Study and Examination Regulations for the Bachelor’s Programme Business and Engineering

At the University of Applied Sciences Würzburg-Schweinfurt (SPO IBE) – English

Version from 12 April 2017

On the basis of Article 13 (1) Sentence 2, (Article 43 (4)), 58 (1) Sentence 1, 61 (2) Sentence 1 and (8) Sentence 2, and Article 66 (1) Sentence 8 of the Bavarian University and College Act (BayHSchG), the University of Applied Sciences Würzburg-Schweinfurt (FHWS) is issuing the following regulations:

Contents

Section I
General issues
§ 1 Purpose of the study and examination regulations
§ 2 Programme objective
§ 3 Conditions for admission to the programme
§ 4 Re-enrolment, leaves of absence

Section II
Programme structure
§ 5 Standard time to degree, programme structure and begin
§ 6 Modules
§ 7 Curriculum
§ 8 Internship
§ 9 Seminar paper/Research project
§ 10 Semester abroad
§ 11 Bachelor’s thesis
§ 12 Programme advice

Section III
Organisation of examinations
§ 13 Examinations

Section IV
Administrative issues
§ 28 Examination committee
§ 29 Dealing with student requests and appeals
§ 30 Academic title, certificates

Section V
Coming into effect
§ 31 Coming into effect
§ 32 Transitional provisions
Section I
General issues

§ 1
Purpose of the study and examination regulations

¹These Study and Examination Regulations govern the course of the degree programme Bachelor of Business and Engineering. ²They serve to complete and supplement the General Examination Regulations for Universities of Applied Sciences (Rahmenprüfungsvorschrift, RaPO) of 17 October 2001 (Law and Ordinance Gazette; Gesetz- und Verordnungsblatt; GVBl p. 686), as amended by the amending regulation of 6 August 2010 (GVBl S. 688), and the General Examination Regulations of the University of Applied Sciences Würzburg-Schweinfurt (Allgemeine Prüfungsordnung FHWS, APO-FHWS) of 26 October 2010 in their current version.

§ 2
Programme objective

(1) ¹Through practice-oriented teaching with an academic basis in the field of industrial engineering, the objective of the English-language degree programme Bachelor of Business and Engineering is to teach, in particular, the engineering and business-related expertise, methodological competence and social skills that enable students to independently apply analytical findings and methods and to act responsibly in the workplace and in society in the occupational field of industrial engineering. ²The occupational field is very broad internationally and ranges from generalists to specialists in purchasing, production, or sales.

(2) ¹The occupational field is determined by companies' global competition for profits, whilst at the same time satisfying the customers' requirements for needs-based products and services, which often differ from country to country. ²Knowledge of the potential for technical solutions, taking into account economic targets and different national frameworks, is gaining in importance. ³Corporate structures which are still mostly function-oriented are increasingly breaking up into project and process organisations. ⁴Procurement and sales markets as well as the production of goods and services have become very internationalised.

(3) ¹Alongside the acquisition of targeted expertise, the degree in Business and Engineering aims to train the ability to identify and consider differences and similarities in national frameworks, to identify the larger context, to react flexibly, and to manage projects. ²The programme focuses on cross-linking engineering and business-related issues in as many subject areas and disciplines as possible. ³The aim is to develop decision-making skills, communication skills and the willingness to cooperate with others. ⁴Additionally, the programme is to develop the ability to independently perform entrepreneurial activities as well as to think process-oriented.

(4) ¹Due to the interdisciplinary nature of this degree, the Faculty of Business and Engineering works closely with the Faculties of Mechanical Engineering, Electrical Engineering, Economics and Business Administration, and Computer Science and Business Information Systems. The increasing internationalisation of companies is taken into account through close cooperation with foreign partner universities.

§ 3
Conditions for admission to the programme

(1) ¹Admission to the degree programme Bachelor of Business and Engineering is conditional upon evidence of

  a) a university entrance qualification,

  b) an entrance qualification for a university of applied sciences (Fachhochschulreife) or

  c) a higher education entrance qualification in terms of Article 45 of the Bavarian University and College Act of 23 May 2006 (Law and Ordinance Gazette, GVBl, p. 245, Bavarian Collection of Laws, BayRS, 2210-1-1-WFK) in its current version.

²Evidence of the existence of the condition under Sentence 1 a) to c) is provided in accordance with the Regulation Concerning Eligibility for Studying at the Universities of the Free State of Bavaria and the State-recognised Private Universities of 2 November 2007 (GVBl p. 767) in its current version. ³Other conditions for admission to the degree programme (in
particular with regard to the student’s linguistic eligibility for the programme) and for matriculation can be found in the Regulations for the Procedure of Enrolment, Leave of Absence, and Termination of Enrolment at the University of Applied Sciences Würzburg-Schweinfurt (Enrolment Regulations FHWS) in its current version.

(2) ¹In addition to the conditions under (1), evidence must be provided of practical experience of at least six weeks that is appropriate for the degree Bachelor of Business and Engineering (pre-study internship). ²The pre-study internship must fulfil the following subject-specific requirements:
- Teaching of consolidated knowledge regarding the purpose, principle, and importance of various customary production processes as well as about the working methods of corresponding production equipment and machines.
- Teaching of consolidated knowledge regarding the properties and behaviour of the most important materials of mechanical engineering with processing and use.
- Insights into technical and organisational connections of the production process as well as experience in the operational working environment and with the social structures of the company.
³The pre-study internship is preferably to be completed continuously and before the start of studies. ⁴If admission to the degree programme Bachelor of Business and Engineering is not restricted, there is the possibility to make up for the pre-study internship until the end of the second programme semester. ⁵The pre-study internship should be completed in a company or another appropriate institution and cover at least 35 hours per week.

(3) Time in which statutory maternity leave is claimed, in accordance with the Act for the Protection of Working Mothers (Mutterschutzgesetz, MuSchG) as published on 20 June 2002 (Federal Law Gazette, BGBl, I p. 2318) in its current version, parental leave and, in accordance with § 7 (3) of the Law on Care-Giving (Pflegezeitgesetz, PflegeZG) as published on 28 May 2008 (BGBl I p. 874,896) in its current version, leaves of absence for the care of close relatives being in the need of care in the meaning of §§ 14, 15 of the Eleventh Volume of the Social Security Code (Sozialgesetzbuch, SGB XI) as published on 26 May 1994 (BGBl I p. 1014, 1015) in its current version, must not be credited against the amount of time specified in (2) Sentence 2.

