

These degree programme and examination regulations have been worded carefully to be up to date; however, errors cannot be completely excluded. The official German text available at the Examinations Office is the version that is legally binding.

**Degree Programme and Examination Regulations for the
Master's Degree Programme for Professional Development
in Human Rights at the Faculty of Humanities,
Social Sciences, and Theology of Friedrich-Alexander-
Universität Erlangen-Nürnberg (FAU)
– FPOHR –
Dated 18 July 2014**

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4 February 2015
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Based on Section 13 (1)(2), Section 43 (5)(2), Section 61 (2)(1) of the Bavarian Higher Education Act (Bayerisches Hochschulgesetz, BayHSchG), FAU enacts the following examination regulations:

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Section 1 Scope, Purpose of the Master's Examination

(1) These examination regulations govern the examinations for the Master's degree programme for professional development 'Human Rights' resulting in the degree Master of Arts (abbreviated: MA).

(2) ¹The Master's degree programme in Human Rights is a postgraduate degree that qualifies the student for further research as well as professional work. ²The Master's examination serves to determine whether students:

- have acquired in-depth knowledge of the basics and the fundamental research findings in international human rights
- are capable of working independently according to scientific methods and of developing these further
- are prepared for professional practice.

Section 2 Content and Aims of the Degree Programme

¹The degree programme provides students with in-depth knowledge of international human rights, preparing them for careers in governmental and non-governmental institutions, the media and industry. ²The degree programme provides students with knowledge and skills regarding the political, philosophical and legal foundations of international human rights and gives students an opportunity to choose various specialisations. ³The degree programme is international and interdisciplinary, facilitating students' intercultural communication and intercultural learning.

Section 3 Standard Duration of Study, Teaching and Examination Language, Degree Structure

(1) The standard duration of studies is three semesters.

(2) All courses and examinations are held in English.

(3) ¹The Master's degree programme is concluded with the Master's examination. ²The scope and structure of the Master's degree programme in Human Rights as well as the scope and type of the examinations shall be set forth in **Appendix 1**. ³90 ECTS credits are required to successfully complete the degree programme.

(4) The Master's degree programme may only be started in the winter semester.

Section 4 ECTS Credits

(1) ¹The degree programme and examinations are based on the European Credit Transfer and Accumulation System (ECTS). ²30 ECTS credits are allocated per semester. ³One ECTS credit corresponds to 30 hours of work.

(2) ¹ECTS credits serve as a system to categorise, calculate and confirm the amount of work a student has invested. ²They are a quantitative indicator of a student's workload.

Section 5 Modules and Credits

(1) ¹The degree programme consists of modules for which students are awarded ECTS credits. ²One module is a chronologically connected and self-contained teaching and learning unit, the content of which can be tested in an examination.

(2) ¹The modules shall be completed with a module examination. ²This examination shall as a rule consist of one examination achievement or one course achievement. ³In exceptional cases, this examination can also consist of several partial examinations or parts of examinations or a combination of examination and course achievements if the subject warrants it. ⁴ECTS credits shall only be given for achievements that are awarded the grade 'ausreichend' (sufficient, 4.0) or better. ⁵Module examinations are conducted during the lecture period or following the last lecture or seminar of a module. ⁶All examinations with the exception of written assignments and oral examinations generally take place during the eight-week examination period. ⁷The examination period is divided into two weeks before and two weeks after the end of the lecture period of one semester, during which the examinations are sat for the first time, and a period of two weeks before and two weeks after the beginning of the following semester's lecture period, during which the resit examinations take place.

(3) ¹Examinations (examination achievements and course achievements) measure the student's performance. ²Examination achievements are graded. ³In the case of course achievements, the assessment may be limited to passing/failing the module.

(4) ¹Enrolment in the Master's degree programme in Human Rights at FAU is a requirement for participation in module examinations according to (2)(1). ²This shall not apply to resit examinations within the meaning of Section 28.

Section 6 Qualification for a Master's Degree Programme

(1) ¹Qualification for the Master's degree programme for professional development in Human Rights shall be proved through:

1. A degree from a German or foreign university usually consisting of a total of 210 ECTS credits, with the minimum being 180 ECTS credits, usually in law, social sciences or humanities,
2. A minimum of one year of relevant work experience in a relevant field or equivalent experience in a position of responsibility in an organisation involved in human rights,
3. English language proficiency at level C1 of the Common European Framework of Reference for Languages or equivalent proficiency in English according to **Appendix 2**,
4. A pass in the qualification assessment process according to **Appendix 3**, and
5. In the case of applicants with a degree consisting of 180 ECTS credits as described under no. 1, a pass in the suitability assessment examination according to **Appendix 4**.

²Section 63 BayHSchG shall apply to the assessment of equivalence of German and foreign degrees.

(2) The Admissions Committee can grant admission under the condition that proof of further achievements worth up to a maximum of 20 ECTS credits and to be determined

by the Admissions Committee be submitted within one year of taking up the Master's degree programme.

(3) ¹Paragraph 1 (1)(3) notwithstanding, applicants may be admitted to the Master's degree programme under the condition that proof of the English language proficiency required according to (1)(1)(3) is submitted at a later date to be determined by the Admissions Committee, which shall be the same for all applicants and shall be no later than twelve months after the start of the degree programme. ²Proof of English language proficiency is required to formally start the Master's degree programme.

Section 7 Examination Deadlines, Failure to Observe Deadlines

(1) ¹Examinations shall be sat in such a timely manner as to allow the student to obtain 90 ECTS credits by the scheduled deadline. ²The deadline shall be the last semester of the standard duration of study for the degree programme. ³The deadline according to sentence 2 may be exceeded by one semester for the Master's examination (extended deadline). ⁴An examination shall be considered to have been sat and failed at the final attempt if 90 ECTS credits were not obtained from the modules of the Master's degree programme within the extended deadline, unless the reasons for this are beyond the student's control.

