



Universität Regensburg

**Examination Regulations for the Master's Degree Programme English
Linguistics (Englische Linguistik) at the University of Regensburg**

19 December 2019

AMENDED BY THE STATUTES OF 28 MAY 2020

Disclaimer:

This document is provided **for informational purposes only**. It is **not** legally binding. You can find the official (German) version of the examination regulations (Prüfungsordnung) here:

<https://www.uni-regensburg.de/universitaet/organisation/rechtsgrundlagen/studium/pruefungsordnungen#c44066>

If you have any questions about the examination regulations, please contact the student counsellors at the Chair of English Linguistics or the student office (studienorg.iaa@ur.de)!

Based on Art. 13 Para. 1 Sentence 2 in conjunction with Art. 43 Para. 5 Sentence 2, Art. 58 Para. 1 Sentence 1 and Art. 61, Para. 2, Sentence 1 of the Bavarian Higher Education Act (BayHSchG), the University of Regensburg enacts the following examination and study regulations:

Preliminary remark on the use of language:

All designations of persons and functions in these regulations apply equally to women and men.

Table of Contents

I. General Regulations	5
§1 Scope	5
§ 2 Purpose of the Examination, Academic Degree	5
§ 3 Start of Studies, Standard Period of Study, Structure of Studies	5
§ 4 Qualification	5
§ 5 Student Advisory Service	7
§ 6 Credit Point System and Credit Account	7
§ 7 Forms of Teaching, Study and Examination Requirements.....	8
§ 8 Modules	8
§ 9 Examination Board	9
§ 10 Examiners and Assessors	10
§ 11 Exclusion Due to Personal Involvement, Duty of Confidentiality.....	11
§ 12 Recognition of Competences.....	11
§ 13 Consideration of Exceptional Life Situations	12
§ 14 Special Needs of Students with Disabilities or Chronic Diseases	13
II. Special Examination Regulations.....	14
§ 15 Components of the Master's Examination.....	14
§ 16 Form and Procedure of the Master's Examination and Module Examinations	14
§ 17 Examination Dates, Registration for Module Examinations.....	15
§ 18 Written Module Examinations	15
§ 19 Oral Module Examinations	16
§ 20 Master's Thesis	16
§ 21 Registration for the Master's Thesis.....	17
§ 22 Examination Deadlines	18
§ 23 Assessment of Examinations, Announcement of Examination Results	19
§ 24 Repeatability of Module Examinations and the Master's Thesis	20
§ 25 Deficiencies in the Examination Procedure.....	20
§ 26 Failure to Attend, Withdrawal, Deception, Breach of Regulations	20
§ 27 Passing the Master's Examination, Final Grade	22
§ 28 Certificate, Master's Degree Certificate, Diploma Supplement	23
§29 Invalidity of Examinations	24
§ 30 Review of Examination Documents.....	24
§ 31 Withdrawal of the Degree	24
III. Final Provisions.....	25

§ 32 Effective Date	25
Appendix 1.....	26

I. General Regulations

§1 Scope

¹The University of Regensburg offers the Master programme English Linguistics (Englische Linguistik). ²The examination and study regulations determine the acquisition of study and examination credits and the awarding of the academic degree in this programme.

§ 2 Purpose of the Examination, Academic Degree

- (1) ¹The master's examination, which must be taken during the course of study, constitutes a further professional qualification at the end of the degree programme.
²The master's examination determines whether the student has acquired the in-depth knowledge of the modules they chose in the master's programme. ³The master's examination ensures that the student is able to work independently and using scientific methods and has acquired the discipline-specific knowledge and competencies required for subsequent doctoral studies or for a transition to professional practice.
- (2) Upon the successful completion of the master's examination, the University of Regensburg awards the academic degree of "Master of Arts" (abbreviated: "M.A.").

§ 3 Start of Studies, Standard Period of Study, Structure of Studies

- (1) The programme can only be started in the winter semester.
- (2) The standard period of study is four semesters.
- (3) ¹The programme has a modular structure. ²The master's programme comprises the completion of the prescribed modules and the master's thesis.
- (4) A total of 120 credit points (CP) and a maximum of 40 semester hours (SWS) per week per semester are required to successfully complete the master's programme.
- (5) ¹It is recommended that students undertake a stay abroad as part of their master's programme in the third semester. ²Students should contact the academic advisory service at an early stage to plan their stay abroad.