Section II
Programme structure

§ 5
Standard time to degree, programme structure and begin

(1) ¹The standard time to degree is seven semesters with a total of 210 Credit Points (CP). ²One CP corresponds to a student workload of 30 hours, including contact time and independent study.

(2) ¹The programme structure is laid down in the appendix to these study and examination regulations. ²The programme has a modular structure. ³A module consists of one class or a number of classes that are thematically related and coordinated with one another as regards timing.

(3) The programme begins in the winter semester.
§ 6

Modules

(1) All the modules are core modules, elective modules or optional modules:

a) Core modules are compulsory for all students of the degree programme.

b) ¹Elective modules are either Core Elective Modules (FWPM) or General Elective Modules (AWPM) that are offered individually or in groups and can be chosen by students from a catalogue. ²All chosen modules except the General Electives (AWPM) are treated like core modules.

c) ¹Optional modules are not mandatory for the achievement of the study aim. ²They can be selected from the university’s study options as additional modules and can also be listed in the examination certificate at the student’s request. ³Optional modules are not included in the final grade and cannot be credited against the total referred to in § 5 (1).

(2) Students have to select Core Electives of 40 CP and one General Elective Module of 5 CP that can be credited against the total; the General Elective Module may consist of several General Elective Courses.

(3) ¹The catalogue of General Elective Courses is determined by the Faculty of Applied Natural Sciences and Humanities with the agreement of the Faculty of Business and Engineering. ²General Electives serve the development of interdisciplinary skills ("studium generale"); therefore, they have no immediate thematic relation to other modules of the degree programme Bachelor of Business and Engineering. ³The offer may include the following subject areas: languages, cultural studies, science and technology, politics, law and business/economic studies, pedagogy, psychology and social sciences, soft skills, creativity and art. ⁴General Electives Courses with the best grade up to the total possible for General Electives specified in (2) can be included into the final grade of the General Elective Module unless the student decides against it.

(4) ¹The catalogue of Core Electives is determined by the Faculty of Business and Engineering. ²Core Electives serve the development of advanced competencies; therefore, they have an immediate thematic relation to other modules of the degree programme Bachelor of Business and Engineering. ³The offer includes the following subject areas: business sciences (e.g. production, logistics, sales, controlling, purchase) and engineering (e.g. mechanical engineering, electrical engineering, mechatronics). ⁴Every student has to select Core Electives with a total of 20 CP each from business sciences and engineering. ⁵By taking the respective exam for the first time, the choice of the Core Electives is made.

(5) ¹In the appendix to these study and examination regulations, the modules, in the case of Core Modules the classes assigned to them, the semester in which they are taken, the CP and credit hours (Semesterwochenstunden, SWS), the format, length and language of the examination and the particular conditions for admittance to the examination are specified. ²Modules that do not lead to a final grade, i.e. are ungraded, are identified accordingly. ³The regulations are supplemented by the Curriculum (§ 7).

(6) ¹The foundation modules (within the meaning of § 4 (2) of the General Examination Regulations for Universities of Applied Sciences, RaPO) are the modules of the first year of studies. ²Foundation modules (within the meaning of § 8 (2) Sentence 1 RaPO) are: - Mathematics - Basics and - Physics.

(7) ¹There is no guarantee that all elective modules provided for in these study and examination regulations are offered every semester. ²There is also no guarantee that the associated classes will take place if there is not a sufficient number of participants.

(8) ¹The Faculty of Business and Engineering can assign core modules and elective modules to individual areas of specialisation as specialisation modules; when doing so, one core module or elective modules may be assigned to more than one area of specialisation. ²The faculty regulates the arrangements for the recognition of core modules and elective modules as specialisation modules and their assignment to the individual areas of specialisation.

a) Area of engineering specialisation

- If the students take core modules and elective modules corresponding to 25 CP from the area of engineering specialisation, this is recognised as their area of specialisation. The modules of the area of specialisation comprise two fixed modules, two elective modules and one
laboratory certificate corresponding to the respective area of specialisation.

- If an elective module is assigned to more than one area of specialisation, it may only be taken into account once per student for the recognition of an area of specialisation. In this case, the student shall be responsible for deciding the area of specialisation for which the elective module taken is to be considered.

b) Area of business specialisation

- If the students take core modules and elective modules corresponding to 20 CP from the area of business specialisation, this is recognised as their area of specialisation. The modules of this area of specialisation comprise two fixed modules and two elective modules.

- If an elective module is assigned to more than one area of specialisation, it may only be taken into account once per student for the recognition of an area of specialisation. In this case, the student shall be responsible for deciding the area of specialisation for which the elective module taken is to be considered.

§ 7
Curriculum

¹To safeguard the range of courses offered, to provide information for the students, and to further specify these study and examination regulations, the faculty council decides upon a curriculum that is not part of these study and examination regulations. ²This describes the course of study for the next semester. ³The curriculum must be published for the whole University. ⁴The publication of new regulations must take place at the start of the lecture period of the semester in which the regulations are to be applied for the first time. ⁵The curriculum includes, in particular, regulations and information about

a) the catalogue of offered modules, their time allocation and the distribution of CP,
b) the types of all courses, insofar as they have not been definitively specified in the appendix to these study and examination regulations,
c) the programme objectives and contents of all courses,
d) more detailed provisions regarding the examinations and certificates of participation, and the particular conditions for admittance to the examinations insofar as no final regulations have been laid down yet in these study and examination regulations,
e) the specification of the language of instructions for all courses, if it is not delivered in English, and
f) the specification of the language of examinations for all courses, if it is not held in English.

§ 8
Internship

(1) ¹The internship module consists of a continuous, supervised internship lasting at least 20, but no more than 26 weeks. ²According to § 2 (2) Sentence 2 RaPO, the internship is accompanied by the seminar Preparation and Reflection of Internship.

