

**Examination Regulations
for the International Master Program
Development and Governance**

This is an unofficial translation of the 'Prüfungsordnung für den Internationalen Master-Studiengang Development and Governance an der Universität Duisburg-Essen vom 4.April 2011'. Only the German version is of legal relevance.

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I. General Regulations

§ 1

Scope and Accessibility

(1) These Master Examination Regulations refer to the International Master Program Degree 'Development and Governance' at the Duisburg-Essen University.

(2) Admission to the Master Program Development and Governance requires the applicants to have completed undergraduate studies in a German or foreign University preferably in the fields of Political Science, Social Science, Law, Economics or Geography with an overall rating of 'good' (2,3) or better qualifying with a total of 240 ECTS.

Exceptionally the Board of Examiners can admit applicants who have earned their first degree qualifying for a professional career with a total of 180 ECTS provided they compensate for the missing 60 ECTS by additional outstanding performance in the field of study with study-relevant working experience of at least one year, further achievements of ECTSs, scientific research or publications.

(3) The Language of Instruction at the International Master Program 'Development and Governance' is English. Applicants whose mother language is not English nor have completed their undergraduate studies in English are required to prove an English Language proficiency level of B2 (Common European Framework, CEF). This can be verified through the results of the following internationally recognized testing procedures:

- TOEFL:
 - Paper based test: 550 or higher
 - Computer based test: 213 or higher
 - Internet based test: 80 or higher
- IELTS: 6.0 or higher
- Cambridge Certificate of Proficiency in English (Grades A, B, C)

The Board of Examiners shall decide upon the recognition of further internationally accepted language certificates.

(4) According to § 1 paragraph 4 g of the Regulations for the German Language proficiency test for the admission of foreign applicants (DHS) at the Duisburg-Essen University as of the 13th of

September 2005 –in the respective current version- the disposability of sufficient German knowledge is not necessary at enrolment.

(5) In addition to the qualifications for studying at the International Master Program 'Development and Governance', a special program-related suitability is required. More particular Information on this is managed by the regulations for the determination of the specific suitability for the International Master Program 'development and Governance'.

§ 2

Aim of Study, Purpose of Examination

(1) In the International Master Program 'Development and Governance' students purchase the necessary specialist knowledge, skills and methodology in a general and scientific job qualifying training, in consideration of the changes and requirements of a professional career. Students will be qualified to carry out scientific work, to critically allocate scientific findings and to act responsibly. The program particularly provides students with knowledge and skills allowing them to work in leading positions in Politics and administration as well as in development cooperation.

(2) At the International Master-Program graduates with a first academic degree acquire a further professional, academic degree. The Master-Examination shall determine whether the students have acquired in-depth specialist knowledge, adopted skills and methodology, gained overview of their subject coherences and are able to work independently and scientifically to apply scientific problem-solving methods and findings. Passing the Master-Examination enables the continuation for a doctorate and thus an academic career.

§ 3

Master-Degree

After the successful completion of the Master-Examination the Faculty for Social Sciences of the Duisburg-Essen University certifies the examinee with the Master Degree "Master of Arts" abbreviated "M.A".

§ 4

Pace of Enrolment

(1) The Master-Program 'Development and Governance' starts in winter semesters only.

(2) Admission to advanced semesters is possible both in winter as well as in summer semesters.

§ 5

Standard Period of Study, Course of Study, Scope of Study

(1) The Standard Period of Study for the Master-Program 'Development and Governance' including the Internship and the lead time for the Master-Thesis is one year or two semesters.

(2) The Program has a modular structure in all its sections. A module denotes a group of thematically related course units held at a specific time which carries a certain number of ECTS-Credits corresponding to the time required for successful attendance. The European Credit Point System (ECTS) serves for the acquisition of students' rendered performances based on time efforts. Every course is furnished with ECTS-Credits corresponding respectively to the required study efforts. The objective and content of the courses is written in the module manual by the Faculty of Social Sciences which is subject to update on a proposal from the responsible Board of Examiners. The ECTS-Credits are not associated with the qualitative assessment of the course of study. All graded modules are associated with the collateral examinations during the course of study that are eventually included in the final grade.

(3) Indications for the Course of Study for the International Master-Program 'Development and Governance' structure the content of study in order to complete studies in the Standard Period of Study. This also ensures that the students set their own area of focus and allow a balanced proportion of compulsory and compulsory optional courses.

§ 6

ECTS-Credits

(1) In the Master-Program 'Development and Governance' a total of 60 ECTS-Credits is to be acquired. Thereof

- 37 ECTS-Credits are accounted for verified accompanied specialist modules;

- 15 ECTS-Credits for the Master-Thesis according to § 17;

- 8 ECTS-Credits for the Internship according to § 7.