§ 4 Qualification

- (1) The requirements for the admission to this master's programme are:

1. A university degree or equivalent qualification with a minimum of six semesters of standard study time in English Linguistics or a related subject or combination of subjects with an average grade of at least 2.50; foreign degrees are converted according to the modified Bavarian formula;
 2. Proof of eligibility for the programme; this is provided by successfully completing an aptitude assessment procedure in accordance with the appendix;
 3. Proof of English-language proficiency at level C1 CEFR (Common European Framework of Reference).
- (2) ¹The examination board is responsible for verifying that the requirements set out in (1) are met. ²§12(3) applies.
- (3) If the degree certificate cannot be submitted at the point of application, a verification of the qualifications according to §4 (1) sentence 1 may alternatively be provided by means of a current certified transcript of records from the previous degree programme comprising at least 150 credit points (CP). The verification must include the preliminary final grade.
- (4) ¹Applications for admission to the master's programme and for the aptitude assessment procedure must be submitted electronically (PDF documents) by 1 June (Deadline) via the online application portal, SPUR. ²If the degree certificate cannot be presented at the time of enrolment, enrolment will be provisional, subject to the condition that the degree certificate with proof of the requirements specified in (1) sentence 1 is presented by the end of the first semester at the latest.
- (5) ¹Applicants who did not receive their first degree or university entrance qualification from a German-speaking institution must provide evidence of basic knowledge of the German language. ²This proof must be provided through language courses (basic courses) with a minimum of 120 teaching hours or knowledge of German at level A1 according to the CEFR or as certified by a relevant examination board, which may be issued on the basis of a recommendation from a teacher of German as a foreign language at the Centre for Language and Communication (ZSK) at the University of Regensburg. ³If this proof is not provided at the time of enrolment, enrolment will be provisional and subject to the condition that proof is presented by the end of the first academic year at the latest.

§ 5 Student Advisory Service

¹Students are offered a central student advisory service as well as a subject-specific academic advisory service. ²It is recommended to consult the central academic advisory service in particular:

- before commencing the course of studies,
- in the event of a change of subject or university,

The subject-specific advisory service should be consulted:

- for all questions related to study planning (including stays abroad),
- for questions regarding the recognition of study and examination achievements,
- after failing examinations.

It is recommended to contact the International Office before planning a stay abroad.

§ 6 Credit Point System and Credit Account

- (1) ¹The credit points awarded within the framework of this master's programme measure the workload required to successfully complete a module. ²They are awarded on the basis of the European Credit Transfer System (ECTS), according to which one credit point (CP) corresponds to a workload of 25 to a maximum of 30 hours of classroom and self-study. ³In order to comply with the standard period of study as set out in §3(2), students are advised to earn an average of 30 CP per semester.
- (2) ¹Credit points are awarded for the successful completion of a module as well as the successful completion of the master's thesis. ²They can only be credited once within the degree programme.
- (3) ¹The Examination Office (Prüfungsamt) maintains a credit point account for all students that lists all modules, including the coursework and exams successfully completed. ²Students can view the status of their account at any time via the University's electronic examination management system (FlexNow). ³If a student discontinues or definitively fails their studies, they may request an extract from their account as proof of study; this extract contains the credit points achieved and the modules successfully completed, with grades where applicable. This extract also indicates if the student is still entitled to take examinations.

§ 7 Forms of Teaching, Study and Examination Requirements

- (1) ¹The following forms of teaching are provided for teaching the objectives and content of the programme:

Lectures
Seminars
Proseminars (Proseminare)
Advanced seminars (Hauptseminare)
Research colloquia
Internships or project work

²All courses and lectures are assigned to modules (§ 8). ³The assignment is based on the module catalogue (§ 8 (5)).

- (2) ¹Academic achievements according to these regulations are tasks that are to be completed as part of courses; they may also be specified as admission requirements for a module examination in accordance with the more detailed provisions of §15. ²They are not subject to the provisions on examinations in Section II of these regulations and may be repeated as often as desired. ³Academic achievements may include: presentations, oral or written performance assessments, exercises and practical tasks, short assignments, portfolios of written texts, written examinations, reports, minutes and written term papers.
- (3) Module examinations and the Master's thesis are examinations/ examination performances according to these regulations.

§ 8 Modules

- (1) ¹A module is an assessable unit with assigned credit points that combines subject areas thematically at a specific level. ²As a rule, a module should at least comprise 5 credit points and should be completed in a maximum of two semesters. ³There are graded and ungraded modules; graded modules count towards the overall grade of the master's programme in accordance with §27.
- (2) ¹For each module, the content to be taught, the skills to be acquired and the requirements for the award of the credit points allocated to the module are specified. ²The credit points specified for a module are awarded upon successful completion of the module. ³The requirements for the successful completion of a module are:
- a) a passed module examination in accordance with § 16 and/or

b) completed coursework in accordance with § 7(2).

- (3) ¹As a rule, only one examination within the meaning of §7(3) shall be required for the successful completion of a module. ²In exceptional cases justified on academic grounds, up to three examinations per module may be made compulsory; however, the total examination load shall not exceed an average of six examinations per semester.
- (4) ¹The programme includes compulsory modules. ²Compulsory modules must be completed and successfully passed.
- (5) ¹The individual courses assigned to the module, the content to be taught and the skills to be acquired, the specific requirements for the award of credit points assigned to the module, the module-specific assessment rules and, where applicable, the recommended prior knowledge for participation in a module are communicated to students through the module catalogue (Modulkatalog). ²The module catalogue is approved by the examination board in consultation with the faculty council; it can be amended at the earliest after two semesters. ³The module catalogue is published on the website of the Institute of English and American Studies at least one week before the start of the semester.

