

These degree program 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 Program and Examination Regulations for the
International Master’s Degree Program European Master in
Lexicography/Europäischer Master für Lexikographie at the
Faculty of Humanities, Social Sciences, and Theology at
Friedrich-Alexander-Universität Erlangen-Nürnberg (FAU)
— MPOEMLex —
Dated September 4, 2009**

amended by statutes of
August 29, 2016 / addendum dated March 8, 2019
July 23, 2019
February 23, 2023

Based on Section 9 (1), Section 80 (1), section 84 (2)(1), and Section 90 (1)(2) of the Bavarian Higher Education Innovation Act (**BayHIG**) dated August 5, 2022, Friedrich-Alexander-Universität Erlangen-Nürnberg enacts the following degree program and examination regulations:

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Section 1 Scope, Purpose of the Master's Examination

(1) These degree program and examination regulations govern admission, studies and examinations in the Master's degree program European Master in Lexicography/ Europäischer Master für Lexikographie leading to the qualification Master of Arts.

(2) ¹The Master of Arts is a postgraduate degree qualifying students for further research as well as professional work. ²The Master's examination serves to determine whether students:

- have acquired in-depth knowledge of fundamental concepts and research findings in the subjects of their Master's degree program
- are capable of working independently according to scientific methods and to develop these further
- are prepared for professional practice.

Section 2 Degree

Passing the examinations entitles graduates to use the title Master of Arts (abbreviated M.A.), that can also be used with the addition (FAU Erlangen-Nürnberg).

Section 3 Start of Degree Program

The Master's degree program may only be started in the winter semester.

Section 4 Structure of the Master's Degree Program, Examinations and Standard Duration of Study, Examination and Teaching Language

(1) ¹The international Master's degree program European Master in Lexicography/ Europäischer Master für Lexikographie is conducted in partnership with several partner universities within the context of a joint degree agreement and comprises a study period of four semesters including the period for writing the Master's thesis. ²The students from one cohort spend the second semester at one of the participating partner universities (block seminar semester). ³If the block seminar semester of the international Master's degree program is held at FAU, students from FAU shall spend either the first semester or the third semester abroad.

(2) ¹The Master's degree program is concluded with the Master's examination. ²The Master's examination consists of all subject modules described in **Appendix II**.

(3) ¹The standard duration of the Master's degree program, including all examinations, is four semesters. ²Students must obtain 120 ECTS credits in order to graduate.

(4) ¹The modules are taught and examined in German and English; further details are stipulated in **Appendix II** and the module handbook. ²In any case of uncertainty, the examination language shall be the same as the teaching language.

Section 5 ECTS Credits

(1) ¹The degree programs and examinations are based on the European Credit Transfer and Accumulation System (ECTS). ²Approximately 30 ECTS credits are awarded per semester. ³One ECTS credit corresponds to 30 hours of work.

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

Section 6 Modules and Credits

(1) ¹The degree program 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/or course achievements if the subject warrants it. ⁴Ungraded course achievements consisting of several parts and/or course achievements which can be repeated an unlimited number of times shall not count as examinations consisting of several parts as defined in sentence 3. ⁵ECTS credits shall only be given for successful participation in modules that can be determined in an individual, separately identifiable performance in a module examination. ⁶Module 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) ¹Examinations (examination achievements and course achievements) measure the student's performance. ²They may be written, electronic, oral, use electronic communication devices or take a form specific to the subject (e.g. tutorial achievements, practical achievements, seminar achievements, excursion achievements). ³In the event of invigilated remote electronic examinations, the Bavarian regulation for testing remote examinations (**BayFEV**) and the FAU regulations on remote examinations on the basis of the Bavarian regulations for testing remote examinations (BayFEV) – **EFernPO** – shall be complied with. ⁴Examination achievements and partial examinations are graded. ⁵The assessment of course achievements may be limited to determining whether the student has passed or not.

(4) Module examinations pursuant to (2)(1) may only be taken by those who have enrolled in the Master's degree program European Master in Lexicography / Europäischer Master für Lexikographie at FAU; this shall not apply to resit examinations within the meaning of Section 31.

