

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.

**Examination Regulations for the  
Elite Master's Degree Programme in Integrated  
Immunology (ilmmune) at the Faculty of Sciences at  
Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU)  
– FPO ilmmune –  
Dated 19 March 2018**

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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## Part I: General Provisions

### Preamble

As part of the Elite Network of Bavaria (ENB), the Faculty of Sciences and the Faculty of Medicine at FAU offer an Elite degree programme in the field of immunology.

### Section 1 Scope, Purpose of the Master's Examination

(1) These examination regulations govern the examinations in the Elite Master's degree programme in Integrated Immunology (ilmmune) leading to a Master of Science degree.

(2) <sup>1</sup>The Master of Science is a postgraduate degree that qualifies graduates for further research as well as professional work; the Elite Master's degree programme is research-oriented. <sup>2</sup>The Master's examination serves to determine whether students are capable of working independently according to scientific methods and have acquired the necessary expertise for taking a subsequent doctoral degree programme or making the transition to professional practice.

### Section 2 Qualification for a Master's Degree Programme, Admission Requirements

(1) <sup>1</sup>In order to qualify for the Elite Master's degree programme, applicants must have completed a relevant degree programme with an above-average grade. <sup>2</sup>The following shall be submitted as proof of qualification for the Elite Master's degree programme:

1. A Bachelor's degree or equivalent in the same subject or a subject related to the Master's degree programme from a university in Germany or another country.
2. A pass in the qualification assessment process according to **Appendix 1**.

<sup>3</sup>Bachelor's degrees from the fields of biology and integrated life sciences and Bachelor's degrees in biomedicine and molecular medicine shall be recognised as subject-specific degrees within the meaning of sentence 1 (1), provided at least 90 ECTS credits were obtained for relevant subject knowledge. <sup>4</sup>Subject-related degrees within the meaning of sentence 1 no. 1 are degrees comparable to those described in sentence 3 (in particular biological sciences or molecular biology), provided at least 80 ECTS credits were obtained for relevant subject knowledge. <sup>5</sup>Successful completion of the third part of the State Medical Examination pursuant to the Licensing Regulations for Physicians (Approbationsordnung für Ärzte) and successful completion of the Examination for Veterinary Surgeons pursuant to the Licensing Regulations for Veterinary Surgeons (TAppV) shall also be accepted as a subject-related degree within the meaning of sentence 1 no.1.

(2) <sup>1</sup>Applicants shall belong to the best 50 percent of their class or shall have completed the degree programme in question with a final grade of at least 2.5 ('gut'; good). <sup>2</sup>Degrees that were graded according to a different grading system are to have received at least a rating equivalent to the grade 'gut' (good). Section 11 (3) shall apply accordingly.

(3) <sup>1</sup>In terms of qualification, the degrees according to (1)(1) must not differ significantly from the subject-specific degrees according to (1) sentence 3. <sup>2</sup>If there are significant differences which can be compensated for, the Examinations Committee may 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 Examinations Committee be submitted within one year of being admitted to the Master's degree programme. <sup>2</sup>Admission in this case shall be granted conditionally.

(4) <sup>1</sup>Notwithstanding (1)(1), applicants may be admitted to the Master's degree programme if they are enrolled in a Bachelor's degree programme and have achieved at least 140 ECTS credits in a degree programme pursuant to (1) sentence 3 or 4 or have successfully completed the second part of the State Examination in Medicine or the Preliminary Examination for Veterinary Surgeons within the meaning of (1) sentence 5. <sup>2</sup>Proof that the degree has been completed successfully shall be submitted at the latest within one year of beginning the Master's degree programme; completing a Bachelor's degree programme or equivalent is a prerequisite for formally starting the Master's degree programme. <sup>3</sup>Admission to the Master's degree programme shall be granted conditionally.

### **Section 3 Degree**

(1) The student is conferred the degree 'Master of Science', abbreviated (MSc) after passing the examinations.

(2) The academic degree may also be used with the addition '(FAU Erlangen-Nürnberg)'.

### **Section 4 Structure of the Master's Degree Programme and Examinations, Standard Duration of Study, Start of Degree Programme, Teaching and Examination Language**

(1) <sup>1</sup>Students who complete a Master's degree programme achieve a total of 120 ECTS credits, which includes all required module examinations. <sup>2</sup>Further information is given in **Appendix 2**.

(2) <sup>1</sup>The standard duration of the Master's degree programme, which includes the examinations and work on the Master's thesis, shall be four semesters. <sup>2</sup>The degree programme may only be started in the winter semester.

(3) <sup>1</sup>The teaching and examination language of the Elite Master's degree programme in Integrated Immunology is English. <sup>2</sup>Individual teaching units and examinations may be held in German; further details are stipulated in the module handbook. <sup>3</sup>In any case of uncertainty, the examination language shall be the same as the teaching language.