(2) An ECTS-Credit account filed for the Board of Examiners that serves for the documentation of the accomplished performances shall be established for every student in the International Master-Program 'development and Governance'. When a module is successfully completed the corresponding amount of ECTS-Credit shall be accredited to the previously mentioned account. Within the organizational capabilities, students can access and grant insight into their state of accounts at any time.

§ 7

Internship

(1) The Internship serves the acquisition of practice oriented competences in the fields of public administration, Development Politics and Development Cooperation.

(2) The Internship is usually to be covered in six weeks. Principally the Internship is performed before registering for the Master-Thesis and generally during the lecture-free period between the 1st and 2nd semester. The Internship is accredited 8 ECTS-Credits.

(3) The Internship is usually performed at an Organization or Authority working in development policy inland or abroad. The chosen Institution is to document the accomplished performances on a certificate.

(4) Additionally, students are to hand in a report of 8 to 10 Pages on their training experience.

§ 8

Board of Examiners

(1) The Faculty of Social Sciences constitutes a Board of Examiners that is in charge of the organization of the examinations and further exam-related tasks assigned to it by these examination regula-

tions for the International Master-Program 'Development and Governance'.

(2) The Board of Examiners consists of a Chairperson, a Deputy Chairperson and three additional members. The Chairperson, the Deputy Chairperson and one further member are chosen from the group of the university professors, one member from the group of university research associates and one member from the student group upon nomination from the faculty council. Accordingly, for the members of the Board of Examiners with the exception of the Chairperson and the deputy Chairperson substitute members are chosen. The term of office of the members from the group of university professors is three years, for the group of university research associates as well as for the student member is one year. Re-election is permitted.

(3) The Board of Examiners is authority in terms of administrative procedural law and administrative adjective law.

(4) The Board of Examiners shall ensure that the provisions of the examination regulations are complied with and ensure the proper implementation of the exams. In particular, it shall be responsible for the decision on complaints against the decisions taken in examination procedures. In addition, the Board of Examiners is to regularly report to the Faculty Council on the development of examinations and the period of study at least once a year. It gives suggestions for the reform of the examination regulations and curricula and discloses the distribution of the grades and the final mark. The Board of Examiners controls the allocation of ECTS-Credits to the actual time efforts and where appropriate, proposes redeployments. The Board of Examiners can discharge its functions in standard cases to the Chairperson; this does not apply to decisions on complaints and for the report to the Faculty Council.

(5) The Chairperson shall convene meetings of the Board of Examiners. He or she must convene a meeting when at least one member of the Board of Examiners or the Dean or the Dean of Students of the Faculty of Social Sciences requires it.

(6) The Board of Examiners has a quorum if in addition to the Chairperson or the Deputy a further member of the group of university professors and at least one other voting member are present. Decisions are made by a simple majority. In the case of a tied vote the decision falls back to the Chairperson. The student member of

the Board of Examiners does not participate in the assessment and recognition of academic and examination performances.

(7) The members of the Board of Examiners have the right to attend any of held examinations.

(8) The meetings of the Board of Examiners are not public. The members of the Board of Examiners and their representatives are subject to professional secrecy. If the members of the Board of Examiners are not already obliged to maintain secrecy, due to a public service or employment, they are to commit to secrecy under the law on the formal commitments of persons not employed by the state (Verpflichtungsgesetz) by the chairperson of the Board of Examiners.

(9) The Board of Examiners and responsible Examination Office coordinate together upon the organization and implementation of the Master examination procedures.

§ 9

Recognition of Study and Examination Achievements

(1) Periods of study and examination results within the same MA program at other accredited academic institutions in Germany or of equivalent courses of study at foreign universities with ECTS-System shall be recognized without being tested for equivalence.

(2) Periods of study and examination results in other courses or at other universities in Germany can be recognized if equivalency was found. Periods of study and examination results that have been yielded at foreign universities, can be recognized when requested equivalency was found. Equivalence is determined when periods of study and examination results with regard to the Contents, scope, and requirements are in accordance to those of the study at the Master-Program 'Development and Governance' at the Duisburg-Essen University. That is not carried out through a schematic comparison but rather through an overall consideration and assessment.

Equivalence of periods of study and examination results from foreign universities are to be considered according to the Education Minister' Conference and of the German Rectors' Conference approved equivalence agreements and further agreements in the context of university partnerships.

In addition, in case of doubt on equivalencies the Central Office for Foreign Education can be consulted.