Section 6a 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 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) ¹Attendance is checked in the individual teaching units, provided these are held face to face, by means of an attendance list in which students must enter their name and signature, or in a comparable manner. ²If teaching units are held online, teaching staff shall record attendance by taking a register of the names of all those attending. ³Teaching staff shall compare the names on the registration list to see whether they correspond with the names used by the students attending the teaching unit. ⁴If students use a pseudonym during an online teaching unit with compulsory attendance, they must inform the member of teaching staff of their real name in order to allow a comparison to be made.

Section 7 Forms of Teaching and Learning

[revoked]

Section 8 Forms of Examination

(1) The following forms of examination are recognized for modules in the Master's degree program:

1. Presentations
2. Written assignments
3. Short essays
4. Reports
5. Excerpts
6. Oral examinations and colloquia
7. Participation in working groups
8. Written examinations
9. Master's thesis

(2) Further information on examinations is available in **Appendix II** and the module descriptions.

Section 9 Examination Deadlines, Consequences of Failing to Meet Deadlines

(1) ¹Examinations shall be sat in such a timely manner as to allow the participant to achieve 120 ECTS credits by the scheduled deadline. ²The scheduled deadline is the fourth subject semester. ³The deadline according to (2) may be exceeded by two semesters for the Master's examination (extended deadline). ⁴An examination shall be considered to have been sat and failed at the final attempt if the required number

of ECTS credits 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 paragraph (1) shall be extended by claiming the legal periods of protection stipulated in the law protecting mothers at work, in education and whilst studying, the Maternity Protection Act (Mutterschutzgesetz – **MuSchG**) in the version published on May 23, 2017 (BGBl I S. 1228 [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 December 5, 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 May 28, 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 May 26, 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 case of an inability to sit the examination occurring before or during the examination, the examiner shall be notified immediately. ⁴In 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 10 Examinations Committee

(1) ¹The Examinations Committee shall organize and carry out the examinations. ²The Examinations Committee shall have three members. ²The members shall be elected by the Faculty Council for a term of three years. ³All full-time university lecturers belonging to the Faculty shall be eligible. ⁴The Examinations Committee shall elect one of the members as the chairperson for three years and shall appoint a deputy to act in the event of the chairperson's absence. ⁵The 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, especially the planning and organization 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. ⁷The affairs of the committee shall be governed by the Constitution of Friedrich-Alexander-Universität Erlangen-Nürnberg (**GrO**).

(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 are 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.

(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 finalized. ³The Examinations Committee shall have the right to rule that grade notifications may be sent out in electronic form to the individual students. ⁴Any notification of objection in questions of examination legislation shall be issued on behalf of the President following consultation with the Examinations Committee and after hearing the examiners.

Section 11 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 in good time before registration and according to local practice.

(3) ¹The deadlines set forth in Sections 9 and 31 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 working days. ²Section 9 (3) sentences 3 and 4 shall apply accordingly. ³Registration to the examination on this date shall be canceled once the declaration is submitted and the student shall no longer be entitled to take the examination. ⁴Students shall only be able to register for and sit the examination in a later semester. ⁵The consequences of a delayed or invalid withdrawal shall be governed by Section 15 (1). ⁶Withdrawal from a resit examination shall not be permitted.

Section 12 Examiners, 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 current version of **BayHIG** and the Bavarian Higher Education Examiners Act (BayHSchPrüferV) shall be eligible for appointment as examiners or reviewers. 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. ⁵Eligible examiners who only have a temporary contract shall only remain eligible to act as an examiner for the contractually agreed

duration of employment. ⁶The relevant Examinations Committee shall have the right to extend this period upon request following consultation with the place of employment.

(2) ¹Persons who have completed the degree program in question or a degree program related to it shall be eligible for appointment as observers. ²Observers shall be research associates in principal employment at the University.

(3) ¹Exclusion 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 51 (2) **BayHIG** in conjunction with Sections 20 and 21 **BayVwVfG**.

(4) The obligation to confidentiality of the Examinations Committee and other persons involved in matters pertaining to examinations shall be governed by Section 26 (2) sentences 2 and 3 **BayHIG**.

Section 13 Admissions Committee

(1) The evaluation of the qualification and admission requirements for a Master's degree program shall be the responsibility of the admissions committee appointed jointly for the European Master in Lexicography / Europäischer Master für Lexikographie.