(2) The deadline set forth in paragraph 1 shall be extended by claiming the periods of protection according to Sections 3, 4, 6 and 8 of the current version of the Maternity Protection Act (Mutterschutzgesetz – MuSchG) in the version published on 20 June 2002 (BGBl I S. 2318 [German Federal Law Gazette I p. 2318]), according to the periods set forth in the current version of the Parental Allowance and Parental Leave Act (Bundeselterngeld- und Elternzeitgesetz – BEEG) of 5 December 2006 (BGBl I S. 2748 [German Federal Law Gazette I p. 2748]), and according to periods of time spent providing care in the sense of Section 7 (3) of the current version of the Caregiver Leave Act (Pflegezeitgesetz - PflegeZG) of 28 May 2008 (BGBl I S. 874, 896 [German Federal Law Gazette I p. 874, 896]) for a close family member who requires care in the sense of the current version of SGB XI (German Social Security Code XI) of 26 May 1994 (BGBl I S. 1014, 1015 [German Federal Law Gazette I p. 1014, 1015]).

(3) ¹The reasons according to (1) and (2) shall be explained in writing and shown credibly to the Examinations Committee without delay. ²If the reasons are acknowledged, the examination shall be sat at the soonest possible time; already available examination and course achievements shall be accredited. ³In cases where the student is unable to sit an examination due to illness, the student shall be required to submit a doctor's certificate; a certificate from an official medical examiner may be requested.

Section 8 Examinations Committee

(1) ¹The Examinations Committee shall organise and carry out the examinations. ²The Examinations Committee shall have three members. ³The members shall be elected by the Faculty Council of the Faculty of Humanities, Social Sciences, and Theology in consultation with the School of Law for a period of three years. ⁴When electing members it must be ensured that the disciplines involved in the degree programme (political science, law, philosophy) are appropriately represented. ⁵All full-time university lecturers at the University of Erlangen-Nürnberg shall be eligible. ⁵The Examinations Committee shall elect one of the members as the chairperson and shall appoint a deputy to act in the event of the chairperson's absence. ⁶The chairperson of the Examinations

Committee may transfer tasks within his or her responsibility to a member of the Examinations Committee.

(2) ¹The Examinations Committee shall be tasked with carrying out the examination procedures, in consultation with the Examinations Office, especially the planning and organisation of the examinations. ²Its duties include ensuring that the provisions of these examination regulations are observed. ³With the exception of the examinations themselves and their assessment, which the examiners are responsible for, all decisions shall be taken by the Examinations Committee unless they have been transferred to the Examinations Office or the examination officers. ⁴The Examinations Committee shall check delegated decisions if requested to do so and shall verify that examinations have been legitimately assessed. ⁵It shall regularly report to the Faculty Council on the development of examinations and study periods, including information on gender-specific aspects, and shall, where applicable, submit suggestions for amendments to the examination regulations; it shall be consulted before such amendments are made. ⁶The members of the Examinations Committee shall have the right to be present during examinations.

(3) ¹The Examinations Committee shall have a quorum when all members are summoned in writing observing a notice period of at least one week and the majority of members is present and eligible to vote. ²Decisions shall be taken with the majority of votes cast in meetings. ³Abstentions, ballot votes and delegation of votes shall not be permitted. ⁴In case of a tie of votes, the vote of the chairperson shall be decisive.

(4) ¹The chairperson shall call the meetings of the Examinations Committee. ²The chairperson shall be entitled to take decisions that cannot be delayed on behalf of the Examinations Committee. ³The Examinations Committee shall be informed of such cases without delay. ⁴Furthermore, unless these examination regulations state otherwise, the Examinations Committee shall have the right to transfer individual tasks to the chairperson as well as revoke these responsibilities.

(5) ¹Official notifications in legal matters pertaining to examinations shall be made in writing; reasons shall be given and information on legal remedies available to the person shall be included. ²Students shall be given the opportunity to make a statement before negative decisions are finalised. ³The Examinations Committee shall have the right to rule that grade notifications may be sent out in electronic form to the individual students. ⁴The President shall issue any notification of objection in questions of examination legislation following consultation with the Examinations Committee and after hearing the examiners.

Section 9 Announcement of Examination Type, Examination Dates and Examiners, Registration, Withdrawal

(1) The dates of the examinations and the names of the examiners shall be announced in good time and according to local practice.

(2) ¹Students shall register for the individual module examinations after the start of the lecture period. ²The registration dates and formalities shall be announced according to local practice no later than four weeks in advance.

(3) ¹The deadlines set forth in Sections 7 and 28 notwithstanding, withdrawal from first attempts at written and oral examinations shall be permitted without stating reasons

up until the end of the third working day before the examination date; withdrawals are to be submitted to the examiner; the days between and including Monday and Friday shall be considered as working days. ²Once a student has declared that they wish to withdraw they may not revoke this declaration; registration to the examination shall be cancelled once the declaration is submitted and the student shall no longer be entitled to take the examination. ³The consequences of a delayed or invalid withdrawal shall be governed by Section 13 (1).

Section 10 Examiners, Observers, Exclusion Due to Personal Involvement, Obligation to Confidentiality

(1) ¹The Examinations Committee shall appoint examiners and reviewers. ²All persons eligible to administer examinations according to the Bavarian Higher Education Act (BayHSchG), the Bavarian Law on Academic Personnel of Higher Education Institutions (BayHSchPG) and the Bavarian Higher Education Examiners Act (BayHSch-PrüferV) shall be eligible for appointment. ³A change of examiners shortly before the start of an examination shall be permissible on urgent grounds. ⁴If an eligible examiner leaves the University, they shall usually remain eligible to act as an examiner for up to one year.

(2) ¹Persons who have completed the degree programme in question or a degree programme related to it shall be eligible for appointment as observers. ²Observers shall be full-time research associates.