(3) For the recognition of periods of study and examination results of state-recognized distance learning and combined studies programs or of the state of North rhine-westphalia in cooperation with other states and the federal government developed units for distance learning and combined studies, paragraphs 1 and 2 shall apply accordingly. Paragraph 2 shall apply also for periods of study and examination results that have been rendered at other educational institutions, in particular at state-run or state-recognized colleges and technical schools, engineering schools and officer academies in former East Germany (DDR).

(4) At request, additional knowledge and skills on the basis of presented documents can be recognized.

(5) Applicant students who are eligible for studying in higher semesters due to the placement exam that is in accordance with § 49 paragraph 11 on higher education shall be accredited with the proven knowledge and skills taken at the placement exam. The noting of the placement exam in the certificate is binding for the Board of Examiners.

(6) According to the paragraphs 1 and 5 the Board of Examiners is responsible for the crediting. The Board of Examiners shall adopt regulations for the recognition of Credits from existing degree programs of the University of Duisburg-Essen. Before stating the equivalence, relevant departmental representatives can be consulted.

(7) Where examination results are transferred, as far as the grading systems are compatible, the grades shall be adopted and if necessary to assign ECTS-Credits according to § 6. The grades that have been taken are to be calculated to the overall grade. In the case of incomparable grading systems it shall be noted that the subject was "passed". This assessment will not be calculated as part of the overall grade. The reckoning however shall be marked in a footnote on the Transcript.

(8) In the presence of the conditions in the paragraphs 1 to 5 a claiming of accreditation is possible. The recognition of periods of study and examination results rendered in Germany is done ex officio. For recognition students are to show the necessary documents to the Board of Examiners.

§ 10

Examiners and Assessors

(1) Only university professors, lecturers, and research associates that have completed at least the respective Master-Examination or a comparable Examination are allowed to be Examiners or Assessors. The Examiner or Assessor must be from the group of members of a university.

(2) The Board of Examiners appoints the Examiner and Assessor. It can also delegate the appointing to the Chairperson of the Board. According to Paragraph 1 Article 1 lecturers that have taught in the respective field of Examination are to be assigned as Examiners.

(3) Examiners are independent in their audit work. They are responsible for the preparation of content and implementation of the Examinations. They decide and inform about the tools that may be used for the exam. For the organizational structure (organization of the appointment, the room coordination, organization of the supervision) the Examiners work together with the Board of Examiners and the Examination Office.

(4) The students can propose the first examiner for their Master-Thesis. The proposals are to be taken into account if possible. However, the proposals do not constitute a claim.

II. Master-Examination

§ 11

Admission to the Master-Examination

(1) The deadline for the application for admission to the Master-Examination shall be announced by the Board of Examiners. The following should be attached to the application:

1. The proof of the existence of the admission requirements referred to in § 1,

2. A statement as to whether the student has previously definitively failed a Master-Examination in the same or a similar program or a diploma or a Magister Examination in a similar course and whether or not he or she is currently enrolled in another examination procedure.

(2) The approval to take part of an examination is to be refused if:

- a) the requirements named in paragraph 1 are not met or
- b) the required documents are not complete or
- c) the student has previously definitely failed one of the examinations mentioned in paragraph 1 Nr. 2 or
- d) the student is currently enrolled in one of the examination procedures mentioned in paragraph 1 Nr. 2.

§ 12

Structure of the Examination, Registration and Withdrawal

- (1) The Master Examination consists of study accompanied and course related modules and sub-module examinations (§ 13), the Internship (§ 7) and the study concluding Master-Thesis (§ 17). Study accompanied examinations are conducted in German or in English language.
- (2) Study accompanied examinations serve to prove that students have successfully attended certain courses or modules and purchased the knowledge and skills conveyed in those courses and modules. In the context of these examinations the students are expected to show that they have recognized coherences of the respective field of examination and are able to classify special issues to those coherences. Either one module examination or multiple sub-module examinations can be conducted within a module.
- (3) Examinations accompanying the studies shall be offered latest during the lecture-free period after the completion of the course or after the last session of the module. The dates shall be announced in due time.
- (4) Students must register for examinations during the given registration period and in the established form set by the Board of Examiners. Exceptions can be approved by the Board of Examiners. The withdrawal from a registered exam is possible within the conditions of the Board of Examiners and the withdrawal period which is latest one to three weeks before the examination date. It is the student's obligation to be informed about the examination dates.
- (5) In case a student can prove through a medical certificate that he or she is unable to take part at the exam as planned or scheduled due to a long-lasting or permanent disability, the chairperson of the Board of Examiners shall provide the student –at request- with equivalent Credits in a different form.