(2) ¹The admissions committee shall comprise three members of the Faculty of Humanities, Social Sciences, and Theology: one professor as the chairperson, one further university lecturer, and one research associate, both working for the University as their main occupation. ²The Faculty Council at the Faculty of Humanities, Social Sciences, and Theology shall appoint the members for a term of office of three years and shall appoint deputies; re-election is permitted. ³Section 10 (4) and (5)(1) shall apply accordingly.

Section 14 Accreditation of Skills

(1) Study periods, modules, course achievements and examination achievements in the same subjects of a Master's degree program at a university or equivalent higher education institution in Germany or at one of the partner universities of the EMLex consortium shall be accredited without verification of equivalence.

(2) ¹Study periods, and course and examination achievements achieved in degree programs or by successfully taking part in a distance learning unit as part of a degree program at FAU or at other public or state-approved universities in the Federal Republic of Germany, or in degree programs at public or state approved universities in countries other than Germany shall be recognized according to these examination regulations unless there are significant differences in the skills acquired and required. ²The same shall apply to course and examination achievements obtained at a public or state approved university in Bavaria within the context of a module program or additional studies, at the Virtual University of Bavaria (vub), or within the context of an early entrance program or university studies started while still at school. ³Recognition enables students to continue their studies, to take examinations, to start a further degree program or to be admitted to a doctoral degree.

(3) ¹Skills acquired outside the university sector or within the context of degree programs for professional development or for acquiring further qualifications may be accredited if they are equivalent. ²Skills acquired outside the university sector shall replace no more than half of the required skills of which students must provide proof.

(4) ¹The grades achieved in accredited course and examination 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:

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

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.

(5) ¹Students must file an application for recognition and accreditation. ²The documents needed for this accreditation shall be submitted to the chairperson of the Examinations Committee. ³Subject to the provisions in sentence 4, the student shall have a legal claim to accreditation if the conditions stipulated in (1) and (2) are met. ⁴Accreditation 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. ⁵The decision shall rest with the chairperson of the Examinations Committee after consultation with the department representative appointed by the department in question. ⁶The decision shall be issued in writing.

Section 15 Consequences of Delayed Withdrawal, Fraud, Breach of Regulations, Exclusion from Further Participation

(1) ¹An examination achievement shall be graded as "nicht ausreichend" (unsatisfactory; 5.0) if the student withdraws from the examination after the withdrawal deadline (cf. Section 11 (3)) without good reasons; Section 9 (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 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. ⁵In 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.

(2) In case of an attempt to commit fraud or to influence the result of an examination through the use of unauthorized materials, the examination in question shall be graded "nicht ausreichend" (unsatisfactory, 5.0).

(3) Persons who disturb the orderly examination process may be excluded from continuing the examination by the authorized examiner or the supervising person; in this case the examination achievement in question shall be considered to be "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 16 Revocation of Degrees

The revocation of the Master's degree shall be governed by Section 101 BayHIG.

Section 17 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 as stipulated in paragraph (1).

Section 18 Written Examination

(1) ¹In written examinations students are required to prove that they are capable of identifying a problem within a limited period and with limited materials, using the conventional methods employed in their field, and to find a solution to this problem. ²Written examinations may also be held as open book examinations during which students have to complete one or several tasks in a certain time without supervision using either a wide range of aids or whichever aids they like, but without the assistance of third parties. Further details are stipulated in the module description. ³In the case of examinations as defined in sentence 2, tasks shall as far as possible be tailored to test higher-level skills such as understanding, analysis, transfer and application.

(2) ¹Written examinations shall generally be evaluated by one examiner. ²The examiner's evaluation must be documented in writing and reasons for the final grade must be made clear. ³If a written examination is graded as "nicht ausreichend" (unsatisfactory), it shall be presented to a second examiner for evaluation. ⁴Evaluations shall usually be presented within six weeks. ⁵In case of differing evaluations, the mean of the grades shall be calculated according to Section 20 (1) sentences 5 and 6.

(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 must 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 60 percent of the attainable points, or
2. the examinee answered at least 50 percent of the examination questions correctly/achieved at least 40 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(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, paragraphs (3) and (4) shall only apply to the respective part.