### **Section 5 ECTS Credits**

(1) <sup>1</sup>The degree programmes and examinations are organised on the basis of the European Credit Transfer and Accumulation System (ECTS). <sup>2</sup>An average of 30 ECTS credits are awarded per semester. <sup>3</sup>One ECTS credit corresponds to 30 hours of work.

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

## **Section 6 Modules and Credits, Voluntary Interim Examinations**

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

(2) <sup>1</sup>The modules shall be completed with a module examination. <sup>2</sup>This examination shall as a rule consist of one examination achievement or one course achievement. <sup>3</sup>In exceptional cases, this examination can also consist of several parts or partial examinations or a combination of examination and/or course achievements if the subject warrants it. <sup>4</sup>ECTS credits shall only be given for successful participation in modules that can be verified in an individual, separately identifiable performance in a module examination. <sup>5</sup>Module examinations are conducted during the lecture period or following the last lecture/seminar of a module before the start of the next semester's lecture period.

(3) <sup>1</sup>Examinations (examination achievements and course achievements) measure the students' success. <sup>2</sup>They may be written, oral, electronic, or in a different form. <sup>3</sup>Examination achievements and partial examinations are graded. <sup>4</sup>Course achievements for modules may simply be graded pass ('bestanden') or fail ('nicht bestanden').

(4) <sup>1</sup>In addition to the module examinations, voluntary interim examinations (e.g. tutorial achievements or short tests) may be offered during courses as a way of measuring the standard of performance. <sup>2</sup>More detailed information, including the number, types and scope of these examinations, is given in the module handbook. <sup>3</sup>If a student chooses to use the option detailed in sentence 1, these results shall be taken into account when determining the grade for the module. <sup>4</sup>An interim examination achievement may improve the grade for a module examination or partial examination by a maximum of 0.7; a grade may not be made worse.

(5) <sup>1</sup>Enrolment in the Elite Master's degree programme in Integrated Immunology at FAU is a requirement for participation in module examinations according to (2) sentence 1. <sup>2</sup>This shall not apply to resit examinations within the meaning of Section 28 (1).

## **Section 7 Examination Deadlines, Failure to Observe Deadlines**

(1) <sup>1</sup>Examinations shall be sat in such a timely manner as to allow the student to obtain 120 ECTS credits in the Master's examination by the scheduled deadline. <sup>2</sup>The deadline shall be the last semester of the standard duration of study for the degree programme. <sup>3</sup>The deadline according to sentence 2 may be exceeded by one semester (extended deadline). <sup>4</sup>An examination shall be considered to have been sat and failed at the final attempt if the number of ECTS credits stipulated in sentence 1 was not obtained within the extended deadline according to sentence 3, unless the reasons for this are beyond the student's control.

(2) The deadline set forth in (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) <sup>1</sup>The reasons according to (1) and (2) shall be explained in writing and shown credibly to the Examinations Committee without delay. <sup>2</sup>If the reasons are acknowledged, the examination shall be sat at the soonest possible time; already available examination and course achievements shall be accredited. <sup>3</sup>In cases where the student is unable to sit an examination due to illness, a certificate from an official medical examiner (vertrauensärztliches Attest) may be required by the Examinations Committee.

### **Section 8 Examinations Committee**

(1) <sup>1</sup>The Examinations Committee shall organise and carry out the examinations. <sup>2</sup>The Examinations Committee shall consist of two members of the Faculty of Sciences and two members of the Faculty of Medicine at FAU. <sup>3</sup>At least three members including the chairperson shall be professors. <sup>4</sup>The members shall be elected by the respective Faculty Council. <sup>5</sup>The 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. <sup>6</sup>The term of office of the members shall be three years. <sup>7</sup>Re-election shall be permitted.

(2) The chairperson may transfer tasks within their responsibility to a member of the Examinations Committee.

(3) <sup>1</sup>The 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. <sup>2</sup>Its duties include ensuring that the provisions of these examination regulations are observed. <sup>3</sup>With the exception of the examinations themselves and their assessment, which the examiners are responsible for, all decisions shall be taken by the Examinations Committee. <sup>4</sup>The Examinations Committee shall check delegated decisions if requested to do so and shall verify that examinations have been legitimately assessed. <sup>5</sup>It shall regularly report to the Faculty Councils on the development of the examinations and the duration of studies, including information on gender-specific aspects, and shall, where applicable, submit suggestions for amendments to the examination regulations. <sup>6</sup>The members of the Examinations Committee shall have the right to be present during examinations.

(4) <sup>1</sup>In addition, the Examinations Committee is responsible for verifying compliance with the qualifications and admission requirements as set out in (2) and **Appendix 1**. <sup>2</sup>The Examinations Committee shall appoint a Selection Committee consisting of four professors from the Faculty of Sciences and four professors from the Faculty of Medicine. <sup>3</sup>The members of the Selection Committee shall conduct the selection interviews with applicants and report back to Examinations Committee. <sup>4</sup>The Examinations Committee shall make the final decision on which applicants are to be granted admission.