§ 9 Examination Board

- 1) ¹An examination board shall be formed to organise and conduct examinations, appoint examiners and assessors, and decide on examination matters. ²It shall consist of three members. ³The members shall be appointed by the Faculty Council. ⁴A substitute member shall be appointed for each member. ⁵The term of office of the members and substitute members of the examination board shall be two years; reappointment is possible.
- (2) ¹The examination board appoints a chairperson and a deputy chairperson from among its members. ²The chairperson manages the day-to-day business and convenes the meetings of the examination board. ³They are authorised to take urgent decisions and measures on behalf of the examination board. ⁴They shall inform the examination board thereof without delay. ⁵The examination board may revocably assign further tasks to the chairperson, their deputy or the Central Examination Secretariat (Zentrales Prüfungssekretariat).

- (3) ¹The examination board has a quorum if all members have been invited to attend with at least three days' notice and the majority are present and entitled to vote; it shall decide by a majority of the votes cast at meetings. ²Abstentions, secret ballots and proxy voting are not permitted. ³In the event of a tie, the chairperson shall have the casting vote. ⁴Minutes shall be kept of the meeting, which must include the date and place of the meeting, the names of those present, the items discussed, as well as motions, resolutions and the results of the votes. ⁵As an alternative to sentence 1, in appropriate cases, resolutions may be passed by circular resolution, also in electronic form.
- (4) ¹The examination board issues the notices required under these examination regulations in writing, stating the reasons and providing information on the right of appeal. ²The student is given the opportunity to comment before a decision is made that affects them.
- (5) The Central Examination Office shall support the examination board in organising and conducting examinations.

§ 10 Examiners and Assessors

- (1) ¹Any person authorised to conduct university examinations in accordance with the BayHSchG and the Higher Education Examination Regulations (Hochschulprüferverordnung) (HSchPrüferV) in their currently valid versions may be appointed as an examiner. ²Any member of the University of Regensburg who has successfully completed a corresponding or comparable scientific degree programme, may be appointed as an assessor. ³The assessors themselves do not conduct examinations.
- (2) ¹All university lecturers at the Faculty of Language, Literature and Cultural Studies (SLK) may be appointed as supervisors for master's theses in accordance with Art. 2(3) sentence 1 of the Bavarian University Personnel Act (BayHSchPG). ²In addition to university lecturers, persons authorised under §3(1) in conjunction with §2(1) sentences 1 and 2 of the University Examiners Ordinance may also be appointed as second assessors, given that the persons referred to in §2(1) sentence 2 of the University Examiners Ordinance are full-time employees with doctoral degrees who are assigned to the Faculty of Language, Literature and Cultural Studies.

- (3) ¹If a member authorised to conduct examinations leaves the University of Regensburg, the examination board may, upon request, decide that they may serve as an examiner for a reasonable period of time. ²As a rule, the authorisation to conduct examinations shall remain in effect for up to two years. ³A longer period may be granted for retired professors.
- (4) A change of examiner which becomes necessary for compelling reasons shortly before the start of the examination is permissible.

§ 11 Exclusion Due to Personal Involvement, Duty of Confidentiality

- (1) ¹Exclusion from deliberations and voting in the examination board and from examination activities due to personal involvement shall be determined in accordance with Art. 41 (2) BayHSchG.
- (2) The duty of confidentiality of the members of the examination board, the examiners, the examination assessors and other persons involved in examination matters is governed by Art. 18 (3) BayHSchG.

§ 12 Recognition of Competences

- (1) ¹Study periods, academic achievements and examination results obtained in degree programmes at other state or state-recognised higher education institutions in Germany, through successful participation in distance learning programmes as part of a degree programme at a state or state-recognised higher education institution in Germany, or in degree programmes at foreign higher education institutions, shall be recognised for the purposes of admission, continuation of studies and taking examinations, provided that there are no significant differences in the competences acquired. ²The same applies to periods of study, academic achievements and examination results obtained at a state or state-recognised higher education institution in Bavaria as part of minor studies in accordance with Art. 56 (6) No. 1 and 2 BayHSchG, for special study programmes in accordance with Art. 47 (3) sentence 1 BayHSchG or at the virtual University of Bavaria.
- (2) ¹Competences acquired in other continuing education programmes pursuant to Art. 56 (6) No. 3 BayHSchG or outside the higher education sector may be credited if they

are equivalent. ²Competences acquired outside the higher education sector may replace no more than half of the competences to be demonstrated.