Section 18a 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 must 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 19 Oral Examination

(1) ¹In oral examinations students must demonstrate both general and specific knowledge of the subject being tested. ²Oral examinations shall be conducted, unless otherwise stated, in the presence of an observer appointed by the examiner. ³In oral examinations in the presence of several authorized examiners, each examiner shall determine the grade according to Section 20. ⁴Section 20 (1) sentences 5 and 6 shall apply accordingly.

(2) ¹Minutes shall be recorded for oral examinations; they shall include the following: time, date and duration of the examination; subject and result of the examination; the names of the examiners, the observer and the student; and any special occurrences. ²The record shall be signed by the authorized examiners and the observer. ³It shall not be necessary to record the questions asked in the examination or the answers given. ⁴The record shall be stored for at least two years.

(3) 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. ²Students granted permission to attend the oral examination shall not be permitted to be present during the deliberation process and the announcement of the examination result.

Section 20 Evaluation of Examinations, Grades, Final Grade

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

Grade (in words)	Grade	Explanation
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 fulfills average requirements;
ausreichend (sufficient)	= (3.7 or 4.0)	an achievement that fulfills the requirements despite flaws
nicht ausreichend (unsatisfactory)	= (4.3, 4.7 oder 5.0)	an achievement that no longer fulfills requirements due to considerable flaws.

²An examination (Section 6 (2)) has been passed if it has received at least the grade “ausreichend” (sufficient). ³Ungraded examinations (Section 6 (2)(4)) shall either count as “bestanden” (pass) or “nicht bestanden” (fail); this also applies in the case of a combination of several course achievements in cases as described in Section 6 (2)(3). ⁴Except when stipulated otherwise in Appendix II, a module examination shall have been passed when all parts of the examination or partial achievements (Section 6 (2)(3)) have been passed. Sentence 2 is not affected. ⁵ If an examination has several examiners or several parts or partial achievements, the total grade is calculated from the weighted average of the individual grades. ⁶Sentence 5 can also be applied to examinations that are not an examination consisting of several parts as defined in Section 6 (2)(3) but still consist of several different components (for example a written examination with a combination of multiple choice questions and open-ended questions). Details of how to grade such examinations are stipulated in **Appendix II**. ⁷One decimal place shall count towards the module grade; further decimal places shall be omitted without being rounded. ⁸The evaluation period should generally not exceed six weeks.

(2) ¹Multiple choice examinations (with one or more possible correct answers) shall be graded as follows: ²Students who answer the required minimum of examination questions correctly or attain the minimum number of attainable points according to Section 18 (4) 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. ⁵Notwithstanding sentence 3, in addition to the grade 5.0, the grades 4.3 and 4.7 may also be awarded in cases in which examinations according to Section 18 (5) partly take the form of a multiple choice examination.

(3) 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)
- over 4.00 = nicht ausreichend (unsatisfactory).

(4) ¹The module grades are calculated from the average of the grades of the individual partial achievements. ²One decimal place shall count towards the module grade; further decimal places shall be omitted without being rounded. ³If there is only one graded examination in a module, this grade shall be the grade for the module. ⁴In case of ungraded course achievements, the module shall be rated as “bestanden” (pass) or “nicht bestanden” (fail).

(5) ¹All module grades shall be included in the calculation of the final grade of the Master’s examination, with the individual grades weighted according to the ECTS credits for the modules. ²Paragraph 4 (2) shall apply accordingly.

(6) **Appendix II** may stipulate that individual module examinations or partial module examinations shall be given a different weighting in the calculation of the overall grade.

Section 21 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 willfully 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 paragraph (1) and paragraph (2) shall be excluded after a period of five years starting with the certificate's date of issue.

Section 22 Inspection of Examination Records

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

(2) ¹Students shall submit the request to the Examinations Office within one month of being notified of their grades. ²Students prevented from observing the deadline according to (1) through no fault of their own can apply for full restitution according to Section 32 of the Bavarian Administrative Procedures Act (**BayVwVfG**). ³Unless the Examinations Office is responsible, the examiner shall allow the inspection; further details shall be decided by the Examinations Committee.