§ 13

Structure of the Module and Course-Related Examinations

Module and Sub-Module Examinations can be acquired

- 1. through oral examinations or
- 2. in written form through tests, term papers, assignments or
- 3. through lectures or
- 4. oral presentations or
- 5. through other examination method (depending on the faculty's provisions)
- 6. through a combination of all Examination Methods 1.-5. (mentioned above)

In the beginning of every course the students are to be informed about the examination Method and date. The Examination Method and date shall be determined by the Examiner uniformly for all candidates. § 12 Paragraph 5 remains unaffected.

§14

Oral Examinations

- (1) In the Oral Examination the candidate should prove to have recognized competencies of the respective field of examination. Additionally, the oral examination should determine whether the student has attained course related educational objectives.
- (2) The Oral Examination is usually taken individually or in a group before an Examiner and in the presence of an Assessor. According to the evaluation scheme in § 21 the Assessor is to be heard before determining the grade.
- (3) The Oral Examination lasts a minimum of 15 minutes up to a maximum of 45 minutes per student. The appropriate timely scope is to be guided by the amount of Credits that are to be acquired.
- (4) Essential topics and results of an Oral Examination are to be recorded in a report. The grade is announced to the student at the end of the Oral Examination. The Board of Examiners is informed in written form about the grade of the Oral Examination immediately or latest within a week after the Examination date.
- (5) Students who want to undergo the same exam at a later examination date can be admitted as listeners according to spatial circumstances, unless the examined student objects. However the admis-

sion as a listener does not include witnessing the evaluation and announcement of the grade.

§ 15

Written Examinations

(1) In a written Examination the candidate should prove to have acquired a broad knowledge and understanding in the field of Examination and be able to find his or her own solutions based on differential understandings of familiar methods for selected questions in a limited amount of time using the allowed tools. Written Examinations last between 60 to 120 minutes. Exceptions are to be authorized by the Board of Examiners.

(2) All written Examinations are evaluated according to the evaluation scheme in § 22. The criteria of the examination evaluation should be disclosed. The student is granted the ability to have an insight into his or her examination paper. This is regulated by the Board of Examiners.

(3) According to the evaluation scheme § 22, the last repetition examination should be assessed by two Examiners. This shall only be waived with the approval of the Board of Examiners due to compelling reasons; the reasons are to be recorded.

(4) The evaluation process shall usually not exceed six weeks. This shall only be waived due to compelling reasons; the reasons are to be recorded. The Board of Examiners is informed in written form about the grade immediately after completion of the evaluation process.

§ 16

Term Papers, Assignments, Presentations

The Board of Examiners decides upon the provisions for Term Papers, Assignments, Lectures and Presentations as well as other examination performances. For Term Papers and Assignments the same provisions as for written Examinations apply with the particularity that only one Examiner is sufficient for the evaluation. Oral presentations are to be held on the basis of more specific provisions and evaluated by the Examiner.

§ 17

Master Thesis

(1) The Master Thesis marks the completion of the academic education of the Master Program 'Development and Governance'. It aims to show that students are capable to work with academic methodologies on finding solutions in the field of political science in a given amount of time.

(2) Only students who have purchased a total of 28 ECTS-Credits are authorized for the Master Thesis. Generally, the internship should also be successfully completed by that time. Justified exceptions are possible when agreed upon by the first supervisor.

(3) The topic of the Master Thesis is to be set and supervised by any university professor, university lecturer or private lecturer from the faculty of social sciences that conducts courses at the international Master Program 'Development and Governance'. The student is granted the right to suggest a topic. Should the Master Thesis be carried out at another faculty of the University of Duisburg-Essen or at an institution outside of the University, this required the consent of the Board of Examiners. At a student's request, the Chairperson of the Board of Examiners shall ensure that the student receives a topic for the Master Thesis on time. The time of the assigning of the topic for the Master Thesis is to be recorded to the Chairperson of the Board of Examiners through whom the assigning shall be made by.

(4) The working time for the Master Thesis is twelve weeks. In individual cases at reasoned request from the student the Board of Examiners can extend the working time for the Master Thesis for up to another two weeks as long as this request is handed in to the Chairperson of the Board of Examiners in written form at latest two weeks prior to the submission deadline. The topic and the task of the Master Thesis must be designed to meet the given deadline for its processing. The topic can be returned only once and within the first month of the working time.

(5) The Master Thesis can in justified cases be conducted in form of a group work, provided the individual contribution is clearly distinguishable and evaluable regarding the indication of sections, page numbers or other objective criteria enabling a clear distinction of individual working input and if additionally all requirements as per paragraph 1 are fulfilled.