(3) Exclusion from the deliberation and voting process of the Examinations Committee as well as from the positions of examiner and observer due to personal involvement shall be governed by Section 41 (2) BayHSchG.

(4) The obligation to confidentiality of the Examinations Committee and other persons involved in matters pertaining to examinations shall be governed by Section 18 (3) BayHSchG.

Section 11 Admission to the Master's Degree Programme

(1) ¹The evaluation of the qualification and admission requirements for the Master's degree programme shall be the responsibility of the Admissions Committee. ²The Admissions Committee shall fulfil its obligations in cooperation with the Master's Office.

(2) ¹The Admissions Committee shall consist of at least one professor as the chairperson and another authorised examiner from the degree programme. ²The Faculty Council of the Faculty of Humanities, Social Sciences, and Theology shall appoint the members according to the suggestions from the department speaker and in consultation with the School of Law for a period of two years and shall elect the deputy representatives; reappointment is permitted. ³Sections 8 (3) and 8 (4)(1) shall apply accordingly.

Section 12 Accreditation of Competencies

(1) ¹Study periods, modules, course and examination achievements achieved in degree programmes at FAU or other public or state-approved universities in the Federal Republic of Germany, through successful participation in a distance course as part of a degree programme at a public or state-approved university in the Federal Republic of Germany, or in degree programmes at foreign universities shall be accredited according to these examination regulations unless there are significant differences in the skills acquired. ²The same shall apply to study periods, course and examination

achievements achieved at a public or state-approved university in Bavaria in the course of other study programmes within the meaning of Section 56 (6)(1) and (2) BayHSchG, in special study programmes within the meaning of Section 47 (3)(1) BayHSchG, or at the Virtual University of Bavaria.

(2) ¹Skills acquired in the course of other specific courses for professional development within the meaning of Section 56 (6)(3) BayHSchG, or outside of higher education shall be accredited if they are equivalent to skills acquired through university studies. ²Skills acquired outside the university sector shall replace no more than half of the required competencies of which students must provide proof.

(3) ¹The grades achieved in approved modules, examinations and course achievements shall be transferred if they were awarded according to Section 19. ²If the grading system applied in the examinations sat at the university or equivalent institution of higher education and accredited by FAU is not identical to the grading system set forth in Section 19, the grades achieved at other universities shall usually be converted according to the following formula:

$$x = 1 + 3 (N_{\max} - N_d) / (N_{\max} - N_{\min}) \text{ with}$$

x = converted grade

N_{max} = best grade attainable

N_{min} = lowest grade for passing

N_d = grade attained

³Only one decimal place is shown for the grades thus calculated. ⁴If conversion is not possible, the Examinations Committee usually determines a system by which to calculate the grades.

(4) ¹The documents needed for this accreditation shall be submitted to the chairperson of the Examinations Committee. ²Subject to the provisions in sentence 3, the student shall have a legal claim to accreditation if the conditions stipulated in (1) and (2) are met. ³Accreditation is only possible if the student has not already lost the right to be examined in that subject at FAU by passing or failing to pass the relevant examination at the last attempt. ⁴If a student requests accreditation, the decision shall rest with the chairperson of the Examinations Committee after consultation with the representative appointed by the department. ⁵The decision shall be issued in writing.

Section 13 Consequences of Delayed Withdrawal, Breach of Regulations, Fraud, Exclusion from Further Participation

(1) ¹An examination shall be graded as 'nicht ausreichend' (unsatisfactory; 5.0) if the student withdraws from the examination after the withdrawal deadline (Section 9 (3)) without good reasons; Section 7 (3) shall remain unaffected. ²The reasons for withdrawal according to sentence 1 shall be explained in writing and shown credibly to the Examinations Committee without delay. ³If the Examinations Committee accepts the reasons, a new date shall be set. ⁴In case of withdrawal from an examination due to illness after the examination has started, the student must submit a certificate from an official medical examiner to the Examinations Committee without delay. ⁵Furthermore, Section 7 (3) shall apply accordingly.

(2) ¹If an attempt is made to commit fraud or to influence the result of an examination achievement through the use of unauthorised materials, the examination in question shall be graded as 'unsatisfactory' (5.0). ²The possession of unauthorised materials during or after the handing out of examination papers shall constitute an attempt to

commit fraud within the meaning of sentence 1. ³The Examinations Office keeps a list of the examinees that have failed an examination due to fraud.

(3) Persons who disturb the orderly examination process may be excluded from continuing the examination by the authorised examiner or the supervising person; in this case the examination achievement in question shall be graded 'nicht ausreichend' (unsatisfactory, 5.0).

(4) In case of a repeated or severe breach of regulations in the sense of (2) or (3), the Examinations Committee may exclude students from further participation in the examination.

Section 14 Compulsory Attendance

(1) ¹For teaching units in which the qualification goal can only be achieved by regular attendance (these are marked accordingly in the respective module description) compulsory attendance can be made a requirement for admission to the module examination or for obtaining the course achievement. ²If attendance of the individual student is required for all participants to obtain the subject-specific skills, if the individual student obtaining such skills depends on the attendance of the other participants, or if subject-specific skills can only be obtained by being present at a particular place, or if participation is required for safety reasons, it is permissible to introduce an obligation to attend.

(2) ¹Regular attendance is defined as missing no more than 15 % of instruction time in any given teaching unit. ²If between 15 % and 30 % of instruction time has been missed, the lecturer can offer the student the option to obtain a substitute achievement fulfilling the requirement of regular attendance. If no such substitute achievements are offered or the substitute achievements offered are not obtained by the student, attendance is not considered to have been regular. ³If more than 30 % of all instruction time has been missed, the teaching unit must be taken again. ⁴Any positions after the decimal point in the percentage of instruction time missed shall be rounded for the benefit of the student.