- (3) ¹If the grading system of the academic achievements and test performances at a foreign university are different to § 24, the grade will be converted according to a grading system of the university. ²If a grade conversion scale has been agreed upon in partnership agreements with foreign universities, this scale shall be binding.
- (4) ¹The recognition of study periods and academic achievements requires a written application from the applicant. ²As a rule, one subject semester is credited for every 30 credit points completed. ³The application must be submitted to the chair of the examination board, accompanied by the relevant documents. ⁴The documents to be submitted include, in particular, the module catalogue, which must specify, among other things, the qualification objectives, learning content and scope of work, as well as the grading system on which the assessment of the module is based. ⁵An application for the crediting of previous academic achievements and examinations may only be submitted once, within the first semester after (re)enrolling at the University of Regensburg. ⁶In the case of later acquisition, the application must be submitted within one semester. ⁷Once the examination to be replaced has been taken, credit transfer is excluded. ⁸The chair of the examination board shall decide on the fulfilment of the requirements for recognition in consultation with the relevant subject representative, taking into account Art. 63 BayHSchG.

§ 13 Consideration of Exceptional Life Situations

- (1) ¹Upon request, the protection periods in accordance with §3, 4, 5 and 6 of the Maternity Protection Act of 23 May 2017, as amended, and the periods specified in the Paternal Allowance and Parental Leave Act of 5 December 2006, as amended, must be guaranteed with regard to deadlines and dates. ²The relevant evidence must be provided; changes in the requirements must be reported immediately.
- (2) ¹Upon request, periods of study during which regular study was not possible or only possible to a very limited extent for reasons beyond the student's control shall not be counted towards examination deadlines. ²Reasons beyond the student's control include, in particular, illness or the care of seriously ill relatives at home. ³The relevant evidence must be provided without delay, in particular medical certificates or, in cases

of doubt, certificates from a public health officer. ⁴Any changes in the circumstances must be reported immediately.

- (3) ¹Pregnant women may be granted a break during the examination upon request, in particular if it can be proven that the examination cannot be completed within the allotted time due to the pregnancy. ²A medical certificate must be submitted. ³§14 (3) applies accordingly.
- (4) It is recommended that the family-friendly study and examination regulations – guidelines of the University of Regensburg – in their currently valid version are to be taken into account as a matter of principle.

§ 14 Special Needs of Students with Disabilities or Chronic Diseases

- (1) ¹The special circumstances of students with disabilities or chronic illnesses shall be taken into account in an appropriate manner. ²If a student can demonstrate that they are unable to complete coursework and examinations in accordance with §7, either entirely or partially, in the prescribed form or within the specified time limit, the examination board shall grant an extension of the processing time or deadlines for completing the coursework or examinations, or allow equivalent examinations and coursework to be taken in a form appropriate to the student's needs. ³The same applies to any aptitude test that may be required.
- (2) If it is foreseeable that a degree programme cannot be completed in the intended form or within the intended time frame due to a disability or chronic illness, it is possible to draw up a study plan in consultation with the relevant department and the examination board that is tailored to the individual's special needs.
- (3) ¹The chair of the examination board shall decide on cases pursuant to §1 and §2 upon written request, which shall generally be submitted no later than eight weeks before the start of the examination and shall notify the student of the decision in written form. ²In the request referred to in sentence 1, the student may also request that the senate representative for students with disabilities or chronic illnesses be consulted before a negative decision is made. ³The examination board's decision must be presented when registering for and taking the examinations.
- (4) A medical certificate or, in cases of doubt, a certificate from a public health officer must be provided as proof of disability or chronic illness.

II. Special Examination Regulations

§ 15 Components of the Master's Examination

- (1) ¹The master's examination consists of the acquisition of 120 credit points. ²These are earned by successfully completing the following modules to the extent of 120 credit points, which are described in closer detail in the module catalogue:

1. Compulsory modules

- ELG-M1 Methods and Skills in English Linguistics (I) (12 CP, module examination: term paper)
- ELG-M2 Methods and Skills in English Linguistics (II) (8 CP)
- ELG-M3 English Linguistics: A Survey of Structure and Use (8 CP)
- ELG-M4 English Linguistics: Studying Structure and Use (8 CP, module examination: term paper)
- ELG-M5 Evolution and Variation in English (I) (14 CP)
- ELG-M6 Evolution and Variation in English (II) (10 CP, module examination: term paper)
- ELG-M7 English: Variation, Contact and Multilingualism (I) (10 CP)
- ELG-M8 English: Variation, Contact and Multilingualism (II) (10 CP, module examination: term paper)
- ELG-M9 Practical module (13 CP, module examination: presentation and documentation)

2. The final module ELG-M10 Master's Thesis (27 CP, module examination: master's thesis with 22 CP, research colloquium with 5 CP).

- (2) In accordance with the module catalogue, the module examination for modules ELG-M1, ELG-M4, ELG-M6 and ELG-M8 can only take place after a project seminar (Projektseminar), a Proseminar or an Advanced Seminar (Hauptseminar)

§ 16 Form and Procedure of the Master's Examination and Module Examinations

- (1) The master's examination takes place during the course of study in the form of successfully completed modules according to § 8 (2) and the completion of the master's thesis according to § 20.