(5) <sup>1</sup>The 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. <sup>2</sup>Decisions shall be taken with the majority of

votes cast in meetings. <sup>3</sup>Abstentions, ballot votes and delegation of votes shall not be permitted. <sup>4</sup>In case of a tie of votes, the vote of the chairperson shall be decisive.

(6) <sup>1</sup>The chairperson shall call the meetings of the Examinations Committee. <sup>2</sup>The chairperson shall be entitled to take decisions that cannot be delayed on behalf of the Examinations Committee. <sup>3</sup>The Examinations Committee shall be informed of such cases without delay. <sup>4</sup>Furthermore, 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.

(7) <sup>1</sup>Official 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. <sup>2</sup>Students shall be given the opportunity to make a statement before negative decisions are finalised. <sup>3</sup>The Examinations Committee shall have the right to rule that grade notifications may be sent out in electronic form to the individual students. <sup>4</sup>The 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 Examiners, Observers, Exclusion Due to Personal Involvement, Obligation to Confidentiality**

(1) <sup>1</sup>The Examinations Committee shall appoint examiners and reviewers. <sup>2</sup>All persons eligible to administer examinations according to the current version of the Bavarian Higher Education Act (BayHSchG) and the Bavarian Higher Education Examiners Act (BayHSchPrüferV) shall be eligible for appointment.

(2) <sup>1</sup>A change of examiners shortly before the start of an examination shall be permissible on urgent grounds. <sup>2</sup>If an eligible examiner leaves the University, they shall usually remain eligible to act as an examiner for up to one year.

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

(4) 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.

(5) 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 10 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) <sup>1</sup>Students shall register for the individual module examinations after the start of the lecture period. <sup>2</sup>The registration dates and formalities shall be announced according to local practice no later than four weeks in advance.

(3) <sup>1</sup>The deadlines set forth in Sections 7 and 28 notwithstanding, withdrawal from first attempts at examinations for which students have registered pursuant to (2) 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. <sup>2</sup>Section 7 (3) shall apply accordingly. <sup>3</sup>Once 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. <sup>4</sup>The consequences of a delayed or invalid withdrawal shall be governed by Section 12 (1).

### **Section 11 Accreditation of Skills**

(1) <sup>1</sup>Study 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. <sup>2</sup>The 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) <sup>1</sup>Skills 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. <sup>2</sup>Skills acquired outside the university sector shall replace no more than half of the required skills of which students must provide proof.

(3) <sup>1</sup>The grades achieved in approved modules, examinations and course achievements shall be transferred if they were awarded according to Section 19. <sup>2</sup>If 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<sub>max</sub> = best grade attainable

N<sub>min</sub> = lowest grade for passing

N<sub>d</sub> = grade attained

<sup>3</sup>Only one decimal place is shown for the grades thus calculated. <sup>4</sup>If conversion is not possible or can be proven to serve no purpose, the Examinations Committee shall determine a system by which to calculate the grades.

(4) <sup>1</sup>The documents needed for this accreditation shall be submitted to the chairperson of the Examinations Committee. <sup>2</sup>Subject to the provisions in sentence 3, the student shall have a legal claim to accreditation if the conditions stipulated in paragraphs (1) and (2) are met. <sup>3</sup>Accreditation 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 final attempt. <sup>4</sup>If a student requests accreditation, the decision shall

rest with the chairperson of the Examinations Committee after consultation with the representative appointed by the department. <sup>5</sup>The decision shall be issued in writing.

### **Section 12 Consequences of Delayed Withdrawal, Fraud, Breach of Regulations, Exclusion from Further Participation**

(1) <sup>1</sup>An examination achievement shall be graded as 'nicht ausreichend' (unsatisfactory; 5.0) if the student withdraws from the examination after the withdrawal period (cf. Section 10 (3)) without good reasons. Section 7 (3) shall apply accordingly. <sup>2</sup>In 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 (vertrauensärztliches Attest) to the Examinations Committee without delay.

(2) <sup>1</sup>In case of an attempt to commit fraud or to influence the result of an examination through the use of unauthorised materials, the examination in question shall be graded as 'unsatisfactory' (5.0).

(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 considered to be '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 13 Revocation of Degrees**

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

### **Section 14 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 15 Compulsory Attendance**

(1) <sup>1</sup>For teaching units, which are marked accordingly in the respective module description, in which the qualification goal can only be achieved by regular attendance, compulsory attendance can be made a requirement for admission to the module examination or for obtaining the course achievement. <sup>2</sup>If 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) <sup>1</sup>Regular attendance is defined as missing no more than 15 % of instruction time in any given teaching unit. <sup>2</sup>If 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. <sup>3</sup>If more than 30 % of all instruction time has been missed, the teaching unit must be taken again. <sup>4</sup>Any positions after the decimal point in the percentage of instruction time missed shall be rounded for the benefit of the student.