(2) Only students who have gained 90 CP from first three semesters by the time of the start of the internship are entitled to enter this part of the degree programme.

(3) The coordinator responsible for the internship module is, as a rule, a professor or another member of the teaching staff and will be appointed by the faculty council.

(4) ¹The supervised internship should be completed in a company or another external institution/organisation. ²The student is employed on a full-time basis.

(5) During the internship, the student is supervised by an appropriate member of the Faculty of Business and Engineering as well as by qualified members of staff of the respective company/institution/organisation.

(6) The training objectives and training contents can be found in the internship plan which is adopted and published by the faculty council of the Faculty of Business and Engineering.

(7) ¹Before the start of the internship, a written training contract must be concluded between the student and the training institution. ²In addition to general concerns under employment law, this contract also regulates, in particular,
a) the obligation of the training institution
   i. to train the student for the agreed period in accordance with the internship plan and to have them
supervised for this period by a qualified person;

ii. to allow the student to attend the accompanying seminar Preparation and Reflection of Internship and to take an examination when required;

iii. to review and initial the report that is to be produced by the student;

iv. to issue a training reference in good time for the end of the supervised internship.

b) the obligation of the students

i. to take advantage of the training opportunities and to carefully perform the tasks assigned within the framework of the internship plan;

ii. to produce a report on the tasks and contents of the training during the supervised internship in due time.

c) insurance issues for the students.

d) the possibility of premature termination of the contract.

³Before the conclusion of this contract, the agreement of the faculty’s coordinator responsible for the internship of the degree programme Bachelor of Business and Engineering must be obtained.

(8) The supervised internship is deemed to be successfully completed if

a) evidence of the internship and its duration of at least 20 weeks, full-time, is provided through a reference from the training institution or through a professional appraisal;

b) a report on the student’s activities during the internship signed by the training institution is available and the contents of this have been approved by the supervising person of the Faculty of Business and Engineering.

(9) The internship is assessed at 28 CP and the grade “passed successfully” or “failed”.

§ 9

Seminar paper/Research project

(1) A seminar paper/research project is an assignment during the semester with complex contents and an open-ended approach and serves to provide evidence of theoretical/academic, specialist and creative skills, as well as communication skills. ³Due to the complexity of the task and the manner of execution, the work is generally done over an extended period without constant supervision. ³The topic set should be such that the work in related exclusive processing is usually completed within a period of two to three weeks. ⁴When the topic is set, it may be specified that a seminar paper/research project that has not yet been submitted may not be removed from fixed areas of the university.

(2) The task should have practical relevance and be performed at the university, in a company or an external institution. ²The seminar paper/research project may be assigned to a number of students to work on together. ³At the same time, it must be possible to identify and assess individual performance. ⁴The allocation of the topic, the students working on it and the period for the work must be recorded.

³Before the conclusion of this contract, the agreement of the faculty’s coordinator responsible for the internship of the degree programme Bachelor of Business and Engineering must be obtained.

(8) The supervised internship is deemed to be successfully completed if

a) evidence of the internship and its duration of at least 20 weeks, full-time, is provided through a reference from the training institution or through a professional appraisal;

b) a report on the student’s activities during the internship signed by the training institution is available and the contents of this have been approved by the supervising person of the Faculty of Business and Engineering.

(9) The internship is assessed at 28 CP and the grade “passed successfully” or “failed”.

§ 10

Semester abroad

(1) The student has completed a semester abroad if they have earned credit points abroad for a continuous period of at least three months and the examination committee has acknowledged these (credit transfer). ²The credits are generally
earned at a partner university (studies abroad) or in a company or an external institution (internship abroad).

(2) ¹The link for the decision to award credit transfer is exclusively the competences acquired or to be proven by the student in the specific module (learning results). ²Credits are to be transferred if there are no substantial differences between the acquired competences and those that are to be proven.

(3) ¹If grades are not determined on the basis of an additional examination, the conversion is done using the formula

\[
\text{Grade} = 1 + 3 \times \frac{E-\text{Grade Abroad} - A-\text{Grade Abroad}}{Z-\text{Grade Abroad} - A-\text{Grade Abroad}}
\]

rounded to the nearest FHWS grade, where:
- \( A-\text{Grade Abroad} \): the highest attainable grade,
- \( Z-\text{Grade Abroad} \): the lowest attainable grade that constitutes a pass in the examination, and
- \( E-\text{Grade Abroad} \): the attained grade (= to be accredited) in the grading system of the foreign university.

²If the result is precisely between two FHWS grades, it is rounded to the higher grade.

(4) The acknowledgement of an internship abroad is effected by the internship coordinator of the degree programme Bachelor of Business and Engineering.

§ 11

Bachelor’s thesis

(1) The bachelor’s thesis should show that the student is capable of working independently and on an academic basis on a problem from the field of the degree programme Bachelor of Business and Engineering.

(2) ¹The student may start work on the bachelor’s thesis not before
a) the supervised internship and the accompanying seminar have been successfully completed and
b) at least 150 CP have been earned.

²Exceptions may be approved by the examination committee.

(3) ¹As a rule, two examiners are appointed by the examination committee for the Bachelor’s thesis. ²At least one examiner must be a professor in the Faculty of Business and Engineering. ³The examiners assign the topic and supervise the work. ⁴If the student is to work on the thesis at the university, the topic must be such that it can be dealt with using the university’s facilities. ⁵With the agreement of the examination committee, the Bachelor’s thesis may be completed in an institution outside the university if supervision by the university’s examiners is guaranteed. ⁶The student may express requests for topics within the framework of the core modules and elective modules of the degree programme Bachelor of Business and Engineering. ⁷The assignment of a topic to a number of students to work on it together is permissible, provided that the individual performance of the individual student can be assessed.

(4) ¹The topic set should be such that the work in related exclusive processing is usually completed within a period of eight weeks. ²The period from the topic being set to the submission of the Bachelor’s thesis may not exceed five months if the Bachelor’s thesis is assigned no later than one month after the start of the seventh programme semester. ³Otherwise, the period may not exceed three months. ⁴The duration of the thesis is to be stipulated by the Examination Committee of the degree programme Bachelor of Business and Engineering and recorded along with the topic.