- (2) ¹Module examinations are examinations whose results are included in the overall grade of the master's examination and in the final certificate in accordance with §27. ²The module examination is intended to determine whether the student has achieved the qualification and competence objectives of the module as specified in the module catalogue. ³In exceptional cases justified on academic grounds, up to three areas of competence of the module may be examined separately from each other as part of the module examination; each of these partial performances is an examination performance in accordance with §8 (3) sentence 2. ⁴The examination result is graded in accordance with §23. ⁵In particularly justified cases, several modules may also be completed with one module examination.
- (3) ¹The specific details (exam components, examination format, duration and content) of the module examinations will be announced to students in the module catalogue. ²The applicable module catalogue will be published on the website of the Department of English and American Studies at least one week before the beginning of the semester.
- (4) To take module examinations, the student must be enrolled at the University of Regensburg.

§ 17 Examination Dates, Registration for Module Examinations

- (1) ¹Module examinations are conducted at least once during the time in which the module takes place. ²The exact examination dates are announced to students via the University of Regensburg's electronic examination management system (FlexNow).
- (2) ¹Registration for examinations is usually done via the University of Regensburg's electronic examination management system. ²If electronic registration is not possible, a written registration must be submitted to the examiner within the registration period.

§ 18 Written Module Examinations

- (1) Written module examinations can be held in the form of written examinations, term papers, minutes and reports.
- (2) ¹If a written examination is held in the form of a written examination; the examination duration shall be at least 30 and at most 180 minutes. ²Minutes shall be taken. ³The invigilator shall confirm the accuracy of the minutes by signing them. ⁴All incidents that

may be relevant to the determination of the examination results shall be recorded in the minutes. ⁵Leaving the examination room requires the permission of the invigilator.

- (3) ¹If a written examination is held in the form of a term paper, it must be submitted as a continuous text (with tables, graphs, illustrations, appendices, etc., if applicable) in written form. ²Research questions are to be examined independently using the subject-specific scientific methods. ³In accordance with the module catalogue, the processing time is at least 6 weeks, and the length of the term paper should be approximately 3000 to 6000 words.
- (4) ¹If a written examination is graded 'unsatisfactory', it must be graded by a second examiner. ²The overall grade is determined in accordance with §23.

§ 19 Oral Module Examinations

- (1) ¹In an oral examination, students demonstrate that they are able to recognise connections within the examination area and to classify questions within these connections. ²Oral examinations are conducted in English by an examiner and an assessor. ³The examination lasts at least 15 and at most 30 minutes.
- (2) ¹Minutes shall be taken of the oral examination, which shall include: the place and time as well as the duration, subject matter and result of the examination, the names of the examiner and the assessor and the candidate, as well as any special occurrences. ²The minutes shall be signed by the examiner and the assessor. ³The grades for the oral examination shall be determined by the examiners or by the examiner in accordance with §23.

§ 20 Master's Thesis

- (1) ¹The master's thesis should generally be completed in the fourth semester. ²It should demonstrate that the student is able to address a problem from the field of English linguistics using subject-specific methods and to present their findings in an appropriate manner that is factually accurate and comprehensible.
- (2) ¹The topic of the master's thesis is assigned by the supervisor (§10 (2)). ²The topic of the thesis and the date on which it was announced to the candidate must be communicated to the Central Examination Office without delay and must be recorded there.

- (3) ¹The processing time for the master's thesis may not exceed four months from the date on which the topic is assigned. ²The topic and scope of the master's thesis must be geared to the processing time. ³The period begins when the topic is announced to the candidate. ⁴The thesis must be submitted in good time so that the date of submission is before the date specified in §22 (1) sentence 1. ⁵If the candidate can prove that they are prevented from working on the thesis for reasons beyond their control or cannot meet the deadline specified in §22 (1) sentence 1, they shall be granted an extension upon request. ⁶The written request must be filed with the chair of the examination board immediately after the reason arises and submitted to the Central Examination Office; §26 (3) applies accordingly. ⁷The thesis must be submitted to the Central Examination Office by the deadline in three bound printed copies and an additional electronic version (PDF file). ⁸The date of submission and completeness in accordance with sentence 7 must be recorded. ⁹If the thesis is not submitted by the deadline, it will be graded as 'unsatisfactory' (5.0).
- (4) ¹The master's thesis must be written in English and should be no less than 60 pages or 22,500 words and no more than 80 pages or 30,000 words. ²It must include a statement by the author at the end confirming that the printed copies and electronic version submitted (PDF file) of the thesis are identical and that they have written the thesis independently, using no sources or aids other than those cited, and that the thesis has not already been submitted to another university for the purpose of obtaining an academic degree. ³The declaration shall contain a confirmation by the author that they are aware of the legal consequences provided for in §26 (6).
- (5) ¹The master's thesis shall be assessed by the supervisor and by an additional examiner appointed by the chair of the examination board, generally no later than three months after its submission. ²§23 shall apply to the determination of the grade for the master's thesis.