(3) <sup>1</sup>Paragraph 2 notwithstanding, in the context of excursions and placements attendance is only considered to have been regular if all teaching units have been attended. <sup>2</sup>Appropriate 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. <sup>3</sup>If more than 15% of instruction time has been missed, the teaching unit must be taken again. <sup>4</sup>Any 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 16 Written Examination, Multiple Choice Examinations**

(1) In written examinations (in particular Klausur, Hausarbeit or Seminararbeit) students are required to prove that they are capable of identifying a problem within a fixed period and with set materials, using the conventional methods employed in their field to find a solution to this problem.

(2) <sup>1</sup>Written examinations shall generally be assessed by an examiner within a period of six weeks and at least two weeks before the date of the first resit examination. <sup>2</sup>If a written examination is graded as 'nicht ausreichend' (unsatisfactory; 5.0), it shall be presented to a second examiner for evaluation. <sup>3</sup>The examiner's evaluation must be documented in writing and reasons for the final grade must be made clear.

(3) <sup>1</sup>Written examinations may take the form of multiple-choice examinations (with one or more possible correct answers), either in full or in part. <sup>2</sup>Detailed information on the modules with multiple choice examinations is given in the module handbook. <sup>3</sup>The examinee shall state which of the answers to the questions they deem to be correct. <sup>4</sup>Examination questions must allow for reliable examination results. <sup>5</sup>When drawing up the examination questions, it shall be specified which of the answers shall be accepted as correct. <sup>6</sup>If the question does not allow multiple answers, multiple answers shall be inadmissible and disregarded. <sup>7</sup>Before 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 and allow for reliable examination results. <sup>8</sup>Should 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. <sup>9</sup>This reduction of the number of examination questions may not result in disadvantages for any of the examinees. <sup>10</sup>No minus points may be awarded outside of individual examination questions.

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

1. The examinee answered at least 50 percent of the examination questions correctly/achieved at least 50 percent of the attainable points, or
2. The examinee answered at least 40 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.

<sup>2</sup>If sentence 1 (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 17 Oral Examination**

(1) <sup>1</sup>In oral examinations students must demonstrate both general and specific knowledge of the subject being tested. <sup>2</sup>Oral examinations shall be conducted, unless otherwise stated, as individual examinations held by one examiner in the presence of an observer 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) <sup>1</sup>A 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. <sup>2</sup>The record shall be signed by the authorised examiners and the observer. <sup>3</sup>It shall not be necessary to record the questions asked in the examination or the answers given. <sup>4</sup>The record shall be kept in the examination records for a minimum of two years.

(4) <sup>1</sup>Students planning to undergo the same examination in 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. <sup>2</sup>Listeners shall on no account be permitted to attend the deliberation process and the announcement of the examination result.

### **Section 18 Electronic Examinations**

<sup>1</sup>Examinations may be administered in electronic form. <sup>2</sup>Detailed information on the modules in which examinations are in electronic form is given in the module handbook. <sup>3</sup>Electronic examinations (e-examinations) are examinations which are administered and evaluated via computer or using digital technology. <sup>4</sup>The authenticity and integrity of the examination results shall be verified. <sup>5</sup>Automatically 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 19 Evaluation of Examinations, Final Grade**

(1) The 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 average requirements considerably

befriedigend (satisfactory)	= (2.7 or 3.0 or 3.3)	an achievement that fulfils average requirements;
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.

(2) <sup>1</sup>An examination (Section 6 (2)) shall have been passed if it has received at least the grade 'ausreichend' (sufficient). <sup>2</sup>For ungraded course achievements (Section 6 (3)(4)) the result shall be either 'bestanden' (pass) or 'nicht bestanden' (fail). <sup>3</sup>A module examination is passed when all partial achievements (Section 6 (2)(3)) have been passed. <sup>4</sup>If an examination has several examiners or consists of several partial achievements within the meaning of Section 6 (2)(3), the total grade is calculated from the average of the individual grades, weighted if applicable according to **Appendix 2**; the grading system described in (1) shall not be used. <sup>5</sup>Two decimal places shall count towards the grade; further decimal places shall be omitted without being rounded.

(3) <sup>1</sup>Multiple choice examinations shall be evaluated as follows: <sup>2</sup>Students who answer the required minimum of examination questions correctly or attain the minimum number of attainable points according to Section 16 (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 no or less than 25 percent of the remaining questions were answered correctly or remaining points were achieved. <sup>3</sup>The 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. <sup>4</sup>Students who do not achieve the required minimum shall receive the grade 5.0. <sup>5</sup>Sentence 3 notwithstanding, the grades 4.3 and 4.7 may be awarded in cases in which examinations according to Section 16 (5) partly take the form of a multiple choice examination.