(3) ¹Paragraph 2 notwithstanding, in the context of excursions, placements and block seminars, attendance is only considered to have been regular if all teaching units have been attended. ²Appropriate substitute achievements fulfilling the requirement of regular attendance shall be offered in the case of credibly shown periods of absence due to reasons beyond the student's control of up to and including 15 % of instruction time. ³If more than 15 % of all instruction time has been missed, the teaching unit must be taken again. ⁴Any positions after the decimal point in the percentage of instruction time missed shall be rounded for the benefit of the student.

(4) Attendance is checked in the individual teaching units by means of an attendance list in which students must enter their name and signature.

Section 15 Revocation of Degrees

The revocation of degrees shall be governed by Section 69 BayHSchG.

Section 16 Faults in the Examination Process

(1) Should it turn out that the examination process was faulty in a manner that influenced the result of the examination, it shall be ordered upon a student's request that a certain student or all students shall resit the examination or parts of the same.

(2) Faults in the examination process shall be reported to the chairperson of the Examinations Committee or the examiner without delay.

(3) Six months after completion of the examination, resit examinations may no longer be ordered ex officio as stipulated in (1).

Section 17 Written Examination, Multiple Choice Examinations

(1) In written examinations (written examinations, assignments or seminar papers) students are required to prove that they are capable of presenting issues from their field and identifying problems within a limited period and with limited materials using the conventional methods employed in their field, and to find solutions to these problems.

(2) ¹Written examinations shall generally be evaluated by one examiner. ²If a written examination is graded as 'nicht ausreichend' (unsatisfactory), it shall be presented to a second examiner for evaluation. ³The examiner's evaluation must be documented in writing and reasons for the final grade must be made clear. ⁴Evaluations shall usually be presented within six weeks.

(3) ¹Written examinations may take the form of multiple-choice examinations (with one or more possible correct answers), either in full or in part. ²Detailed information on the modules with multiple choice examinations is given in the module handbook. ³The examinee shall state which of the answers to the questions they deem to be correct. ⁴Examination questions must allow for reliable examination results. ⁵When drawing up the examination questions, it shall be specified which of the answers shall be accepted as correct. ⁶If the question does not allow multiple answers, multiple answers shall be inadmissible and disregarded. ⁷Before the evaluation of the examination results, at least two of the authors of the examination shall assess whether the examination questions meet the requirement set out in sentence 4. ⁸Should they determine that individual examination questions are faulty, these shall not be taken into account in the evaluation of the examination result; the number of examination questions shall be considered to have been reduced. ⁹This reduction of the number of examination questions may not result in disadvantages for any of the examinees. ¹⁰No minus points may be awarded outside of individual examination questions.

(4) ¹The examinations according to (3)(1) shall be considered to have been passed if:

1. The examinee answered at least 60 percent of the examination questions correctly/achieved at least 50 percent of the attainable points, or
2. The examinee answered at least 50 percent of the examination questions correctly/achieved at least 50 percent of the attainable points and the number of correct answers/points obtained is no more than 17 percent below the average number of correct answers/points obtained by all examinees sitting the examination for the first time.

²If sentence 1 no. 2 is applied, the Dean of Studies shall be notified.

(5) In case of written examinations that are not entirely composed of multiple choice questions, (3) and (4) shall only apply for the respective part.

Section 17a Electronic Examinations

¹Examinations may be administered in electronic form. ²Detailed information on the modules in which examinations are in electronic form is given in the module handbook. ³Electronic examinations (e-examinations) are examinations which are administered and evaluated via computer or using digital technology. ⁴The authenticity and integrity of the examination results shall be verified. ⁵Automatically calculated evaluations of examination achievements shall be verified by one examiner at the request of the examinee or two examiners in case of a failed examination.

Section 18 Oral Examination

(1) ¹In oral examinations students must demonstrate both general and specific knowledge of the subject being tested. ²Oral examinations shall generally be conducted by an examiner in the presence of an observer with knowledge of the subject who shall be appointed by the examiner.

(2) In oral examinations in the presence of several authorised examiners, each examiner shall determine the grade according to Section 19.

(3) ¹A record shall be kept of the oral examination; this shall include the following: place, date and duration of the examination; subjects covered and results of the examination; the names of the examiners, the observer and the student; and any special occurrences. ²It shall not be necessary to record the questions asked in the examination or the answers given. ³The record shall be signed by the authorised examiners and the observer. ⁴The record shall be kept in the examination records for a minimum of two years. ⁵The student shall be informed of the result of the oral examination directly after the examination.

(4) ¹Students planning to undergo the same examination during a subsequent examination period shall be permitted to be present as listeners during oral examinations within the bounds of feasibility with regard to the examination's location; listeners shall be excluded at the examinee's request. ²This permission shall not extend to the deliberation process and the announcement of the examination result.

Section 19 Evaluation of Examinations, Grades, Final Grade

(1) ¹The evaluation of individual examinations shall be expressed by the examiners with the following grades:

'sehr gut' (very good)	= 1.0 or 1.3	= an outstanding achievement;
'gut' (good)	= 1.7 or 2.0 or 2.3	= an achievement that exceeds the requirements considerably;
'befriedigend' (satisfactory)	= 2.7 or 3.0 or 3.3	= an achievement that fulfils average requirements;
'ausreichend' (sufficient)	= 3.7 or 4.0	= an achievement that fulfils the requirements despite flaws;
'nicht ausreichend' (unsatisfactory)	= 4.3 or 4.7 or 5.0	= an achievement that no longer fulfils requirements due to considerable flaws.

²Other grades are not permitted. ³An examination (Section 5 (2)) shall have been passed if it has received at least the grade 'ausreichend' (sufficient). ⁴For ungraded examinations the result shall be either 'bestanden' (pass) or 'nicht bestanden' (fail). ⁵A module examination is passed when all partial achievements (Section 5 (2)(3)) have been passed. ⁶If an examination has several examiners or consists of several partial

achievements, the total grade is calculated from average of the individual grades, weighted if applicable according to **Appendix 1**; the grading system described in sentence 1 shall not be used. ⁷One decimal place shall count towards the module grade; further decimal places shall be omitted without being rounded.