§ 21 Registration for the Master's Thesis

- (1) ¹The request for admission to the master's thesis and for allocation of a topic must be submitted in written form to the respective Examination Office at least four weeks before the planned start date. ²It must be addressed to the chair of the examination

- board. ³The application must be accompanied by a statement indicating whether the candidate has already definitively failed the master's examination in English linguistics.
- (2) The requirements for admission to the master's thesis are:
1. Successful completion of the modules ELG-M1, ELG-M2, ELG-M3 and ELG-M4 as well as 24 ECTS from the modules ELG-M5, ELG-M6, ELG-M7 or ELG-M8;
 2. Enrolment at the University of Regensburg.
- (3) Admission can be denied if the candidate
1. does not meet the requirements specified in §21 (2), or
 2. has already definitively failed the master's examination in English linguistics.
- (4) ¹In justified exceptional cases, the candidate may return the topic once within four weeks after its assignment. ²The declaration of return of the topic must be recorded in the files. ³§20 applies to the assignment of a new topic.

§ 22 Examination Deadlines

- (1) ¹If the candidate has not acquired the 120 credit points required for the successful completion of the master's examination in accordance with §14 (1) by the end of the sixth semester, the master's examination shall be deemed to have been taken and failed for the first time, unless the student has been granted an extension for reasons beyond their control. ²The candidate must immediately assert and prove the reasons for this. ³The written request must be addressed to the chair of the examination board and submitted to the Central Examination Office; §26 (3) applies accordingly. ⁴Modules not yet completed by the end of the period specified in sentence 1 and the master's thesis are considered to have been taken and failed for the first time.
- (2) ¹If the still pending requirements for successful completion of the master's examination cannot be demonstrated within the following semester, the master's examination shall be deemed to have been definitively failed, unless the student has been granted an extension for reasons beyond their control. ²§23 (1) sentences 2 and 3, and §24 (1) sentence 4 shall apply.
- (3) Periods of study credited in accordance with §12 shall be counted towards the deadlines.

§ 23 Assessment of Examinations, Announcement of Examination Results

- (1) ¹Examinations are graded as follows:

1 = very good; an exceptional performance

2 = good; a performance that significantly exceeds the requirements

3 = satisfactory; a performance that meets the requirements

4 = sufficient; a performance that, despite its shortcomings, still meets the requirements

5 = unsatisfactory; a performance that no longer meets the requirements due to significant shortcomings

²A grade of '6 = insufficient' may only be given in the cases specified in §26 (4) and (6).

- (2) ¹For a nuanced assessment of performance, the grades specified in §23 (1), sentence 1 may be increased or decreased by 0.3. ²The grades 0.7, 4.3, 4.7 and 5.3 are excluded.

- (3) ¹If an examination consists of partial performances or is assessed by several examiners, the grades shall be averaged; in the case of §16 (2) sentence 3, the module description may provide for a module grade that deviates from the principle of averaging; §27 (2) remains unaffected. ²When calculating average grades in accordance with sentence 1, the first decimal place after the comma is taken into account; all further decimal places are deleted without rounding. ³The grade for the examination performance is then, on average

- Up 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

- (4) An examination is considered successfully completed if the grade is at least "sufficient" (4.00).
- (5) The result of an examination shall be deemed to have been announced to the examination candidate one week after it has been entered into the electronic examination system of the University of Regensburg.
- (6) Partial performances in accordance with (3) sentence 1, are only independent partial (module) examinations, in particular parts of tasks within the same examination, are not covered by this provision.

§ 24 Repeatability of Module Examinations and the Master's Thesis

- (1) ¹Any module examination that is failed for the first time may be repeated twice. ²If the module examination consists of partial performances in accordance with §16 (2) sentence 3, only the failed partial performance must be repeated. ³The first repeat examination must generally be taken within six months, but no later than the examination dates of the following semester, unless the candidate is granted an extension for special reasons beyond their control; §22 (1), sentences 2 and 3 apply accordingly. ⁴The period shall not be interrupted by de-registration or leave of absence, unless the leave of absence was taken for a semester abroad.
- (2) The second repeat examination must generally be taken no later than six months after the results of the first failed repeat examination have been announced.
- (3) Voluntary repetition of a passed module examination is not permitted.
- (4) ¹If the master's thesis is graded "unsatisfactory" or is deemed failed in accordance with § 22 (1), sentence 2, it may be retaken with a new topic, subject to §26 (6). ²A request for a new topic must generally be submitted within six months of notification of the initial failure but in any case in good time so that the deadline specified in §22 can be met. ³The deadline shall not be interrupted by de-registration or leave of absence, unless the leave of absence was taken for a semester abroad. ⁴A second repeat is not possible; §21 (4) shall not apply.

§ 25 Deficiencies in the Examination Procedure

- (1) If the examination procedure was flawed in a way that affected the examination result, it shall be ordered, at the request of a candidate or ex officio, that a specific candidate or all candidates repeat the examination or individual parts thereof.
- (2) Deficiencies in the examination procedure must be reported immediately to the chair of the examination board or to the examiner.
- (3) Six months after the conclusion of the examination, orders pursuant to (1) may no longer be issued ex officio.