Section 23 Final Academic Record, Transcript of Records, Diploma Supplement, Grade Distribution Table, Degree Certificate

(1) Students who have successfully completed a degree program shall receive a final academic record, a transcript of records, a diploma supplement, a grade distribution table and a degree certificate (joint degree) from the partner universities, within four weeks if possible.

(2) ¹The certificate includes the modules, grades for modules and subjects, title and grade of the Master's thesis and the overall grade for the Master's examination, stating which achievements were completed at the partner universities. 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 the diploma supplement shall be issued in English and German. ⁵Information not yet available to the Examinations Office must be submitted together with the required proof by the time of completing the degree program at the latest; otherwise this information may no longer be taken into consideration.

Section 24 Notification of Failed Examinations

¹Students who fail the Master's examination at the final attempt shall receive notification that the examination has been failed at the final attempt, including information on legal remedies available. ²Students can also print off an overview of their grades achieved in the individual modules in the examination administration system.

Section 25 Adjustments to Examination Arrangements

(1) ¹The examination procedure shall be adjusted to take into account the nature and extent of a student's disability. ²Students with a doctor's certificate showing credibly that they are incapable of sitting the examination in the intended manner either in part or fully due to long-term or permanent disabilities which do not affect the performance which is being tested shall be entitled to offset this disadvantage by a corresponding extension of their working time or by the examination process being structured differently provided the chairperson of the Examinations Committee grants their permission.

(2) Adjustments to examination arrangements may be made for pregnant students, if the student submits a request to the Examinations Committee responsible within four weeks before the examination date. This application shall be accompanied by a medical certificate confirming that the student will be at least 30 weeks pregnant by the examination date.

(3) ¹Decisions according to paragraphs (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 fulfillment of the conditions in paragraph (1). ³Applications for adjustments to examination arrangements should be made to the Examinations Committee four weeks before the examination.

Section 26 Student Advice Center, Study Advisors

(1) The Student Advice Center (IBZ) at FAU provides information on all study-related matters:

1. Before starting your studies
2. For a planned change of subject
3. If students plan to drop out of university.

(2) The Faculty's Student Service Center provides information for students regarding the structure of degree programs and planning their studies.

(3) The subject advisors based at the institutes in the faculties involved in the Bachelor's or Master's degree program are responsible for providing subject-related advice and support.

Section 27 Qualification for the Master's Degree Program

- (1) ¹In order to qualify for admission to the Master's degree program, students must:
1. hold a university degree (State Examination, Diplom, Magister or Bachelor's degree) or another equivalent qualification from a university in Germany or abroad in the following subjects, that have no major differences in terms of qualification:
 - a) linguistics (also: computer linguistics, applied linguistics)
 - b) German language and literature
 - c) English studies
 - d) Romance studies
 - e) Hispanic studies

- f) Translation studies
- g) Communication studies
- h) Media studies
- i) Slavonic studies
- j) Indo-European studies
- k) Chinese studies
- l) Japanese studies
- m) Book studies
- n) German as a foreign language.

2. Passing the qualification assessment process according to **Appendix I**.

²In justified exceptional circumstances (e. g. linguistics topics covered in a degree in a different subject), the admissions committee can admit applicants with equivalent degrees from subjects other than those stated in no. 1 a) to n). ³In terms of qualification, the degrees according to sentence 2 must not differ significantly from the subject-specific degrees according to sentence 1. ⁴If there are differences between qualifications the applicant holds and the qualifications required pursuant to sentence 1 (1) which can be compensated for, the Admissions Committee may grant admission under the condition that proof of further achievements worth up to a maximum of 20 ECTS credits be submitted within one year of taking up studies for the Master's degree. ⁵If admission to the Master's degree program is subject to the applicant fulfilling certain conditions, it shall be granted conditionally. ⁶Section 86 **BayHIG** shall apply to the assessment of equivalence of German and foreign degrees.

(2) Applicants within the meaning of paragraph 1 shall belong to the best 60% of their class or shall have completed the degree program in question with a final grade of at least 2.50 (= good). Section 14 (4) sentences 1 to 3 shall apply accordingly for qualifications with a different grading system.