(4) The overall grade of the Master's examination and the modules shall be as follows:  
at an average of up to 1.50 = sehr gut (very good)  
at an average of over 1.50 and up to 2.50 = gut (good)  
at an average of over 2.50 and up to 3.50 = befriedigend (satisfactory)  
at an average of over 3.50 and up to 4.00 = ausreichend (sufficient)  
at an average of over 4.0 = nicht ausreichend (unsatisfactory).

(5) <sup>1</sup>Unless stipulated otherwise in **Appendix 2**, the module grades shall be calculated from the average of the individual grades achieved in the examinations within the meaning of Section 6 (2)(3); the grading system described in (1) shall not apply. <sup>2</sup>Two decimal places shall count towards the grade; further decimal places shall be omitted without being rounded. <sup>3</sup>If there is only one graded examination in a module, this grade shall be the grade for the module. <sup>4</sup>If a graded examination is not held, the result for the module is either 'bestanden' (pass) or 'nicht bestanden' (fail).

(6) <sup>1</sup>Unless stipulated otherwise in **Appendix 2**, the Master's thesis module and all other module grades shall be included in the calculation of the final grade of the Master's examination, weighted according to their ECTS credits. <sup>2</sup>Paragraph 5 sentence 1 clause 2 and paragraph 5 sentence 2 shall apply accordingly.

### **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) <sup>1</sup>The incorrect certificate shall be withdrawn; a new certificate shall be issued if applicable. <sup>2</sup>A decision according to (1) and (2) 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) <sup>1</sup>Students shall submit the request to the responsible examination body within one month of being notified of their grades. <sup>2</sup>Unless the Examinations Office is responsible, the examiner shall allow the inspection; further details shall be decided by the Examinations Committee. <sup>3</sup>Students 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).

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

(1) Students who have successfully completed the Master's degree programme shall receive a final academic record, a transcript of records, a diploma supplement and a degree certificate, if possible within four weeks.

(2) <sup>1</sup>The final academic record shall contain the modules and module grades and the final grade of the Master's examination; it shall also cite the topic of the Master's thesis. <sup>2</sup>The transcript of records lists all successfully completed modules; the report and the transcript of records may be combined into one document. <sup>3</sup>The transcript of records and the diploma supplement shall be issued in English and German. <sup>4</sup>Information 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 degree programme at the final attempt shall receive 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) <sup>1</sup>The examination procedure shall be adjusted to take into account the nature and extent of a student's disability, if applicable. <sup>2</sup>Students with a doctor's certificate showing credibly that they are either in part or fully incapable of sitting the examination in the intended manner due to long-term or permanent physical disabilities shall be entitled to have the permission of the chairperson of the Examinations Committee to offset this disadvantage by a corresponding extension of their working time or by 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) <sup>1</sup>Decisions according to (1) and (2) shall only be taken by the chairperson of the Examinations Committee upon written request. <sup>2</sup>The student may be required to submit an official certificate from a medical examiner (vertrauensärztliches Attest) proving the fulfilment of the conditions in (1). <sup>3</sup>Applications for adjustments to examination arrangements shall be made to the Examinations Committee at the latest four weeks before the examination, or at least before commencing the examination.

## **Part II: Special Provisions**

### **Section 25 Admission Requirements for Examinations**

(1) <sup>1</sup>Students 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. <sup>2</sup>If there are elective options for the modules to be completed for the Master's examination, students shall be considered admitted to the modules they choose by registering for the examination; the choice shall be binding and students may also choose several modules offered as an alternative. <sup>3</sup>Admission shall be refused if:

1. Requirements are not met or certificates are not submitted at all or not in due time as stipulated in the special provisions of these examination regulations (Sections 25 ff.) and in **Appendix 2**.
2. The Master's examination or the Diplom examination has been failed at the final attempt in this degree programme or a related degree programme within the meaning of Section 2 (1)(3).
3. It has been ordered that the student is to be de-registered, resulting in the revocation of the student's right to sit the examination.

(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) <sup>1</sup>The Master's examination shall consist of the required module examinations including the Master's thesis module pursuant to **Appendix 2**. <sup>2</sup>The Master's thesis module shall also include an academic presentation. <sup>3</sup>The Master's examination shall have been passed if all required module examinations and the Master's thesis module including the academic presentation have been passed.

(2) **Appendix 2** shall specify the subjects, type and scope of the Master's examination.

### **Section 27 Master's Thesis**

(1) <sup>1</sup>The Master's thesis is a graded written assignment that concludes the Master's degree. <sup>2</sup>It is intended to show that the student is capable of dealing with a problem from the field of immunology (basic research or clinical research) independently, with scientific methods and within a set period. <sup>3</sup>The Master's thesis may not to any significant extent be identical to a Diplom, Bachelor's or Master's thesis previously submitted by the student (prevention of plagiarism). <sup>4</sup>Students are awarded 25 ECTS credits for the Master's thesis, and another 5 ECTS credits for the academic presentation pursuant to Section 26 (1).