§ 26 Failure to Attend, Withdrawal, Deception, Breach of Regulations

- (1) ¹The examinee may withdraw from the examination without giving reasons until the end of the registration period for the examination. ²The examinee must withdraw from

the examination via the university's electronic examination management system. ³If it is not possible to withdraw via the electronic examination management system, a written withdrawal must be submitted to the examiner within the period specified in sentence 1.

- (2) If, after the deadline specified in (1), the examinee declares withdrawal from the examination for reasons for which they are responsible, or if they miss the entire examination or part of a multi-part examination for reasons for which they are responsible, the respective examination shall be deemed to have been taken and shall be graded as "unsatisfactory" (5.0).
- (3) ¹The reasons given for the absence or withdrawal pursuant to (2) must be reported immediately in writing to the examination board via the responsible examination office and must be substantiated. ²The same applies to an inability to take the examination that arise before or during the examination. ³In the event of inability to take the examination due to illness, a medical certificate must be submitted, which must be based on an examination carried out on the day of the alleged inability to take the examination. ⁴In cases of doubt, a certificate from a public health officer may be required. ⁵If the examination board considers the reasons given to be sufficient, the legal consequence of (2) shall not apply and the candidate may re-register for the examination on the next examination date.
- (4) ¹If the examinee attempts to influence the result of an examination by deception, exceeding the time limit, or using unauthorised aids for their own or another person's benefit, the examination in question will be graded as 'insufficient' (6.0). ²In the case of written examinations, deception is deemed to have occurred if unauthorised aids are found at the candidate's workstation after the examination has begun. ³In serious cases, the examination board may decide that either the grade awarded in accordance with sentence 1 will be calculated at 50% of the grade achieved in the resit – the resit attempt is counted as 50% of the total mark for the master's examination in accordance with §27 – or that the candidate is no longer granted the opportunity to resit the examination in accordance with §24 (1) sentence 1, and the master's examination is therefore considered to have been definitively failed.
- (5) ¹A candidate who disrupts the proper conduct of the examination may be excluded from continuing the examination by the respective examiner or invigilator; in this case,

the examination in question will be graded as 'unsatisfactory' (5.0). ²In serious cases, the examination board may decide that the candidate will not be granted a repeat opportunity in accordance with §24.

- (6) If, when writing a written assignment or the Master's thesis, the candidate violates the obligation to compose the work independently and to identify all aids and sources, the work will be graded as 'insufficient' (6.0). ²In the case of a module examination, the examination board may, in serious cases, decide that the grade awarded in accordance with sentence 1 shall be offset by 50% against the grade achieved in the repeat attempt and thus be included in the overall grade for the master's examination in accordance with §27. ³In the case of the master's thesis, the examination board may, in serious cases, decide that the candidate shall not be granted the opportunity to repetition in accordance with §24 (4) sentence 1 in order to complete the thesis, and that the master's examination shall therefore be considered definitively failed.
- (7) ¹The decision pursuant to §26 (2), (4-6) shall be delivered to the applicant in writing, stating the reasons and providing information on the legal remedies available. ²§9 (4) sentence 2 shall apply.

§ 27 Passing the Master's Examination, Final Grade

- (1) The master's examination is passed when the 120 CP specified in §15 (1) have been earned.
- (2) The final grade of the Master's examination is composed as follows:
- a) the weighted average of the grades from the completed modules ELG-M1 (10%), ELG-M4 (10%), ELG-M6 (15%) and ELG-M8 (15%)
 - b) the grade of the Master's thesis (50%).
- (3) ¹The master's examination is definitively failed if
- 1. the master's thesis has been definitively failed,
 - 2. one of the required modules in the compulsory area has been definitively failed,
 - 3. the credit points to be acquired in the compulsory elective area can no longer be acquired,
 - 4. the 120 credit points required to pass the master's examination can no longer be obtained due to the expiry of the deadline in accordance with §22 (2).

²The chairperson of the examination board shall issue a written decision on this matter, which shall include information on the right of appeal.

§ 28 Certificate, Master's Degree Certificate, Diploma Supplement

- (1) ¹If the candidate has passed the master's examination, they shall receive a certificate listing the achievements required to pass the master's examination with the corresponding credit points and grades. ²The date of passing the master's examination shall be the date on which the last examination was taken. ³The certificate shall also state the topic of the master's thesis, its grade and the number of credit points. ⁴The candidate will also receive an English translation and a diploma supplement in English, which contains a description of the qualification acquired through this programme. ⁵In addition, the candidate will receive a transcript from their credit point account as proof of study together with the certificate.
- (2) ¹In addition to the certificate, the candidate shall receive an English translation of the master's degree certificate bearing the date of the certificate. ²This shall certify the award of the master's degree in accordance with §2 (2). ³Upon receipt of the certificate, the candidate is authorised to use the academic title.
- (3) ¹The certificate is signed by the chair of the examination board and the master's degree certificate by the dean of the relevant faculty. ²Both documents bear the seal of the faculty.
- (4) ¹In addition to the certificate, an ECTS grading table will be issued upon request. ²This table specifies for each level of the overall examination grade pursuant to §23 (3) the percentage of students who completed their studies with this grade in the reference period. ³The degrees from the previous eight semesters, but at least 30 degrees, are used as the reference group. ⁴The date of the last achievement is decisive for the assignment to the respective semester. ⁵If the minimum number of degrees is not reached, the reference group is extended by one semester at a time until this requirement is met. ⁶For degrees completed before the minimum number of degrees has been reached, an ECTS classification table will be issued upon request once the minimum number of degrees has been reached at the end of a semester. ⁷For this purpose, the semester in which the degree was obtained is also included in the

reference group. ⁸The size of the respective reference group and the period used to form it must be stated.