(2) ¹Multiple choice examinations shall be graded as follows:

²Students who answer the required minimum of examination questions according to Section 17 (4)(1) correctly or achieve the required minimum number of points according to Section 17 (4)(1) shall receive the grade

1.0 ('sehr gut'/very good) if at least 75 percent of the remaining questions were answered correctly or remaining points were achieved,

2.0 ('gut'/good) if at least 50 percent but less than 75 percent of the remaining questions were answered correctly or remaining points were achieved,

3.0 ('befriedigend'/satisfactory) if at least 25 percent but less than 50 percent of the remaining questions were answered correctly or remaining points were achieved,

4.0 ('ausreichend'/sufficient) if 0 or less than 25 percent of the remaining questions were answered correctly or remaining points were achieved.

³The grades can be increased or decreased by increments of 0.3 according to the percentage; the grades 0.7, 4.3 and 4.7 shall not be awarded. ⁴Students who do not achieve the required minimum shall receive the grade 5.0. ⁵Sentence 3 notwithstanding, the grades 4.3 and 4.7 may be awarded in cases in which examinations according to Section 17 (5) partly take the form of a multiple choice examination.

(3) ¹The final grade of the Master's examination is:

at an average of up to 1.5 = 'sehr gut' (very good)

at an average of 1.6 to 2.5 = 'gut' (good)

at an average of 2.6 to 3.5 = 'befriedigend' (satisfactory)

at an average 3.6 to 4.0 = 'ausreichend' (sufficient)

at an average of over 4.0 = 'nicht ausreichend' (unsatisfactory)

²The overall grade in the Master's examination shall be calculated as the arithmetic average of the module grades and the Master's thesis grade weighted according to the number of ECTS credits. ³Two decimal places shall be shown in the final grade; further decimal points shall be omitted without being rounded.

Section 20 Invalidity of Examinations

(1) If fraudulent methods were used during the examination and if this only becomes known after the certificate has been awarded, the Examinations Committee may correct the grade retrospectively and declare the examination as having been failed in part or in full.

(2) If the requirements for admission to the examination were not fulfilled while no fraudulent acts were committed wilfully and if this fact only becomes known after the certificate has been awarded, these circumstances shall be considered remedied by the passing of the examination.

(3) Students shall be given the opportunity to make a statement before a decision is taken.

(4) ¹The incorrect certificate shall be withdrawn; a new certificate shall be issued if applicable. ²A decision according to (1) shall be excluded after a period of five years starting with the certificate's date of issue.

Section 21 Inspection of Examination Records

(1) After the completion of the individual examination procedures, students shall on request be entitled to inspect their written examination papers, the corresponding reviews by the examiners, and the examination records.

(2) ¹The request shall be submitted to the chairperson of the Examinations Committee within one month of the notification of grades. ²Students prevented from observing the deadline according to (1) through no fault of their own shall be granted full restitution according to Section 32 of the Bavarian Administrative Procedures Act (BayVwVfG). ³The Examinations Office shall determine the time and date of the inspection.

Section 22 Final Academic Record, Transcript of Records, Diploma Supplement, Degree Certificate

(1) ¹Students who have successfully completed the Master's examination shall receive a final academic record signed by the chairperson of the Examinations Committee, a transcript of records, a diploma supplement and a degree certificate within four weeks after the evaluation of the final examination. ²All documents shall be issued in German and English. ³Only the German versions are legally binding.

(2) ¹The final academic record specifies the modules and module grades, the Master's thesis grade and topic along with the name of the supervisor, and the final grade of the Master's degree. ²The transcript of records lists all modules attended; the final academic record and the transcript of records may be combined into one document. ³The diploma supplement contains further information on the graduate's qualifications. ⁴The transcript of records and diploma supplement shall indicate that the degree programme is a professional development programme. ⁵Information not yet available to the Examinations Office must be submitted together with the required proof by the time of the degree programme's completion at the latest; otherwise this information may no longer be taken into consideration for the documents listed in (1).

Section 23 Notification of Failed Examinations

Upon request and submission of the required certificates as well as the de-registration certificate, students who have failed the Master's examination at the final attempt shall receive a written confirmation showing that the examination was failed, which grades were achieved in the individual module examinations and which examination achievements are still missing.

Section 24 Adjustments to Examination Arrangements

(1) ¹The examination procedure shall be adjusted to take into account the nature and extent of a student's disability, if applicable. ²Students with a doctor's certificate showing credibly that they are either partially or fully incapable of sitting the examination in the intended manner due to long-term or permanent disabilities which do not affect the performance which is being tested shall be entitled to be granted permission by the chairperson of the Examinations Committee to have this disadvantage offset by working time being extended accordingly or the examination process being structured differently. However, care must be taken to ensure that the examination is still suitable to provide evidence of skills which are being assessed by the examination.

(2) Adjustments to examination arrangements may be made for pregnant students if the student submits a medical certificate confirming that she will be at least 30 weeks

pregnant by the examination date to the Examinations Committee responsible at least four weeks before the examination date.

(3) ¹Decisions according to (1) and (2) shall only be taken by the chairperson of the Examinations Committee upon written request. ²The student may be required to submit an official certificate from a medical examiner ('vertrauensärztliches Attest') proving the fulfilment of the conditions in (1). ³Applications for adjustments to examination arrangements shall be made to the Examinations Committee at the latest four weeks before registration for the examination.

Section 25 Admission to Examinations

(1) ¹Students enrolled in a Master's degree programme shall be deemed as admitted to the Master's examination and the module examinations of which the Master's examination consists, unless admission is to be refused. ²If there are elective options for the modules to be completed for the Master's examination, students shall only be admitted to the modules they choose by registering for the examination. ³Admission shall be refused if:

1. Requirements stipulated in **Appendix 1** are not met or certificates are not submitted at all or not in due time.
2. The Diplom or Master's examination in a degree programme for a related subject (Master's degree programmes in human rights) has been failed at the last attempt.
3. De-registration of the student resulting in the revocation of the student's right to sit the examination is effected.