(6) The Master Thesis is to be written in English or in individual cases also accepted in other languages and is to be submitted to the Board of Examiners at due date in triplicate and in printed and bound format. As a general rule the Thesis should be 40 to 50 pages long. Necessary result details can be additionally summarized in an annex. At the submission of the Master Thesis the student is required to insure in written form that his or her work or -in case

of a group work- share of work has been composed independently and none other than the referred sources and citations have been used. The submission time is to be recorded. The Master Thesis is to be evaluated as “not sufficient (5,0)” if not submitted in due time.

(7) The Master Thesis is generally evaluated by two Examiners; the first examiner (supervisor) should be the one who suggested the topic of the Thesis. Exceptions from this rule are to be approved by the Board of Examiners. The second examiner is to be appointed by the Board of Examiners. At least one examiner must belong to a faculty of the University of Duisburg-Essen and decisively be part of the International Master Program ‘Development and Governance’. The individual assessment is to be carried out according to the evaluation scheme in § 22. The grade of the Master Thesis shall be formed by the arithmetic average of the individual evaluation, provided the difference is not more than 2,0. In case of the deviation of more than 2,0 the Board of Examiners shall appoint a third examiner for the evaluation of the Thesis. In that case the grade shall be formed by the arithmetic average of the two best grades. The Master Thesis can then only be graded as “sufficient (4,0)” or better if at least two grades were “sufficient (4,0)” or better.

(8) The evaluation process shall usually not exceed six weeks. This shall only be waived due to compelling reasons; the reasons are to be recorded. The Board of Examiners is informed in written form about the grade immediately after completion of the evaluation process.

§ 18

Repetitions of Exams

(1) Passed Examinations and Master Thesis are not allowed to be repeated. Exceptions are to be decided by the Board of Examiners. Upon failed Examinations a student shall receive a notification with remedy instructions.

(2) Failed Examinations are allowed to be repeated twice. A failed Master Thesis is allowed to be repeated once. The return of the topic of the second Master Thesis within the deadline mentioned in § 17 para. 4 Article 4 is only possible if the student has not made use of that option conducting the first Master Thesis.

(3) For repetitions the nearest possible examination date is to be taken. The Board of Examiners

is responsible to offer for each examination within two consecutive semesters at least two examination dates. In case a student fails to have justifiable reasons for non-observance, he or she loses their claiming of the test.

§ 19

Failing, Withdrawal, Deception, Compliance Deviation

(1) An examination is marked “not sufficient (5,0)” when a student misses his or her examination date without prior justified reasons or if the student withdraw at the beginning of the exam without any valid reasons. The same is applied to Written Examinations that have not been rendered in their foreseen processing time.

(2) If a student is unable to take part at an Exam because of a medical condition and can prove the inability of participating in the exam by submitting a medical certificate, then the try shall not count. The student is then required to take the next offered examination date. The submission of the medical certificate must promptly and in principle be given to the Board of Examiners within three working days after the date of the Examination. As for the reasons of non-participation in an Exam or non-compliance to the working times referred to in paragraph 1 the illness of a child being taken care of predominantly the affected student is to be equally regarded as the student’s own sickness. In case of repetitions or doubts the student can be granted special conditions.

(3) Attempts to influence the results through deception including Plagiarism or the use of non-approved tools the students will be graded with “not sufficient (5,0)”. This finding shall be recorded by the respective examiner or the supervisor. In case a student disrupts the proper flow of the Examination the examiner or supervisor can deprive the student from proceeding with the exam; in that case the student’s exam is graded as „not sufficient (5,)“. In more serious cases the Board of Examiners can deprive a student from further provisions of Credits.

(4) The affected student can according to paragraph 3 claim the Board of Examiners to reassess the decision within 14 days after the date of Examination. The decisions made by the Board of Examiners that affect the student are to be informed to him or her in written form and justified with an appeal.

(5) The Board of Examiners can request from a student an affirmation in lieu of an oath, that the achievements at the exam have been rendered independently and without undue external assis-

tance. Those who a) submit according to Article 1 a wrong affirmation in lieu of an oath or b) attempt a deception according to paragraph 3 are committing an offence. The Chancellor is the managing Authority for the persecution and punishment of the offences referred to in Article 2 a) and b). In case of a multiple or further serious attempts of deception the student can be deregistered.

§ 20

Students with Special Cases

(1) For students with disabilities the Board of Examiners sets the regulated examination conditions in this Examination Regulation at their request taking into account disadvantages compensating regulations and considerations of individual cases.

