3	1	6	Colloquium									
	§15 para. 4			Tutorial	1								1
		121	210	Total hours	121	24	20	21	23	24			9

Students may consult the Study Guidance Service to create their individual study schedule.

Annex 2: Examination types

Examination type	Examination		
	Graded with differentiated grade (§15 para. 4)		Graded as pass/fail (§15 para. 4)
	Midterm exam	Final exam	
Written exam (minutes)	-	60-120	60
Written exam in specialisation (minutes)	-	120-180	-
Term paper (words)	4,000	8,000	4,000
Term paper (additional oral exam)	-	optional	-
Oral presentation / case study Part (minutes)	20-45	-	20-45
Written presentation / case study Part (words)	3,000-1,000	-	3,000-1,000
2 written tests (minutes)	15 each	-	-
Business simulation	yes	-	yes
Empirical study (written paper)	-	-	yes Scope set by examiner
Oral exam	15-45	15-45	15-45
Course attendance (percentage)	-	-	At least two thirds
Bachelor's thesis (words)	-	15,000-17,500	-
Colloquium (minutes) or Colloquium (words)	- -	30-45 1,000 plus concept	- -

Comment:

- The following examination types are possible for group projects:
Term paper, presentation, business simulation, empirical study, practical project, oral examination, bachelor's thesis.
In this case, multiply the value in the table by the number of students.