(2) If admission to the degree programme's examinations is to be refused, the decision shall be taken without delay, furnished with reasons and information on legal remedies available and announced to the student.

Section 26 Master's Examination

(1) ¹The Master's examination shall consist of all module examinations throughout the degree programme including the Master's thesis module. ²The Master's examination shall have been passed if all required module examinations and the Master's thesis module have been passed.

(2) The content and scope of the Master's examination is set forth in **Appendix 1**.

Section 27 Master's Thesis

(1) ¹The Master's thesis is intended to show that the student is capable of dealing with a problem from the areas covered in the degree programme independently and according to academic methods within a set period and presenting the results in an appropriate form. ²30 ECTS credits shall be awarded for the thesis. ³The thesis may be based on a seminar paper.

(2) ¹The period between the allocation of the subject and the submission of the Master's thesis shall not exceed six months; subjects shall be such that the thesis can be completed within this period. ²The period for thesis work may be extended by a maximum of two months in justified, exceptional cases. ³If a student submits a doctor's certificate proving that they are incapable of working on the thesis due to illness, the period for thesis work shall be suspended temporarily.

(3) The Master's thesis is usually reviewed by the supervisor and by a further reviewer suggested by the supervisor.

(4) ¹Full-time university lecturers employed at the Faculty of Humanities, Social Sciences, and Theology or the School of Law (supervisors) shall be entitled to assign Master's theses; the Examinations Committee may grant exceptions. ²The Examinations Committee may permit students to write their Master's thesis at an institution outside the University if supervision there is ensured.

(5) ¹Students are required to provide evidence of having successfully completed modules HR1, HR2 and HR3 in order to be allocated a subject for the Master's thesis. ²Students shall take the necessary steps to obtain a subject for the Master's thesis as soon as they fulfil the requirements pursuant to sentence 1, and in time to observe the deadlines set forth in Section 7. ³Should a student not be allocated a subject, the chairperson of the Examinations Committee shall, in consultation with a representative of the student's department, allocate a subject and a supervisor to the student upon request. ⁴The Examinations Office shall be notified of the subject and the date of allocation.

(6) ¹The subject of the Master's thesis may be modified during the thesis work period upon request and with the permission of the person who allocated the subject. ²The subject may only be returned once and within the first two weeks of the period set for working on the thesis. ³A new subject shall be allocated immediately or within four weeks at the latest. ⁴The period set for working on the thesis starts again upon allocation of the new subject.

(7) ¹The thesis shall be written in English. ²With the supervisor's agreement, the chairperson of the Examinations Committee may permit students to write the thesis in a different language.

(8) ¹The thesis shall be submitted to the supervisor in duplicate as well as in a machine-readable, electronic version. ²The supervisor shall inform the Examinations Office of the date of submission without delay. ³The thesis shall include a declaration by the student confirming that the thesis is an original work and that no other sources and materials than the ones stated were used. ⁴If the thesis is not submitted in time, it shall be graded 'unsatisfactory' (5.0); it shall be regarded as rejected.

(9) ¹The chairperson of the Examinations Committee shall work towards the thesis being graded within six weeks. ²The thesis shall be accepted if it receives at least the grade 'ausreichend' (sufficient) from both reviewers. ³It shall be rejected if it receives the grade 'nicht ausreichend' (unsatisfactory) from both reviewers.

(10) ¹If there are two reviewers and their evaluations are no more than two grades apart, the grade of the thesis shall be the arithmetic average of the grades from the two reviewers; the grade scale set forth in Section 19 (1)(1) shall not apply and only one decimal place shall be shown in the final thesis grade. ²If the grades of the two reviewers are more than two grades apart or if one reviewer gives the thesis the grade 'nicht ausreichend' (unsatisfactory), the chair of the Examinations Committee shall appoint a third reviewer; sentence 1 shall apply accordingly.

(11) ¹If the thesis is rejected or if it is considered to have been rejected, it may be repeated once; a second repetition shall not be permitted. ²The student shall ensure that they receive a new subject for the repetition of the thesis within two months following the announcement of the rejection; otherwise the thesis shall be regarded as having been failed at the final attempt. ³(1) to (4), (5) sentences 2 and 3 and (6) to (10) shall apply to repetition accordingly.

Section 28 Resitting Examinations, Changing Modules

(1) ¹Master's degree examinations which have been failed may be repeated twice and the Master's thesis may be resubmitted once; only partial examinations or parts of examinations which have been failed may be resat. ²Resit examinations shall take place at the earliest possible date and at the latest six months after the previous examination result was announced. ³Examinations shall be carried out in such a way that students are able to continue their studies if the examination is passed. ⁴If no resit examination is offered within the deadline in sentence 3, the resit examination shall be taken in another substitute module.

(2) ¹The deadline for resit examinations shall not be interrupted by de-registration or by leaves of absence; if the leave of absence is granted for a semester abroad, the Examinations Committee may grant an exception with the examiner's approval. ²Students who have failed an examination shall be considered to have registered for the next resit examination. ³If a student misses the resit examination or the resit period is not observed, the examination shall be deemed to have been failed unless the Examinations Committee grants the student a respite due to special reasons beyond the student's control. Withdrawal according to Section 9 (3) shall not be permitted. ⁴The provisions regarding maternity leave, parental leave and caregiver leave (Section 7 (2)) shall apply.

(3) ¹Voluntarily resitting a passed examination of the same module shall not be permitted. ²Provided the examination deadlines stipulated in Section 7 are met, alternative modules may be attended and completed in place of failed modules; the failed attempts in the previous alternative module shall not be counted.

Section 29 Legal Validity

(1) ¹These examination regulations shall come into effect on the day after their publication. ²They shall first apply to students starting the Master's degree programme for professional development in Human Rights in the winter semester 2014/2015.