(2) <sup>1</sup>Students shall ensure that they are allocated a subject for the Master's thesis in time to observe the deadlines set forth in Section 7. <sup>2</sup>Should a student, despite a genuine effort to that end, not be allocated a subject, the chairperson of the Examinations Committee shall allocate a subject and a supervisor to the student upon request.

(3) <sup>1</sup>The Master's thesis shall be supervised by a professor who works full-time in the Master's degree programme in Integrated Immunology. <sup>2</sup>The Examinations Committee shall have the right to grant exceptions.

(4) <sup>1</sup>The subject of the Master's thesis and the date it was allocated to the student shall be confirmed by the supervisor and included in the student's records at the Examinations Office. <sup>2</sup>The time between the selection of a subject and the submission of the Master's thesis shall not exceed six months; the scope of the subject must be such that it can be completed within this period. <sup>3</sup>The period for the Master's thesis may be extended by way of exception by a maximum of eight weeks upon justified request. <sup>4</sup>If a student submits a doctor's certificate proving that they are incapable of working on the thesis, the period set for working on the thesis will be suspended temporarily.

(5) <sup>1</sup>The subject may only be returned once and with good reason and with the approval of the chairperson of the Examinations Committee. <sup>2</sup>Otherwise the Master's thesis shall be graded 'nicht ausreichend' (unsatisfactory; 5.0) if the subject is returned; it shall be regarded as rejected.

(6) <sup>1</sup>The Master's thesis shall be written in English. <sup>2</sup>The Master's thesis shall contain a summary of findings at the end. <sup>3</sup>The Master's thesis shall include a declaration from the student confirming that the thesis is an original work and that no other sources or materials than the ones listed were used. <sup>4</sup>One bound copy and one electronic copy each shall be submitted to the supervisor and the Examinations Office; confirmation

that the thesis has been received shall state the date of submission. <sup>5</sup>If the Master's thesis is not submitted in time, it shall be graded 'nicht ausreichend' (unsatisfactory; 5.0); it shall be regarded as rejected.

(7) <sup>1</sup>The thesis shall be evaluated by two examiners within six weeks of submission. <sup>2</sup>The person who allocated the subject shall generally be the first reviewer.

(8) <sup>1</sup>The thesis shall be accepted if it receives at least the grade 'ausreichend' (sufficient) from both reviewers. <sup>2</sup>It shall be rejected if it receives the grade 'nicht ausreichend' (unsatisfactory) from both reviewers. <sup>3</sup>If one reviewer grades the thesis as 'nicht ausreichend' (unsatisfactory) and the other reviewer grades it at least as 'ausreichend' (sufficient), the Examinations Committee shall arrange for a third review and grading to be carried out by an examiner according to Section 9. <sup>4</sup>If the third grade is also 'nicht ausreichend' (unsatisfactory), this shall be the grade the thesis receives; otherwise the grade shall be the lower of the two grades that are at least 'ausreichend' (sufficient).

(9) <sup>1</sup>If the thesis has been accepted according to Section 8 (1) and if the evaluations of the two reviewers are no more than two numerical grades apart, the grade of the thesis shall be the arithmetic average of the grades from the two reviewers. The grading system described in Section 19 (1) shall not apply and two decimal places shall be shown in the final thesis grade. <sup>2</sup>If the evaluations differ by three or more numerical grades, the chairperson of the Examinations Committee shall appoint a third reviewer; in this case, Section 19(2)(4) shall apply.

(10) <sup>1</sup>If the Master's thesis is rejected or if it is considered to have been rejected, it may be repeated once; a second repetition shall not be permitted. <sup>2</sup>The 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 Master's thesis shall be regarded as having been failed at the final attempt. <sup>3</sup>Paragraphs 1, 2(3), 3 and 4 and 6 to 9 shall apply accordingly for the repetition of the Master's thesis; returning the subject shall not be permitted.

### **Section 28 Resitting Examinations, Changing Modules**

(1) <sup>1</sup>If module examinations in the modules Basic immunology, Translational immunology and Master's thesis are failed, they may be repeated once. All other module examinations may be repeated twice. <sup>2</sup>The resit examination shall be limited to the failed examination or course achievement. <sup>3</sup>Resit examinations shall take place at the earliest possible date, but at the latest within six months of notification of the first examination result. <sup>4</sup>The resit period shall not be interrupted by de-registration or leave. <sup>5</sup>Students who have failed an examination shall be considered to have registered for the next resit examination. <sup>6</sup>If 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. <sup>7</sup>The provisions regarding maternity protection, parental leave and caregiver leave (Section 7(2)) shall apply.

(2) <sup>1</sup>Voluntarily resitting a passed examination of the same module shall not be permitted. <sup>2</sup>Alternative modules may be attended and completed instead of failed modules within the examination periods set forth in Section 7.