(5) ¹The topic may only be given back once, for a good reason and with the consent of the chair of the examination committee. ²The topic may not be given back if the student is repeating the Bachelor’s thesis and has already given back the topic when writing their first Bachelor’s thesis.

(6) ¹The Bachelor’s thesis must be accompanied by a declaration by the student that they have written the paper independently, not submitted it elsewhere for examination purposes, used no sources or resources other than those indicated, and marked any verbatim quotes and paraphrases as such. ²The Bachelor’s thesis must be submitted on-time in at least one printed copy and additionally twice in a digital format (once anonymised, i.e., without the student’s name and matriculation number); it must also satisfy the other formal criteria that are defined and published by the Faculty Council of Business and Engineering and which
were handed out to the students together with their topic.

(7) ¹The period for marking the Bachelor’s thesis should not exceed four weeks. ²A Bachelor’s thesis is awarded the grade “non-sufficient” if it is not submitted on time.

§ 12  
Programme advice

(1) The primary task of the programme advisor is to support the students with all questions related to planning the course of their degree and the organisations of their studies.

(2) The programme advisor provides advice with respect to § 18 (3) and the legal consequences mentioned there.

(3) The programme advisor is, as a rule, a professor or another member of the teaching staff and will be appointed by the faculty council.

Section III  
Organisation of examinations

§ 13  
Examinations

(1) Every core module and elective module generally culminates in an examination or an examined assignment.

(2) ¹Examinations take the form of a written or oral examination or of another examined assignment. ²Examinations are generally taken in the scheduled examination period. ³Examination dates may be set during the lecture period

a) for additional resits

b) for examined assignments that must be done during the lecture period according to their purpose, in particular seminar paper/research project.

(3) ¹If admittance to an examination is dependent on a particular condition (see § 6 (4) Sentence 1), the student affected must be notified, no later than two weeks before the relevant examination, whether the condition has been fulfilled. ²If this deadline is not observed, the condition for admittance to the examination in this examination period is deemed to be fulfilled.

(4) ¹If proof of participation in classes must be provided for admittance to examinations, the certificate of participation may be refused if the class was not attended or only attended irregularly (i.e. not in at least 75 % of the offered class dates). ²The issuance of the certificate of participation may also be made dependent on the completion of certain tasks (e.g. the performance of certain experiments). ³Such a condition is indicated in the appendix to these study and examination regulations and in the Curriculum.

(5) ¹If admittance to an examination is dependent on a particular condition (see § 6 (4) Sentence 1), the student affected must be notified, no later than two weeks before the relevant examination, whether the condition has been fulfilled. ²If this deadline is not observed, the condition for admittance to the examination in this examination period is deemed to be fulfilled.

(6) Any examination or examined assignment awarded the grade "non-sufficient" must be assessed by two examiners.

§ 14  
Written examinations

(1) Written examinations are invigilated.

(2) ¹The tasks set in an examination module should be uniform for an examination date at a university. ²It may be possible to choose between a number of tasks.

(3) ¹If students arrive late for a written examination, they are not entitled to a corresponding extension of the examination time. ²Students are only permitted to leave the examination room with the permission of an invigilator. ³A record (examination record) must be made of each written examination. ⁴The incidents that are
relevant for the assessment of performance, in particular incidents in accordance with § 26 (Infringements of the examination regulations), must be entered in the record.

(4) ¹The assessment process should not take longer than four weeks. ²The markings of the first and second marker must be noted on the examination paper.

(5) The time allotted for a written examination should not be less than 90 minutes or more than 240 minutes.

(6) ¹Students may be given access to their written examination papers after the assessment process (marking and grading) is finished. ²The examiner must be present when access is given. ³The university examination board regulates the formalities for this; it may set a reasonable deadline, after which access to the examination paper will no longer be granted. ⁴The production of (photo-)copies may be permitted. ⁵If aspects are revealed when the students are given access to their paper that result in a change of the grade, the examiner, in agreement with the second marker, may make an application to the examination committee to change the grade. ⁶If the student has the impression that their own point of view is not given sufficient consideration, they may make an application for a re-mark. ⁷This application must be made in writing to the Department of Student Affairs (HSST) within a period of eight days after the deadline given in Sentence 3.

§ 15 Oral examinations

(1) An oral examination is conducted by two examiners.

(2) ¹An oral examination may not last less than 15 minutes or more than 45 minutes per student. ²The oral examination can be held as an individual examination or a group examination.

(3) ¹The key contents and results of the oral examination and incidents which are relevant for the assessment of performance must be put on record. ²This record must be signed by both examiners.

(4) ¹Students from the same degree programme may be allowed into oral examinations as listeners, unless a student objects. ²The admission of listeners does not extend to the consultation and the announcement of the result of the examination.

§ 15 a

Other examined assignments

(1) The following are scheduled as other examined assignments:

- Seminar paper/Research project, see § 9,
- Presentation,
- Multimedia presentation,
- Documentation report,
- Colloquium,
- Written assignment,
- Portfolio assignment,
- Practical achievements.

(2) ¹A presentation is a specialist lecture on a topic assigned in advance, lasting 20 – 45 minutes. ²The presentation of a specialist topic assigned in advance using various media is referred to as a multimedia presentation; it should last between 20 and 45 minutes. A documentation report is a written summary of all the information related to the topic set in 10 to 15 pages. ³A colloquium is an interview with the student about a very narrow topic (e.g. an exercise course), lasting 15 to 30 minutes. ⁴A written assignment is a written piece of work about a topic assigned in advance, with a length of 10 to 30 pages. ⁵A portfolio assignment represents a written summary of several narrowly defined topics (e.g. individual specialist lectures) in the volume of 10 to 15 pages.

(3) ¹Practical programme achievements include conceptual, practical, and theoretic/academic work leading to a result. ²Practical achievements are earned in a specialised class or project during one semester; if worked on continuously performed work would take 2 to 4 weeks. ³The result is presented, submitted and assessed during the examination period. ⁴Students from the same degree programme may be admitted to the presentation as listeners, unless a student objects. ⁵The admission of listeners does not extend to the consultation and the announcement of the result of the examination.
§ 16
Registration for examinations

(1) ¹For each module in each semester, the student must register for the examinations through the Department of Student Affairs (HSST) within the period fixed by the university examination board. ²The details of the procedure are determined by the Department of Student Affairs (HSST), in agreement with the university examination board, and published throughout the University no later than two weeks after the start of the lecture period.