(2) Students for which the protection provisions according to the §§ 3, 4, 6 and 8 of the maternity protection regulations apply or for those who take hold of the deadlines of the Federal Child-rearing Allowance Law (Bundeserziehungsgeldgesetz) over parental times are given regulated examination conditions in this Examination Regulation by the Board of Examiners at request taking into account considerations of individual cases.

(3) For students taking care of or providing for their spouses, registered life partners, a straight line relative or a first-degree relative by marriage in cases where continued health care is needed, the Board of Examiners sets the regulated examination dates and deadlines in this Examination Regulation at their request taking into account the downtime due to the care and considerations of individual cases.

§ 21

Passing and Failing of the Master Examination

(1) The Master Examination is passed when all Examination according to § 13 as well as the Internship § 7 and the Master Thesis § 17 have successfully been completed and 60 ECTS-Credits have been purchased.

(2) The Master Examination is irrevocably not passed when one of the required exams has not been successfully completed as referred to in paragraph 1 and a repetition of that exam is no longer possible according to § 18.

(3) In case the Master Examination is irrevocably failed, at request from the student and with a presentation of required documents and the certificate of exmatriculation the Board of Examiners can issue a certificate that discloses all successfully completed Examinations and notes that the Master Examination has not been passed.

§ 22

Formation of Exam Grades

(1) The Grade Points for the singular Exams are to be determined by the respective examiner. For the evaluation the following grades are to be used:

1 = very good: an outstanding achievement;

2 = good: an achievement substantially above average requirements;

3 = satisfactory: an achievement which corresponds to average requirements;

4 = sufficient: an achievement which barely meets the requirements;

5 = not sufficient / failed: an achievement which does not meet the requirements.

Intermediate Values can be formed for a differentiated assessment of the test achievements by the decrease or increase of 0,3 of a singular grade between the grades 1,0 and 4,0.

(2) If an exam is to be evaluated by several examiners the grade will be calculated through the arithmetic average of the singular grades. For the formation of the grade only the first decimal place after the comma will be regarded; the rest is to be discarded without rounding. The Grade is: with an average up to and including

1,5 = very good;

with an average of 1,6 up to and including 2,5 = good;

with an average of 2,6 up to and including 3,5 = satisfactory;

with an average of 3,6 up to and including 4,0 = sufficient;

with an average starting 4,1 = not sufficient.

(3) An Exam is passed when the grade "sufficient (4,0)" or better is granted. An Exam is irrevocably failed when it has been evaluated as "not sufficient (5,0)" and all repetition options according to § 18 have been exploited.

§ 23

Formation of the Module Grade

(1) A Module is successfully completed when all examinations escorting the Module have been passed. Upon the successful completion of a module the student will be credited the account-ed ECTS-Credits.

(2) The Module Grade for Modules provided with one grade is to be calculated through the ECTS-Credits weighted arithmetic average of all sub-module examination grades assigned to the Module. Additionally, the ECTS-Credits granted for the successful completion of the course shall be multiplied with singular Grade Point of the sub-modules. The sum of all Credit Points purchased within one Module divided by the sum of all ECTS-Credits gives the weighted average mark (Grade Point Average, GPA) of a Module. For that only the first decimal place after the comma will be regarded; the rest is to be discarded without rounding. (For the terms Grade Point, Credit Point and Grade Point Average cf. Appendix 1)

§ 24

Formation of the Final Grade

(1) The Final Grade of the Master Examination is calculated as weighted average mark (Grade Point Average, GPA)

(2) The Final Grade is calculated in the same manner the Module Grade is calculated. (cf. §23) For all successfully completed examinations as well as the Master Thesis according to § 22 first the Credit Points are to be calculated. The sum of all Credit Points purchased from subjects of the compulsory and compulsory optional field and the Master Thesis divided by the sum of all ECTS-Credits purchased from subjects of the compulsory and compulsory optional field and the Master Thesis gives the weighted average mark (Grade Point Average, GPA) of the total Master Examination. For that only the first decimal place after the comma will be regarded; the rest is to be discarded without rounding. In addition § 23 applies accordingly.

(3) If the Master Thesis was graded 1,0 and the average of all further grades 1,3 or better, then according to § 26 Para. 1 the transcript shall be granted with an overall assessment of "passed with distinction".

(4) If over three academic years at least a number 50 graduates have been reached, additional

an ECTS-Grade is to be added to the calculation of the final grade.

The Students receive the following ECTS-Grade:

A "Passed" – the best 10%

B " Passed" – the next 25%

C " Passed" - the next 30%

D " Passed" - the next 25%

E " Passed" - the next 10%

FX "Failed – improvements are necessary before the recognition of the achievements."