### **Section 29 Additional Modules**

(1) <sup>1</sup>Additional modules are modules included in the degree programme (e.g. elective modules, core skills) that are attended within the examination periods as stipulated in Section 7 in addition to successfully completed modules. <sup>2</sup>If a student completes additional modules of the degree programme at FAU, the student shall decide which of the modules shall go into the calculation of the final grade. <sup>3</sup>Students shall notify the Examinations Office of their decision at the latest eight weeks before the degree certificate is issued. <sup>4</sup>This decision is binding. <sup>5</sup>If no choice is made and if there are different modules from which to choose, the Examinations Office shall use the module with the better grade for the calculation.

(2) <sup>1</sup>Modules from other degree programmes offered as partial qualifications for this degree programme are also classed as additional modules. <sup>2</sup>Examination procedures for such modules are governed by the regulations stipulated in the examination regulations for the degree programme containing the additional module. <sup>3</sup>Additional modules pursuant to (2) are not included in the final grade, but are shown in a separate section of the transcript of records. <sup>4</sup>If the student files a request with the Examinations Office at the latest eight weeks before certificates are issued, individual additional modules may be omitted from the final certificate.

## **Part III: Transitional and Final Provisions**

### **Section 30 Legal Validity**

<sup>1</sup>These examination regulations shall come into effect on 1 October 2018. <sup>2</sup>They shall apply to all students starting a degree programme from the winter semester 2018/19 onwards.



## Part IV: Appendices

### Appendix 1: Qualification Assessment Process according to Section 2

(1) <sup>1</sup>The purpose of the qualification assessment process is to determine whether an applicant has the knowledge and ability to conduct scientific work required in order to successfully complete the Elite Master's degree programme in Integrated Immunology. <sup>2</sup>It is carried out as necessary, but at least once per year before the beginning of the winter semester. <sup>3</sup>In the interest of facilitating a prompt continuation of studies, those who are about to complete their Bachelor's degree programme or the third part of the State Medical Examination or Examination for Veterinary Surgeons shall also be entitled to participate in this qualification assessment process.

(2) <sup>1</sup>Applications for the qualification assessment process must be submitted to the Master's Office at FAU by 15 July at the latest for the next winter semester. <sup>2</sup>The application shall contain:

1. Evidence of having completed a degree pursuant to Section 2 (1) (certificate, final academic record, diploma supplement or comparable documents) or a transcript of records or a grade transcript showing the best 140 ECTS credits or proof of having successfully completed the second part of the State Examination in Medicine or the Preliminary Examination for Veterinary Surgeons in the case set forth in Section 2 (4)
2. Application form
3. English CV in tabular form
4. Proof of English language skills equivalent to at least level B2 of the Common European Framework of Reference for Languages (CEFR) Vantage or Upper Intermediate or comparable proof (in particular a school leaving certificate or a certificate issued by the school providing evidence that English lessons up to a level equivalent to B2 CEFR have been taken at school or evidence of having successfully completed the Test of English as a Foreign Language (TOEFL) with at least 85 points in the iBT or having passed the International English Language Testing System (IELTS) with a grade of 5.0 or above. Applicants who attained their university entrance qualifications or first degree in English shall not be required to submit proof of proficiency in English
5. Proof of theoretical knowledge in immunology worth at least 5 ECTS credits.

(3) <sup>1</sup>In accordance with Section 8 (4), the qualification assessment shall be the responsibility of the Examinations Committee for the Master's degree programme. <sup>2</sup>The Examinations Committee may transfer the task of coordinating and carrying out the process to individual members unless otherwise specified. <sup>3</sup>If proof pursuant to (2) no. 5 cannot be provided when applying or starting the degree programme, it can be submitted within one year of starting the Master's degree programme: Section 2 (4)(3) shall apply accordingly.

(4) <sup>1</sup>Admission to the qualification assessment process shall be subject to the timely and complete submission of the documents listed in (2). <sup>2</sup>Applications not submitted in due form or time shall lead to exclusion from the qualification assessment process. <sup>3</sup>The qualification assessment process shall be carried out with those applicants who fulfil the requirements according to the provisions in (5). <sup>4</sup>Applicants who are rejected shall receive a rejection notification including reasons and information on legal remedies available.