(2) ¹If the student does not register on time and in due form, an examination to which they have not been expressly admitted is regarded as not having been taken. ²The Examination Committee for the degree programme Bachelor of Business and Engineering makes the decisions about exemptions from the obligation to register on time and in due form. ³Insofar as not otherwise stipulated in these regulations, an admittance is to be refused irrespective of a registration if a (particular) condition for admittance to the examinations is not fulfilled.

§ 17
Compensation for disadvantages

(1) ¹Students who are not able to take an examination in its intended form, in whole or in part, as a result of a disability, are granted compensation for disadvantages suffered, insofar as this is possible and necessary for the establishment of equal opportunities. ²The compensation for disadvantages may be granted, in particular, in the form of an appropriate extension of the examination time or through allowing the student to take the examination in another form.

(2) ¹Compensation for disadvantages must be applied for in writing. ²The application must be made to the Department of Student Affairs (HSST) no later than the registration for the examination or, in the event of a disability that emerges later than this, immediately after the disability is discovered.

(3) ¹The disability must be substantiated through the presentation of a medical certificate. ²The university examination board determines what information the medical certificate must contain; the requirements for the medical certificate must be published for the whole university. ³The university examination board may demand a certificate from the public health department or a specific doctor (independent medical examiner).

(4) ¹The university examination board makes the decision regarding an application for compensation for disadvantages and notifies the Department of Student Affairs (HSST) of its decision. ²The affected student and the examiners of the modules/classes for whose examinations the student has registered are informed immediately by the Department of Student Affairs (HSST) about the compensation for disadvantages that has been granted.

§ 18
Standard deadlines and time limits

(1) ¹Each examination for a foundation module (see § 6 (6) Sentence 2) must be taken for the first time no later than by the end of the second programme semester. ²If students pass this deadline for reasons for which they are responsible, any foundation module’s examination that has not been taken on time is regarded as having been taken and is awarded the grade "non-sufficient."

(2) ¹Any examination for modules studied in the first two semesters (according to the appendix of this Study and Examination Regulations) with the exception of the foundation modules’ examinations as per (1) must be taken for the first time within the first three programme semesters. ²Any examination for modules studied in the third and fourth semester must be taken within the first six programme semesters. ³Any examination for modules studied in the fifth to seventh semester must be taken within the first six programme semesters. ⁴If the student has passed one of these deadlines and is responsible for the reasons for this, every examination affected by the deadline being passed is regarded as having been taken for the first time and awarded the grade "non-sufficient" (Fristfünf).

(3) ¹By the end of the standard time to degree

a) a minimum grade of "sufficient" should be achieved as the final grade in the Bachelor's thesis and all examinations which affect whether the Bachelor's examination is passed, in accordance with these study and examination regulations,
b) the internship and the accompanying seminar should be successfully completed, and thus the CP that are necessary for passing the Bachelor's examination, in accordance with these study and examination regulations, should be earned. ²Students who do not satisfy the requirement in Sentence 1 at the end of the standard time to degree should be given advice and must be informed about the legal consequences according to Sentence 3. ³If students exceed the standard time to degree by more than two semesters, without satisfying the requirements under Sentence 1, the Bachelor's examination is regarded as having been failed for the first time.

§ 19
Extensions of deadlines and time limits

(1) The deadlines and time limits according to § 18 (1), (2), and (3) Sentence 3 can be extended appropriately on request if they cannot be observed because of pregnancy, bringing up a child, illness or other reasons for which the student is not responsible. ²The existence of such reasons must be substantiated. ³A medical certificate must be presented in the event of illness. ⁴The university examination board determines what information the medical certificate must contain; the requirements for the medical certificate must be published for the whole university. ⁵The examination committee may demand a certificate issued by the public health department or a specific doctor (independent medical examiner).

(2) A request in accordance with (1) must be made in writing to the Department of Student Affairs (HSST) in good time before the expiry of the deadline, no later than the onset of the reason for the extension.

(3) An extension of the deadline must be refused if, in view of the circumstances, a successful completion of the degree programme can no longer be expected. ²If no extension of the deadline is granted or if the extended deadline is not observed, the examination is regarded as having been failed.

§ 20
Grading of examinations/examined assignments, development of module grades

(1) The individual performance of the student must be taken as a basis for the assessment of the individual examination/examined assignment.

(2) Module grades are developed on the basis of this assessment. ²The following grades and verbal designations are used:

1 very good an outstanding achievement

2 good an achievement that is considerably above the average requirements

3 satisfactory an achievement that meets the average requirements

4 sufficient an achievement that satisfies the requirements, in spite of its deficiencies

5 non-sufficient an achievement that does not satisfy the requirements because of considerable deficiencies

³The grades may be reduced or raised by 0.3; the grades 0.7, 4.3, 4.7 and 5.3 are not possible. ⁴Examinations/Examined assignments that do not result into final grades are assessed as "passed successfully" or "failed".

(3) Examinations/Examined assignments that are to be awarded the grade "non-sufficient" must be assessed by two examiners (see § 13 (6)). ²If the examiners assess the performance differently, the examiners have to find and agreement on the assessment. ³If no agreement can be found, the grade awarded is determined by rounding down the arithmetic mean of the different grades to one decimal place, in accordance with (2). ⁴If the mean value is precisely between two FHWS grades, it is rounded to the higher grade.

(4) If the grades of a number of examinations/examined assignments are to be combined into one module grade, this module grade is determined by rounding down the
arithmetic mean of the different grades to one decimal place. If the grades of individual examinations/examined assignments are to be weighted differently, the respective weighting is set out in the appendix to these study and examination regulations. If one examination/examined assignment is awarded the grade "non-sufficient", the module grade "non-sufficient" must be awarded.