(2) ¹The third amendment statute shall come into effect on the day after its publication. ²It shall apply to all students starting a degree programme from the winter semester 2018/2019 onwards.

Appendix 1: Study Plan for the Master's Degree Programme in Human Rights

Module title	Teaching unit	SWS (semester hours)				ECTS	1st sem.	2nd sem.	3rd sem.	Type and scope of the examination/course achievement
		L	T	E	C		ECTS	ECTS	ECTS	
HR 1: Human rights politics	Political dynamics of human rights	2				10	5			Written examination (120 minutes)
	Empirical analysis of human rights politics				2		5			
HR 2: Philosophy of human rights	Human rights – foundations and criticisms	2				10	5			Written examination (120 minutes)
	Universalism and relativism				2		5			
HR 3: Human rights law	Legal and institutional protection of human rights	2				10	5			Written examination (120 minutes)
	Leading cases of human rights law				2		5			
HR 4: Non-discrimination	Interdisciplinary seminar on non-discrimination				2	10		5		Presentation (20 minutes) and written assignment (20 pages)
	Non-discrimination				2 WG ¹			5		
Compulsory elective modules (choice of four from modules 5–12)										
HR 5: Economic, social and cultural rights	Economic, social and cultural rights				2	5		5		Presentation (20 minutes) and written assignment (20 pages)
HR 6: Business and human rights	Business and human rights				2	5		5		Presentation (20 minutes) and written assignment (20 pages)
HR 7: Freedom of religion and belief	Freedom of religion and belief				2	5		5		Presentation (20 minutes) and written assignment (20 pages)
HR 8: Gender and human rights	Gender and human rights				2	5		5		Presentation (20 minutes) and written assignment (20 pages)
HR 9: International criminal law	International criminal law				2	5		5		Written examination (90 minutes)
HR 10: Transitional justice	Transitional justice				2	5		5		Presentation (20 minutes) and written assignment (20 pages)
HR 11: Human rights of refugees	Human rights of refugees				2	5		5		Written examination (90 minutes)
HR 12: Rights of persons with disabilities	Rights of persons with disabilities				2	5		5		Written examination (90 minutes)
HR 13: Master's thesis	Master's thesis					30			30	Master's thesis (60–80 pages)
Total SWS:		6			18					
Total ECTS credits						90	30	30	30	

¹ WG = working groups

Appendix 2: Equivalent English Language Proficiency

English language proficiency equivalent to level C1 of the Common European Framework of Reference for Languages (CEFR):

Language test provider	C1, CEFR
UNICert level ¹	UNICert® III
TOEFL ¹	90 iBT 233 CBT 577 PBT
IELTS ²	6.5
TOEIC ³	850
Cambridge certificates ⁴	Cambridge Advanced Certificate (CAE) Business English Certificate (BEC) Higher
LCCI Examinations Board ⁵	Level 3
TELC ⁶	TELC English C1 TELC English C1 Business TELC English C1 University

¹ In general, applicants should be advised to take the UNICert® rather than the TOEFL test (high quality language courses, academic relevance, free of charge, does not expire).

² Source: www.ets.org/Media/Tests/TOEFL/pdf/TOEFL_iBT_Score_Comparison_Tables.pdf; please note: TOEFL scores are valid for 2 years.

³ Source: www.britishcouncil.in/ielts/your-ielts-results; please note: IELTS scores are valid for 2 years.

⁴ Source: www.emse.fr/~bsimon/documents%20p%E9dagogiques/p%E9dagogie/TOEIC%20TOEFL%20CEF.htm.

⁵ Cambridge certificates do not expire; source: <http://ihlviv.com/exam-preparation/cambridge-exams/>.

⁶ Source: www.lccieb-germany.com/germanhome/Prufungsangebot/documents/2010-11EFB3Infopack.pdf; please note: level 2 is defined as B1/B2 while level 3 is defined as B2/C1; it is therefore not possible to determine the equivalent CEFR level clearly.

⁷ Source: www.telc.net/unser-angebot/englisch/.

Appendix 3: Qualification Assessment Process

(1) ¹The purpose of the qualification assessment process is to determine whether an applicant is qualified for the Master's degree programme. ²It is intended to demonstrate whether the applicant possesses the required specialist and methodological expertise in the foundations of human rights protection and can be expected to carry out graduate research independently.

(2) ¹The qualification assessment process shall be carried out once per year before the start of the lecture period of the winter semester. ²Applications for admission to the qualification assessment process must be submitted to the Chair of Human Rights and Human Rights Policy by 30 June of the same year before the winter semester in which the applicant wishes to start (final deadline). ³The application deadline according to sentence 2 may be extended.

⁴The application shall contain:

1. Proof of a degree from a German or foreign university that meets the requirements in Section 6 (1)(1)(1) (final academic record, diploma supplement, transcript of records or equivalent documents),
2. Proof of a minimum of one year of relevant work experience in a relevant field or equivalent experience in a position of responsibility in an organisation involved in human rights that meets the requirements in Section 6 (1)(1)(1) along with a description of responsibilities or work sample, and
3. Proof of English language proficiency at level C1 of the Common European Framework of Reference for Languages or equivalent proof of proficiency in English according to Section 6 (1)(1)(3).

(3) ¹In accordance with Section 11, qualification assessment shall be the responsibility of the Admissions Committee. ²The Admissions Committee may transfer the task of coordinating and carrying out the process to individual members unless otherwise stated.

(4) ¹Admission to the qualification assessment process shall be subject to the timely and complete submission of the documents listed in (2)(4). ²The qualification assessment process shall be carried out with those applicants who fulfil the requirements according to the provisions in (5) and (6). ³Applicants who are rejected shall receive a rejection notification including reasons and information on legal remedies available.