F "Failed" – significant improvements are required.

§ 25

Additional Subjects

(1) The student can enrol in further exams of further subjects beyond the compulsory and the compulsory optional field. (Zusatzfächer).

(2) The result of the exams purchased from additional subjects are not included in the assessment of Module Grades nor the final Grade. The achievements will be included in the Diploma Supplement.

§ 26

Transcript and Diploma Supplement

(1) Once a student has passed the Master Examination, he or she receives a transcript including the following information:

- Name of the University and the designation of the faculty,

- Surname, Name, Date and Place of Birth of the student,

- Title of the Programme and References for the Information Package,

- the Titles and Grades of the completed Modules with the achieved Credit Points and the associated ECTS-Grades,

- the Topic and the Grade of the Master Thesis with the achieved Credit Points and the associated ECTS-Grades,

- the Final Grade with the overall achieved Credit Points and the associated ECTS-Grades,

- at request from the student; the duration of study till the completion of the Master study,

- at request from the student; the results of the –if applicable- completed exams of the additional subjects,

- the Date of the last rendered examination,

- the Signature of the Chairperson of the responsible Board of Examiners as well as the Dean of the Faculty and

- the official Seal of the University.

The Transcript carries the Date in which the last examination for the Master Examination has been performed.

(2) Along with the Transcript the Graduate will be handed a Diploma Supplement by the University. The Diploma Supplement besides personal information and general remarks on the type of degree, the awarding university and the course of study and the study program it contains particularly detailed information on the rendered studies and examination performances and their assessment as well as achieved ECTS-Credits. Diploma Supplement carries the same Date as the Transcript.

§ 27

Master-Certificate

Simultaneously to the Transcript and the Diploma Supplement the graduating student receives a Certificate with the same Date as the Transcript. On it the lending of the Master-Degree according to § 3 is certified. The Certificate is signed by the Chairperson of the Board of Examiners and the Dean of the Faculty for Social Sciences as well as sealed by the University Duisburg-Essen.

III. Final Provisions

§ 28

Invalidity of the Master-Examination, Revocation of the Master Degree

(1) In the case that student has proved deception at an examination and this fact is revealed after the lending of the Transcript/Certificate, the Board of Examiners can change this particular examination mark and entirely or partially declare the Examination as failed.

(2) In case the conditions for the admission to an exam have not been fulfilled with no deception intentions from the student and this fact is revealed after the lending of the Transcript/Certificate this deficiency shall be healed by passing the examination. If the admission was

deliberately obtained with injustice, then the Board of Examiners shall decide taking into account the legal consequences according the administrative procedure laws of the State of North-rhein Westphalia.

(3) Prior to the decision the affected person has the opportunity to make a statement.

(4) All incorrect Examination Certificates are to be restored and if applicable for new ones to be distributed. A decision according to Paragraph 1 and 2 Phrase 2 after a period of five years after the issuing of the Certificate is ruled out.

(5) If the Examination has been declared failed, then the awarded Degree must be revoked and the handed out Certificate recollected.

§ 29

Access to Examination Files

(1) At request a student is granted insight upon their written examinations.

(2) the Examination Files consist of

a) an Examination Card that contains at least the following information:

- Surname, Name, Matriculation number, Date and Place of Birth

- Master-Program

- Begin of study

- Examination Papers

- Pre-Exam Achievements

- Registration Data

- Diploma Supplement

- Final Paper

- Date of the Graduation

- Date of the lending of the Transcript and Certificate

b) Copies of the Transcript and Certificate

c) Examination Papers/ Examination Protocols

The Examination Files can be conducted electronically.

§ 30

Scope

These Examination Regulations shall apply to all students that for the first time are registered in the

winter semester 2010/2011 at the International Master Program Development and Governance at the University of Duisburg-Essen.

These Examination Regulations shall enter into force with the effect of 1 October 2010. They shall be published in the Newsletter of the University of Duisburg Essen.

§ 31

Entry into Force and Publication

**APPENDIX 1:
Legend for the Appendix 2 and 3**

- CR = ECTS-Credits (1 Cr complies approx. 30 working hour of a student)
 GP = Grade Points (Grade) of an Exam
 CP = Credit Points of an Exam (SP = Cr x GP)
 GPA = Grade Point Average (weighted average mark) of a module
 (Appendix 2) respectively Master-Examination (Appendix 3)

$$= \frac{\sum \text{all purchased Credit Points}}{\sum \text{all purchased Credits}}$$

 SL = Studienleistung (Study Performance) accord. § 12 Para. 3, can be rendered orally (mdl.)
 (e.g. Presentation) and/or in written (schriftl.) form (e.g. Book or Essay Review).