(5) The grading system for module grades and for the grades awarded for the Bachelor's thesis is scaled as follows:

- from 1 to 1.5 very good
- from 1.6 to 2.5 good
- from 2.6 to 3.5 satisfactory
- from 3.6 to 4.0 sufficient
- above 4.0 non-sufficient

§ 21
Passing the Bachelor's examination, final grade

(1) The Bachelor's examination is passed if a minimum grade of "sufficient" or "passed successfully" is achieved in all the modules, including the Bachelor's thesis, which affect whether the Bachelor's examination is passed and thus the CP that are necessary for passing the Bachelor's examination, in accordance with these study and examination regulations, have been earned.

(2) The degree grade is determined by a weighted arithmetic mean of the results of all examination achievements which form module grades on the basis of the appendix to these study and examination regulations. The respective grade weight is defined in the appendix to these study and examination regulations. It is produced as a product from the CP number of the module and the weighting factor.

(3) Based on the degree grade, the following assessments are awarded:

- with a final grade from 1.0 to 1.2 passed with outstanding performance
- with a final grade from 1.3 to 1.5 passed with excellent performance
- with a final grade from 1.6 to 2.5 passed with good performance
- with a final grade from 2.6 to 3.5 passed with satisfactory performance
- with a final grade from 3.6 to 4.0 passed.

§ 22
Re-sitting examinations/examined assignments

(1) If an examination for a module is awarded the grade "non-sufficient", it is possible to re-sit it. If the second attempt at re-sitting an examination was also assessed with the grade "non-sufficient" the examination can be re-sat for a second time.

(2) After a first failed attempt, the student has to re-sit the examination usually within a 6-month-period starting on the day the examination results are published. After a second failed attempt, the student has to re-sit the examination within a 12-month-period starting on the day the results of the examination they re-sat are published.

(3) Examinations not contributing to module grades can be re-sat as often as required, but only within the allowed maximum length of study according to § 18 (3).

(4) If a student’s Bachelor’s thesis is graded as “non-sufficient”, the student can re-write the thesis once with a new topic. The period for re-writing the Bachelor's thesis starts not later than six months after the publication of the grade awarded for the first attempt.

(5) For the extension of deadlines/time limits § 19 (1) applies.

(6) The deadlines for re-sitting examinations are not extended if the student is granted leave or de-registers from the student registry, unless the granted leave or de-registration is based on reasons according to § 19 (1) Sentence 1.
§ 23
Withdrawal from an examination

(1) ¹In the event of the withdrawal from an examination that has already been started, the grade "non-sufficient" is awarded, unless the withdrawal was for reasons for which the student is not responsible. ²The examination is started when the examination task is set; for a seminar paper, this is when the topic is allocated.

(2) ¹The reasons for the withdrawal in accordance with (1) must be reported to the university immediately in writing and be substantiated. ²An inability to take the examination that occurs during an examination must be asserted to the invigilator immediately and noted in the examination record; the obligation to report and substantiate the reasons for this remains unaffected. ³In the event of the inability to take the examination because of illness, the student must produce a medical certificate that must be based on a medical examination that took place on the day of the respective examination; the medical certificate must comply with the guidelines of the university examination board.

(3) If a student does not take part in an examination for which they have registered, this is regarded as an effective withdrawal and the examination is regarded as not having been taken.

§ 24
Grade improvement

(1) ¹By submitting an Application for Grade Improvement, an examination during the Bachelor's programme (BA thesis excluded), can be repeated once if this examination was passed successfully at the earliest possible attempt. ²Re-examination takes place at the next possible and regular examination date. ³The Application for Grade Improvement must be submitted to the Department of Student Affairs (HSST) within the time period specified by the university examination board.

(2) ¹In the course of the degree, it is possible to improve the grades of a maximum of four examinations/examined assignments, in accordance with (1) Sentence 1. ²During the first two programme semesters, a maximum of two Applications for Grade Improvement are possible which will be credited against the maximum of Applications mentioned before. ³If a submitted Application for Grade Improvement exceeds one of these limits, the student must be informed of the inadmissibility of the application immediately by the Department of Student Affairs (HSST). ⁴The order in which the applications are received is decisive.

(3) The best result from the first attempt and the re-examination will be the final result.

§ 25
Transfer of programme and examination achievements

(1) ¹Programme and examination achievements which have been recorded at another public or state-approved university in the Federal Republic of Germany or at a university abroad are to be recognized if the following requirements are fulfilled: the student must apply for recognition and transfer; the programme and examination achievements must be required in order to continue the pursuit of the programme, in order to register for examinations; the qualifications earned in the previous programme and the qualifications required in the current programme must not differ significantly. ²Credit transfer includes
   a) The transfer of CPs,
   b) The recognition of module achievements,
   c) The determination of grades and
   d) The crediting of study periods.

(2) ¹For the recognition of module achievements, no schematic comparison with modules of the degree Bachelor of Business and Engineering is to be made. ²The link for the decision to award credit transfer is exclusively the competences acquired or to be proven by the student in the specific module (learning outcomes). ³Credits are to be transferred if there are no substantial differences between the qualifications earned and the qualifications required. ⁴For the recognition of modules that have been completed outside the Federal Republic of Germany, the valid equivalence agreements and agreements within the framework of university partnerships must be observed. ⁵Skills acquired outside the field of higher education can be credited against skills to be acquired in the degree Bachelor of Business and Engineering up to a maximum of 50%.

(3) ¹Programme and examination achievements corresponding to 60 CP that have been earned
in foundation modules of a bachelor’s programme of the same name or a related programme at a public or state-approved university of applied sciences in Bavaria, are to be credited, without additional examination, against the foundation modules of the degree programme Bachelor of Business and Engineering (see § 6 (4)) at FHWS; a German Diplom degree is not a related degree programme in relation to this bachelor’s degree. 2(1) and (2) apply to the transfer of additional CP.

(4) ¹Periods of study are to be credited in the ratio of the total credited CP. ²The periods will be rounded up to full semesters if at least 75% of the regular semester performance (30 CPs) are to be credited.