(3) ¹Paragraph 1 (1) notwithstanding, students enrolled in a Bachelor's degree program may be admitted to a Master's degree program in exceptional circumstances if they have achieved at least 140 ECTS credits and make a request stating reasons. ²Evidence of graduation in a Bachelor's degree program must be submitted at the latest by one year after starting to study the Master's program. ³Admission to the Master's degree program shall be granted conditionally.

Section 28 Admission to Examinations

(1) ¹Students enrolled in the Master's degree program shall be considered admitted to the Master's examination and the examinations of which the Master's examination consists, unless admission is to be refused. ²Admission shall be refused if:

1. Requirements stipulated in **Appendix II** are not met or certificates are not submitted at all or not in due time.
2. 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 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 29 Master's Examination

(1) ¹The Master's examination shall consist of the required examinations including the Master's thesis module pursuant to **Appendix II**. ²The Master's examination shall have been passed if all required module examinations and the Master's thesis module have been passed.

(2) Modules which were completed as part of the Bachelor's degree program cannot normally be accredited as part of the Master's examination due to the specific subject skills that must be acquired as part of the qualification goals of the Master's degree program, as detailed in the module descriptions. Exceptions may be granted by the Examinations Committee.

Section 30 Master's Thesis

(1) ¹The Master's thesis is a graded written assignment that concludes the Master's degree. ²It is intended to show that the student is capable of dealing with a problem from their field independently and according to scientific methods within a set period. ³The Master's thesis may not to any significant degree be identical to a Magister, Diplom, Bachelor's, Master's or doctoral thesis or a thesis within the context of a teaching degree previously submitted by the student (prevention of plagiarism). ⁴It shall be approximately 60-80 pages in length and shall be allocated 30 ECTS credits.

(2) ¹Students are responsible for suggesting their own topic for the Master's thesis in good time in order to meet the deadlines pursuant to Section 9, but at the latest by the beginning of the semester, and shall clarify the topic with their supervisor. ²The subject and the date of its allocation shall be confirmed by the supervisor and presented to the Examinations Office. ³Should a student fail to suggest a subject, despite a genuine effort to that end, 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.

(3) ¹University lecturers in the Master's degree program in Lexicography employed at the Faculty of Humanities, Social Sciences, and Theology as their main occupation shall be entitled to assign Master's theses. ²The Examinations Committee shall have the right to grant exceptions. ³The Examinations Committee may permit students to write their Master's thesis at an institution outside the University if supervision there is ensured.

(4) ¹The time between the selection of a subject and the submission of the Master's thesis shall not exceed six months (standard thesis work period); the scope of the subject must be such that it can be completed within this period. ²The Examinations Committee shall have the right to extend the period for the Master's thesis up to two times by a maximum of six weeks upon receiving a justified request. ³If a student submits a doctor's certificate proving that they are incapable of working on the Master's thesis, the period for thesis work shall be suspended temporarily. ⁴If the period for working on the thesis is suspended for a considerable period of time as defined in sentence 3 (three months minimum), the Examinations Committee shall check whether the period for working on the thesis ought to be terminated due to ill health, in which case the Bachelor's thesis shall be registered with a new topic once the student is well again. ⁵Sentences 3 and 4 shall apply accordingly in cases in which the student is prevented from working on the Bachelor's thesis due to serious reasons beyond their control and outside their sphere of risk.

(5) ¹The subject may only be returned once with good reason and with the approval of the chairperson of the Examinations Committee within the first third of the period for thesis work. ²Otherwise the Master's thesis shall be graded "nicht ausreichend" (unsatisfactory; 5.0) if the subject is returned; it shall be regarded as rejected.

(6) ¹The Master's thesis shall be written in German or English. ²The design of the title page shall follow the template provided by the Examinations Committee. ³The Master's thesis shall include a declaration by the student confirming that the thesis is

an original work and that no other sources or materials than the ones listed were used. ⁴The Master's thesis shall be submitted to the supervisor in duplicate as well as in a machine-readable electronic version; the time of delivery shall be recorded in writing. ⁵If 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) ¹As a rule, the Master's thesis is assessed by the supervisor and a reviewer from a partner university appointed as an examiner by the Examinations Committee pursuant to these examination regulations. ²In case of differing evaluations, the mean of the grades shall be calculated according to Section 20 (1) sentences 5 to 7. ³The chairperson of the Examinations Committee shall work towards the Master's thesis being graded within one month.