§29 Invalidity of Examinations

- (1) If a candidate has cheated in an examination and this fact only becomes known after the certificate has been issued, the examining board may subsequently correct the grades concerned accordingly and declare the examination wholly or partly failed.
- (2) ¹If the requirements for admission to an examination were not met without the candidate intending to deceive, and this fact only becomes known after the certificate has been issued, this deficiency shall be remedied by passing the examination. ²If the candidate has deliberately obtained admission under false pretences, the examination board shall decide on the revocation of unlawful administrative acts in accordance with the general principles of administrative law.
- (3) The candidate shall be given the opportunity to comment before the examination board makes a decision in accordance with §29 (1 and 2).
- (4) ¹The incorrect examination certificate shall be withdrawn and, if necessary, a new one shall be issued. ²A decision in accordance with §29 (1 and 2) sentence 2 is excluded after a period of five years from the date of the examination certificate.

§ 30 Review of Examination Documents

Examination documents may be reviewed within one month of the announcement of the examination results at the office of the respective examiner.

§ 31 Withdrawal of the Degree

The withdrawal of a degree is governed Art. 69 BayHSchG.

III. Final Provisions

§ 32 Effective Date

¹These statutes shall enter into force on the day after their publication. ²They shall apply to all students who commence their studies in the master's programme English linguistics in the winter semester 2019/20.

Appendix 1

Aptitude Assessment Procedure

- (1) ¹The purpose of the aptitude assessment procedure is to determine whether, in addition to the skills acquired in a first professionally qualifying degree, the applicant possesses the abilities listed in (3) that would enable them to successfully complete the master's programme English linguistics.
- (2) ¹The aptitude assessment procedure is held each summer for the start of studies in the following winter semester. ²Applications for admission to the master's programme English Linguistics must be submitted by 1 June (cut-off date) to the Institute of English and American Studies, using the university's online application portal, SPUR. ³The following documents must be uploaded with the application:
 - a) a work sample in English comprising 10 – 20 pages,
 - b) the final degree certificate in accordance with §4 (1); if the final certificate cannot be presented at the time of application, a proof of all study and examination achievements to date amounting to at least 150 credit points (transcript of records) and a proof of the average grade achieved to date; in order to determine the overall grade in accordance with (3) the missing credit points for the degree will be graded with a 4.0 and then the weighted average will be calculated based on the credit points.⁴The work sample may be taken from the area of preliminary studies or project work, extracurricular activities, etc. and should take the form of an essay or term paper that deals with an academic topic in a logical and structured manner. ⁵The procedure shall be carried out by the examination board (§9).
- (3) ¹The documents to be submitted in accordance with (2), sentence 3, are assessed in the aptitude test on a scale from 1 to 10 according to the following criteria:
 - a) Work sample: The extent to which the applicant's ability to present ideas clearly, structure them and argue logically meets the requirements of the master's programme and allows for the expectation of successful completion is assessed.
 - b) Average grade of undergraduate studies: The 10 points to be awarded in accordance with sentence 1 shall be distributed evenly across the grade levels up to the grade

required for admission, depending on the respective grading system. ²The points shall be distributed as follows:

Grade point average	Points
1.0 – 1.19	10
1.20 – 1.49	9
1.50 – 1.89	8
1.90 – 2.19	7
2.20 – 2.49	6
2.50	5

(4) ¹The assessment results determined in accordance with (3) are weighted as follows:

1. Final or average grade of undergraduate academic achievements: 6.5 times,
2. Assessment of the work sample: 3.5 times,

²The weighted points in accordance with sentence 1 are added together to form a total number of points, rounded to one decimal place. ³A minimum of 60.0 points is required to demonstrate suitability.

(5) ¹The result of the aptitude test shall be communicated to the applicant in writing.

²Rejections shall be accompanied by information on the right of appeal.

(6) ¹Applicants who have achieved less than 60.0 points may repeat the aptitude test once.

Issued on the basis of the resolution of the Senate of the University of Regensburg dated 10 July 2019 as well as the approval of the President of the University of Regensburg dated 19 December 2019.

Regensburg, 19 December 2019

University of Regensburg

The President

Prof. Dr. Udo Hebel

These statutes were filed at the university on 19 December 2019; the filing was announced on 19 December 2019 by notice posted at the university. The date of the announcement is therefore 19 December 2019.