(5) ¹If programme or examination achievements are credited, the grades – insofar as the grading systems are comparable – are to recorded and be included in the calculation of final grade. ²If the grade that is to be recorded does not correspond with the FHWS grading system, the grade is to be depicted on the nearest FHWS grade; if the grade that is to be recorded precisely between two FHWS grades, it will be rounded to the better grade. ³In case of incomparable grading systems a conversion will be carried out according to § 10 (3).

(6) ¹The application for the transfer of programme and examination achievements is to be filed, as a rule, no later than one month after matriculation or change into the degree programme in writing to the Department of Student Affairs (HSST) along with all the documents necessary for the assessment. ²If the transfer according to (1) to (4) is refused the applicant is to be informed of the reason for the refusal of the accreditation in a written notification. ³The applicant may apply for the decision to be reviewed by the University Management; the University Management gives the examination committee concerned a recommendation for the further processing of the application. ⁴As soon as a decision has been made, the application for the transfer of programme and examination achievements can no longer be withdrawn.

§ 26

Infringements of the examination regulations

¹Examinations are awarded the grade “non-sufficient” if the student cheated or attempted to cheat when taking the examination or rendered it impossible for the examination to proceed properly through their culpable conduct. ²The same applies if a student wrongly achieved admittance to an examination through their culpable conduct.

§ 27

Examinations during a leave of absence

(1) ¹During a leave of absence as per § 4 (2), no programme and examination achievements can be earned in a first attempt in the degree Bachelor of Business and Engineering. ²Repeating a failed examination/examined assignment is permissible.

(2) Programme and examination achievements can be earned in a first attempt in the degree Bachelor of Business and Engineering whilst the student is taking parental leave or statutory maternity leave in accordance with the Maternity Protection Act or leave for the care of close relatives in accordance with § 4 (3).

Section IV

Administrative issues

§ 28

Examination committee

(1) ¹The Faculty of Business and Engineering appoints an examination committee for the degree programme Bachelor of Business and Engineering. ²The examination committee consists of a chair, a deputy chair and three other members. ³All members are elected by the Faculty Council from amongst the professors for a term of three years; re-election is permitted.

(2) ¹The examination committee makes decisions by majority vote. ²A transfer of voting rights is not permissible. ³In the event of the number of votes being equal, the chair, or in their absence the deputy chair, has the casting vote. ⁴Minutes must be kept of the decisions and forwarded.
immediately to the University Management, the dean, the dean of studies, the chair of the University Examination Board, the members of the examination committee, the Legal Unit and the Department of Student Affairs (HSST).

(3) In accordance with § 3 (5) Sentence 2 of the framework for examination regulations (Rahmenprüfungsordnung, RaPO), the examination committee can assign decisions to one or more of its members.

(4) ¹The chair makes decisions in matters that cannot be postponed. ²The chair must inform the members of the examination committee of this immediately. ³The examination committee may repeal decisions made by its chair; rights of third parties that have already arisen remain unaffected.

(5) ¹The chair, in the chair’s absence the deputy chair, must convene a meeting of the examination committee with at least one week’s notice, specifying the agenda. ²The meetings must be scheduled such that decisions can be made in good time and promptly; scheduled meetings must be published throughout the faculty. ³The meetings are not public.

§ 29
Dealing with student requests and appeals

(1) ¹Student requests and applications in examination matters, with the exception of applications for compensation for disadvantages, are generally handled by the examination committee for the degree programme Bachelor of Business and Engineering. ²As a rule, the student is informed of the decision of the Examination Committee in writing, within one week of the examination committee’s decision being made, by the Department of Student Affairs (HSST).

(2) ¹If an appeal can be made against an examination committee’s decision, this must be addressed to the Legal Unit of the University of Applied Sciences Würzburg-Schweinfurt. ²In the first instance, the appeal is handled by the examination committee again. ³If it allows the appeal, the student is generally informed of the remedy within one week by the Department of Student Affairs (HSST). ⁴If the Examination Committee does not allow the appeal, an interim response is prepared by the Department of Student Affairs (HSST) generally within a week. ⁵The appeal must then be handled by the University Examination Board. ⁶The Legal Unit of the University of Applied Sciences Würzburg-Schweinfurt generally prepares the final response about the appeal within two weeks of the meeting of the University Examination Board.

§ 30
Academic title, certificates

(1) ¹Graduates who have successfully completed the Bachelor's degree are awarded the academic title "Bachelor of Engineering" (abbrev. "B.Eng.") in a degree diploma based on the model in the appendix to the General Examination Regulations of the University of Applied Sciences Würzburg-Schweinfurt (APO-FHWS). ²A certificate is also issued in English.

(2) ¹A certificate is issued for the passed Bachelor's examination, based on the model in the appendix to the General Examination Regulations of the University of Applied Sciences Würzburg-Schweinfurt. ²In addition, a Diploma Supplement and a Transcript of Records are issued, based on the models laid down in the appendix to the General Examination Regulations of the University of Applied Sciences Würzburg-Schweinfurt.

Section V
Coming into effect

§ 31
Coming into effect

These study and examination regulations shall come into effect on 1 October 2017.

§ 32
Transitional provisions

This appendix shall apply to all students who begin their studies in the undergraduate programme Bachelor of Business and Engineering on 1 October 2017 or later.
Drawn up on the basis of the resolution of the Senate of the University of Applied Sciences Würzburg-Schweinfurt of 3 April 2017 and the approval under legal supervisory law of the President of the University of Applied Sciences Würzburg-Schweinfurt, in accordance with Article 13 (2) Sentence 2, Article 61 (2) Sentence 1 of the Bavarian University and College Act (BayHSchG) as of 12 April 2017.