**APPENDIX 2:
Example to illustrate the calculation of a Module Grade**

Example Module: Development

Exam / Course	Cr	GP	CP	award- ed Cr for Ø Grade	GPA
Test / Global Governance and Development	4	2,0	8,0	4	
Term Paper and oral (mdl.) study performance / Conflict, Governance and Human Security	6	1,7	10,2	6	
Oral mdl. or written study Performance Studienleistung (SL) / Practical Skills	3				
Total	13		18,2	10	1,8

The student has purchased 13 Cr (=ECTS-Credit) in this Module. The average mark of $18,2/10 = 1,8$ refers to the 10 Cr that have been awarded with exam achievements.

APPENDIX 3:
Example to illustrate the calculation of the Final Grade

Test Element	Cr	GP	CP	Module Grade	Awarded Cr for Ø Grade	Module Grade x Cr	GPA
Test / Global Governance and Development	4	2,0	8,0				
Term Paper and oral mdl. study performance (SL)/ Conflict, Governance and Human Security	6	1,7	10,2				
Oral mdl. and written study performance. (SL) / Practical Skills	3						
Development	13		18,2	1,8	10	18	
Test / Policy Analysis	4	3,0	12,0				
Term Paper and oral mdl. study performance (SL)/ Public Administration	6	2,3	13,8				
Term Paper and oral mdl. Study performance (SL/ Democracy and Governance out of OECD	6	1,7	10,2				
Governance	16		36	2,2	16	35,2	
Test / African Politics	4	1,3	5,2				
Test / European Politics	4	2,0	8,0				
Area Studies	8		13,2	1,6	8	12,8	
Internship	8						
M.A.-Thesis	15	1,3	19,5	1,3	15	19,5	
Total	60				49	85,5	1,7

Note: The Calculation of the ECTS-Credits that constitute the Final Grade is made out of the Sum of the total number of ECTS-Credits (60 Cr) deducting the ECTS-Credits for the Internship (8 ECTS-Credits) and deducting the recognized achievements with no Grade (3 ECTS-Credits).

Annex

Indications to the Structure of study for the International Master Program Development and Governance

The International Master Program Development and Governance consists of the following Modules
(Detailed description of the Modules and Courses are found in the Module Manual):

Nr.	1	Title	Development				Abbreviation	DEV
Module type			Compulsory		Conditions		none	
Associated Courses								
Nr.	Type		SWS	Cr	Sem.	rota	Examination	
1	V	Global Governance and Development	2	4	1	WS	Test	
2	S	Conflict, Governance and Human Security	2	6	2	SoSe	Term Paper	
3	S	Practical Skills	2	3	2	SoSe	Oral (mdl.) and written study performance	

Nr.	2	Title	Governance				Abbreviation	GOV
Module type			Compulsory		Conditions		none	
Associated Courses								
Nr.	Type		SWS	Cr	Sem.	rota	Examination	
1	V	Policy Analysis	2	4	1	WS	Test	
2	S	Public Administration	2	6	1	WS	Term Paper	
3	S	Democracy and Governance out of OECD	2	6	1	WS	Term Paper	

Nr.	3	Title	Area Studies				Abbreviation	AREA
Module type			compulsory (with optional compulsory courses)		Conditions		none	
Associated Courses								
Nr.	Type		SWS	Cr	Sem.	rota	Examination	
1	V	African Politics	2	4	2	SoSe	Test	
2	V	East Asian Politics	2	4	2	SoSe	Test	
3	V	European Politics	2	4	2	SoSe	Test	

This study plan/curriculum provides an overview on the ideal-typical order of how to complete the Courses:

Semester	Courses	SWS	CR	
1. Study year	1.	Module 1: Development		
		(V) Global Governance and Development	2	4
		Module 2: Governance		
		(V) Policy Analysis	2	4
		(S) Public Administration	2	6
	(S) Democracy and Governance out of OECD	2	6	
	Internship		8	
	Sum of Courses 1. Semester:	8	28	
	2.	Module 1: Development		
		(S) Conflict, Governance and Human Security	2	6
		(S) Practical Skills	2	3
		Modul 3: Area Studies (Wahlbereich, zwei aus drei Veranstaltungen)		
		(V) African Politics	2	4
		(V/S) East Asian Politics	2	4
(V) European Politics		2	4	
M.A.-Thesis		15		
Sum of Courses 2. Semester:	8	32		
Total	16	60		