(5) ¹In the first stage of the qualification assessment process the Admissions Committee shall determine according to the application documents whether an applicant is qualified to enter into the Master's degree programme according to (1). ²In the first stage of this process, the documents are viewed by the Admissions Committee and rated in their entirety according to the following criteria; the maximum number of points that may be awarded is indicated in brackets:

1. The quality of the degree based on the average grade (max. 50 points),
2. The quality of the work experience according to the requirements in Section 6 (1)(1)(1) and in the case of the second alternative in Section 6 (1)(1)(2) alt. 2 the quality of the equivalent experience (based in particular on the length and the relationship to human rights) (max. 50 points).

³The Admissions Committee may allocate a total of 100 points. ⁴The overall score is reached by adding the points scored for the individual criteria. ⁵Applicants who have scored 70 points shall receive a notification of having passed the qualification process; ineligible applicants with less than 50 points shall receive a rejection notification including reasons and information on legal remedies available.

(6) ¹In the second stage of the qualification assessment process the remaining applicants with a score of 50 to 69 points shall be assessed in an interview. ²A maximum of 20 points may be awarded for the interview according to the following criteria:

1. Subject knowledge (in particular the quality of basic knowledge and understanding of human rights protection) (max. 10 points),
2. Learning skills or methodological skills (in particular problem solving skills and the ability to carry out critical analysis in the field of human rights protection and the ability to grasp new information) (max. 10 points).

(7) ¹If an interview is held, the date shall be announced at least one week in advance. ²If an applicant should be unable to attend the interview due to reasons beyond their control, a second date may be set upon justified request up until two weeks before the start of the lecture period. ³The interview shall be held individually for each applicant and shall take approximately 20 minutes. ⁴The interview may be conducted via video call for applicants for whom travelling to the University would be especially difficult. ⁵It shall be conducted by at least one member of the Admissions Committee in the presence of an observer. ⁶Insofar as the interview is conducted by several members of the Admissions Committee, each member shall award a maximum of 20 points; the final number of points shall be calculated as the average of the individual scores, whereby any positions after the decimal point shall be rounded up.

(8) ¹An applicant's overall score shall be calculated from the sum of the scores according to (5) and (6). ²Applicants who have scored 70 or more points are classified as qualified.

(9) ¹Applicants shall be notified of the result of the qualification assessment process in writing. ²A rejection notification shall include reasons and information on the legal remedies available.

(10) Applicants shall bear their own costs of the qualification assessment process.

(11) ¹Documentation shall be produced on the type and schedule of the two stages of the qualification assessment process, showing the date, duration and place of the assessment, the names of the Admissions Committee members, the names of the applicant, the decision of the Committee members and the overall score. ²The main reasons for the decision shall be apparent from the documentation.

(12) ¹Until such time as it has been decided whether an applicant has passed the qualification assessment process, the applicant may withdraw without stating reasons. ²Withdrawal shall be declared to the Admissions Committee in writing; a declaration of withdrawal may not be revoked.

(13) ¹The qualification assessment process shall be adjusted to take into account the nature and extent of a student's disability. ²Section 24 shall apply accordingly.

(14) Applicants who did not qualify for admission to the Master's degree programme may apply for repetition of the qualification assessment process on the basis of the documents submitted for the first application once.

(15) Confirmation of passing the qualification assessment process shall remain valid indefinitely, provided that the Master's degree programme has not been changed significantly.

Appendix 4: Suitability Assessment Examination

(1) ¹The suitability assessment examination shall demonstrate whether applicants' qualifications required in addition to their undergraduate degree (basic level: 180 ECTS credits) mean that they have reached a level equivalent to the 210 ECTS credits required for admission to the Master's degree programme in Human Rights. ²The suitability assessment examination shall generally be carried out at the same time as the qualification assessment process according to **Appendix 3**.

(2) ¹During the suitability assessment examination, an oral examination lasting 40 minutes, it shall be determined whether the applicant has acquired skills relevant to the Master's degree programme outside of higher education that are equivalent to 30 ECTS credits. ²The examination may be conducted via video call for applicants for whom travelling to the University would be especially difficult. ³It shall cover the following areas, weighted as indicated in the evaluation: subject knowledge (1/3), methodological skills (1/3), personal skills (1/6) and social skills (1/6). ⁴Applicants shall prepare for the oral examination using a template provided by the degree programme relating to the skill areas and attach suitable proof. ⁵The level of skill may be proven through:

- a) previous work experience, in particular in the field of human rights protection,
- b) international work experience, in particular in the fields of human rights protection, peace and development work, intercultural exchange or education,
- c) previous professional development activities and additional qualifications in social and political education,
- d) evaluations received at work, letters of recommendation, employer evaluations,
- e) certificates,
- f) other forms of proof.

⁶Documents are to be submitted with the application for the degree programme according to section 2 in **Appendix 3**.

(3) ¹In the oral examination the applicant shall be asked questions relevant to their previous qualification and on the proof presented as evidence of the skills listed in sentence 2. ²The following abilities within the individual areas shall be the focus of the assessment:

1. Subject knowledge: basic knowledge of the international human rights protection system, ability to recognise violations of human rights and practical experience in dealing with such violations, critical analysis of the human rights protection system.
2. Methodological skills: analytical and problem solving ability, ability to grasp new information, decision making skills, analytical skills, ability to reflect critically on political, economic and social issues.
3. Personal skills: ability to deal with criticism, independence, ambition/goal orientation.
4. Social skills: intercultural skills, communication skills, conflict resolving skills, team skills.

(4) ¹The Admissions Committee shall evaluate each ability on a five-point scale based on the level reached and expressed as a percentage.

²The scale shall be as follows:

1. no skills = 0 %,
2. limited skills = up to 25 %,
3. average skills = up to 50 %,
4. above average skills = up to 75 %,
5. excellent skills = up to 100 %.

³The suitability assessment examination shall be evaluated as passed if the average of all assessed skills in the individual areas is at least 60%.