Würzburg, 12 April 2017

Professor Dr. Robert Grebner
President

These study and examination regulations for the degree programme Bachelor of Business and Engineering were set down on 12 April 2017 at the University of Applied Sciences Würzburg-Schweinfurt. It was publicly displayed on 12 April 2017. The date of publication is 12 April 2017.
<table>
<thead>
<tr>
<th>No.</th>
<th>Exam number/Module ID</th>
<th>Module name</th>
<th>Semester</th>
<th>SWS</th>
<th>CP</th>
<th>Teaching format</th>
<th>Type</th>
<th>Length / Format</th>
<th>Language</th>
<th>Final grade</th>
<th>bZv</th>
<th>Weighting factor</th>
<th>Actual weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>MATH 1 Mathematics - Basics</td>
<td>1 0 5</td>
<td>SU, U</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>PHYS 1 Physics</td>
<td>1 0 5</td>
<td>SU, U</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.3</td>
<td>STAT 1 Statistics</td>
<td>1 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.4</td>
<td>MSED 1 Material Sciences and Design</td>
<td>1 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.5</td>
<td>ECSC 1 Economic Sciences - Basics</td>
<td>1 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.6</td>
<td>ENBE 1 English for Business and Engineering</td>
<td>1 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>MATA 1 Mathematics - Advanced</td>
<td>2 6 5</td>
<td>SU, U</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>TME 1 Technical Mechanics</td>
<td>2 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>ELEN 1 Fundamentals of Electrical Engineering</td>
<td>2 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4</td>
<td>INL 1 International Trade Law</td>
<td>2 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>BMAG 1 Business Processes</td>
<td>2 4 5</td>
<td>SU</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.6</td>
<td>ELEN 2 Economic Sciences</td>
<td>2 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>0,5</td>
<td>2,5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.1</td>
<td>ENBS 1 Electronic Measurements and System Engineering</td>
<td>3 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.2</td>
<td>COSE 1 Computer Sciences for Engineers</td>
<td>3 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.4</td>
<td>KTY 1 Introduction to Technical Systems</td>
<td>3 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.1</td>
<td>AMSE 1 Accounting</td>
<td>3 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.1</td>
<td>HRMI 1 Human Resources Management</td>
<td>3 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.2</td>
<td>PLSW 1 Project Management and Scientific Working</td>
<td>3 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A,E</td>
<td>English</td>
<td>yes</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.1</td>
<td>ENG1 1 Core Electives in Engineering (E) 1</td>
<td>4 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.2</td>
<td>ENG2 1 Core Electives in Engineering (E) 2</td>
<td>4 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.3</td>
<td>PRGA 1 Process and Quality Assurance</td>
<td>4 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.4</td>
<td>BUS1 1 Core Electives in Business (B) 1</td>
<td>4 4 5</td>
<td>S</td>
<td>sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.5</td>
<td>AMET 1 Analytical Methods</td>
<td>4 4 5</td>
<td>SU</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.6</td>
<td>ECON 1 Product Development</td>
<td>4 4 5</td>
<td>S</td>
<td>sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.1</td>
<td>ENDS 1 Core Electives in Engineering (E) 3</td>
<td>5 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.2</td>
<td>ENDS 2 Core Electives in Engineering (E) 4</td>
<td>5 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.3</td>
<td>BUS2 1 Core Electives in Business (B) 2</td>
<td>5 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.4</td>
<td>BUS3 1 Core Electives in Business (B) 3</td>
<td>5 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.5</td>
<td>BUS4 1 Core Electives in Business (B) 4</td>
<td>5 4 5</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.6</td>
<td>APNO 1 Applied Project Management</td>
<td>5 2 2</td>
<td>S</td>
<td>sP</td>
<td>90-120 min</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.7</td>
<td>PRIN 1 Preparation and Reflection of Internship</td>
<td>5 2 2</td>
<td>S</td>
<td>sP or sP</td>
<td>90 min or A,E</td>
<td>English</td>
<td>yes</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.8</td>
<td>INTS 1 Internship</td>
<td>6 ---</td>
<td>28</td>
<td>Pr</td>
<td>****</td>
<td>****</td>
<td>English</td>
<td>90 CP from first three semesters</td>
<td>0</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.9</td>
<td>LAB1 1 Laboratory Tests</td>
<td>7 4 5</td>
<td>LP</td>
<td>sP</td>
<td>H</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.10</td>
<td>COCT 1 Core Competences 1</td>
<td>7 2 3</td>
<td>S</td>
<td>sP</td>
<td>A, C, F</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.11</td>
<td>COCC 1 Core Competences 2</td>
<td>7 2 2</td>
<td>S</td>
<td>sP</td>
<td>A, C, F</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.12</td>
<td>BPLA 1 Business Plan</td>
<td>7 2 5</td>
<td>S</td>
<td>sP</td>
<td>A</td>
<td>English</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.13</td>
<td>BCCH 1 Bachelor's Thesis</td>
<td>7 ---</td>
<td>10 ---</td>
<td>BA</td>
<td>---</td>
<td>English</td>
<td>yes</td>
<td>PRIN + INTS + 150 CP</td>
<td>1,5</td>
<td>16</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.14</td>
<td>GENE 1 General Elective</td>
<td>7 4 5</td>
<td>***</td>
<td>***</td>
<td>***</td>
<td>-</td>
<td>yes</td>
<td>1</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Abbreviations:
- BA = Bachelor’s Thesis
- bZv = besondere Zulassungsvoraussetzungen = admittance depends on particular condition
- CP = Credit Point(s)
- LPr = Laborpraktikum/-übung = lab course
- mP = mündliche Prüfung = oral examination
- m.E./o.E. = mit Erfolg/ohne Erfolg = passed successfully/failed
- Pr = Praktikum = internship
- Pr =Projekt = project
- S = Seminar = seminar
- sP = sonstige Prüfung = other examined assignment - the type of the other examined assignment is laid down in the curriculum and announced at the start of the semester by the responsible lecturers. Students have to take just one of the examinations mentioned in column 9.
- sP = schriftliche Prüfung = written examination
- SU = Semesterveranstaltungen = credit hours
- Ü = Übung = exercise course
- V = Vorlesung = lecture
- WPM = Wahlpflichtmodul = elective module

other examined assignments (soP) include:
- A= seminar paper/research project ; B= presentation; C= multimedia presentation; D= documentation report; E= colloquium; F= written assignment; G= portfolio assignment; H= practical coursework

* exam language depends on the chosen course
** details are laid down in the curriculum
*** details are laid down by the Faculty of Applied Natural Sciences and Humanities
**** see § 8 (8) of these Study and Examination Regulations

The English text in this document only serves the purpose of providing information on the corresponding German version. Only the German version is legally binding.