(5) <sup>1</sup>The qualification assessment process shall consist of a preselection and a selection interview with the admitted applicants. <sup>2</sup>The Admissions Committee shall carry out an initial selection based on the submitted documents to assess whether an applicant meets the requirements for successfully completing the degree programme. <sup>3</sup>Applicants with a degree within the meaning of (2)(2)(1) in conjunction with Section 2 or in the case of Section 2 (4) an average of 2.50 (gut) or better in their previous achievements will be invited to a selection interview; Section 11 (3) shall apply accordingly. <sup>4</sup>The selection interview shall demonstrate that the applicant possesses the required technical and methodological expertise and can be expected to carry out independent scientific work in a more research-oriented degree programme. <sup>5</sup>The following criteria, weighted as indicated, shall be assessed in the selection interview:

1. Very good knowledge of the basics of cell biology, molecular biology and genetics (50 %)
2. Very good knowledge in a particular specialisation chosen from immunology, microbiology, virology, cell biology or molecular biology; the applicant chooses the area to be covered in the selection interview (25 %).
3. Ability to think scientifically and analytically (for example by planning a control experiment using a specific example; extracting results from scientific diagrams or reaching accurate conclusions from individual results) (25 %).

<sup>6</sup>The selection interview shall have a duration of approximately 15 minutes. <sup>7</sup>With the applicant's consent, the selection interview may also be carried out via video call. <sup>8</sup>Applicants shall be notified of the date of the interview at least one week in advance. <sup>9</sup>If an applicant should be unable to attend 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. <sup>10</sup>The selection interview shall take the form of an individual examination before at least two members of the selection committee pursuant to Section 8 (4)(2), appointed by the Examinations Committee. <sup>11</sup>The selection interview and the qualification assessment process shall be graded as 'bestanden' (pass) or 'nicht bestanden' (fail). <sup>12</sup>If the applicant passes the selection interview, the Examinations Committee shall decide at the examiners' recommendation whether admission shall be granted with conditions according to Section 2 (3). <sup>13</sup>Records shall be kept of the selection interview; Section 17 (3) shall apply accordingly.

(6) <sup>1</sup>Applicants not admitted to the Master's degree programme after the qualification assessment process shall receive a rejection notification including reasons and information on the legal remedies available. <sup>2</sup>It will not be possible to repeat the qualification assessment process on the basis of the documentation submitted with the first application.

(7) Applicants shall bear their own costs incurred as a result of taking part in the qualification assessment process.

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

## Appendix 2: Structure of the Master's Degree Programme (MSc) in Integrated Immunology

Code	Module	Course	SWS (semester hours)				Total ECTS credits	Distribution of workload per semester in ECTS credits				Type/scope of course/examination achievement	Grade factor
			L	T	E	C		1st sem.	2nd sem.	3rd sem.	4th sem.		
II-MA-M1	Basic immunology**	Basic immunology	3				10	2.5				EA: written examination 90 min.	1
		Tutorials on basic immunology		5				5					
		Seminar on basic immunology				3		2.5					
II-MA-M2	Integrated laboratory course	Integrated laboratory course			10		10	8				CA: laboratory report and oral presentation	0
		Tutorials on integrated laboratory course		2				2					
II-MA-M3	Cell and molecular biology	Cell and molecular biology	3				5	2.5				EA: written examination 45 min.	1
		Tutorials on cell and molecular biology		3				2.5					
II-MA-M4	Translational immunology**	Translational immunology	3				10		2.5			EA: written examination 90 min.	1
		Tutorials on translational immunology		5					5				
		Seminar on translational immunology				3			2.5				
II-MA-M5	Integrated laboratory course	Translational immunology			10		10		8			CA: laboratory report and oral presentation	0
		Seminar on translational immunology		2					2				
II-MA-M6	Clinical immunology**	Clinical immunology	2				5		2.5			EA: written examination, 45 min.	1
		Tutorials on clinical immunology			2				2.5				
II-MA-M7	Practical project work	Laboratory rotations including international laboratories			15		15			15		CA: laboratory report and oral presentation	0
II-MA-M8	Theoretical project work	Theoretical project work			10		10					EA: written Assignment, 25 pages (100 %) and CA: seminar presentation	1
		Seminar on project work				2							
II-MA-M9	Soft skills	imaging, bioinformatics, animal sciences, genetic engineering, clinical study design			2	2	10	5	5			CA: oral or written*	0
II-MA-M10	Becoming a scientist	winter school**, international meetings**, meet the professor, graduate school committee					5			5		CA: oral or written*	0
II-MA-M11	Master's thesis	Master's thesis					30				30	EA: Master's thesis 75 pages (100 %) and CA: academic defence	1
SWS or ECTS			11	17	49	10		30	30	30	30		
Total semester hours and ECTS credits			87				120						

- \* Can be chosen from the soft skills offered by Faculty of Sciences, Faculty of Engineering and Faculty of Medicine The type and scope of the examination and/or the form of the written assignment depend on the specific manner in which the teaching unit chosen by the student is taught, see module handbook for details. Oral examination achievements typically take the form of seminar presentations (30 min.) and written examination achievements may, for example, require students to write an essay (10 pages).
- \*\* Module open to students from other Master's degree programmes (Integrated Life Sciences, Master's degree programme in Molecular and Cell Biology, Molecular Sciences).

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Erlangen, 19 March 2018

Prof. Dr.-Ing. Joachim Hornegger  
President

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