(8) ¹The Master's thesis shall be accepted if it receives at least the grade "ausreichend" (sufficient). ²It shall be rejected if it receives the grade "nicht ausreichend" (unsatisfactory).

(9) ¹If the Master's thesis is 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 Master's thesis within the semester following the announcement of the rejection at the latest; otherwise the Master's thesis shall be regarded as having been failed at the final attempt. ³Paragraph 1, paragraph 2 sentences 2 and 3, paragraphs 3 and 4 and paragraphs 6 to 8 shall apply accordingly for the repetition of the Master's thesis; returning the subject shall not be permitted. ⁴The chairperson of the Examinations Committee may permit the student to submit a revised version of the Master's thesis as a second attempt provided the student agrees and this has not been ruled out after the review; revision shall not be permitted if the Master's thesis was rejected on grounds of fraud or plagiarism. ⁵The thesis work period shall be four months from the date the student is informed that revision is permitted. ⁶If revision of the thesis is permitted, paragraph 1, paragraph 2 sentences 2 and 3, paragraphs 3 and 4 sentences 2 and 3 and paragraphs 6 to 8 shall apply accordingly.

Section 31 Resit Examinations

(1) ¹With the exception of the Master's thesis, module examinations which have been failed may be repeated twice; it is only possible to resit the partial examinations/sections which have been failed. ²Resitting passed examinations shall not be permitted. ³Resit examinations shall take place at the earliest possible date and at the latest six months after the first examination result was announced. ⁴Examinations shall be carried out in such a way that students are able to continue their studies if the examination is passed. ⁵If 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 11 (3) shall not be permitted. ⁴The provisions regarding maternity leave, parental leave and caregiver leave (Section 9 (2)) shall apply.

(3) ¹Voluntarily resitting a passed examination of the same module shall not be permitted. ²Alternative modules may be attended and completed in addition to successfully passed modules or failed modules within the examination deadlines according to Section 9; the failed attempts in the previous alternative module shall not be counted. ³If a student completes additional modules, they shall decide which of the achievements shall count towards the grade. ⁴Students shall notify the Examinations Office of their decision at the latest four weeks before the degree certificate is issued. ⁵The choice shall thus become binding. ⁶If no decision is made by the student, the Examinations Office shall consider the student's best achievements in a semester. ⁷The achievements that are left out shall not be counted towards the grade but shall be listed in the transcript of records.

Section 32 Legal Validity

(1) ¹These regulations shall come into effect on the day after their publication. ²They shall apply to students starting a degree program from winter semester 2009/10 onward.

(2) ¹The second amendment statute shall come into effect on the day after its publication. ²It shall apply to all students starting a degree program from winter semester 2019/2020 onward. ³Notwithstanding sentence 2, the amendments in no. 2.2 in **Appendix I** shall apply to all students starting a degree program from the winter semester 2020/2021 onwards.

(3) ¹The third amendment statute shall come into effect on the day after its publication. ²Unless stipulated otherwise in the following provisions, it shall apply to all students who are already studying in accordance with a previously valid version of these degree program and examination regulations or who start to study in future. ³Notwithstanding sentence 2, the amendments in **Appendix I** shall apply to all students starting a degree program from winter semester 2023/2024 onwards. ⁴Notwithstanding sentences 2 and 3, the changes to foundation module B3-9 and intermediate modules A1 and A4 shall apply to all students who have not yet started examinations in these modules (initial attempt). ⁵Examinations according to the previously valid degree program examination regulations shall be offered for the last time in winter semester 2026/2027. ⁶From the date stated in sentence 3, those students who are affected by the examination regulations becoming invalid shall take their examinations in accordance with the currently valid version of the degree program and examination regulations.

Appendix 1

Qualification assessment process for the international Master's degree program European Master in Lexicography/Europäischer Master für Lexikographie at the Faculty of Humanities, Social Sciences, and Theology at FAU

1. Purpose of the Assessment

¹The purpose of the assessment is to evaluate the qualifications of applicants for the Master's degree program EMLex on the basis of:

- 1.1 their educational background, especially their achievements in previously attended degree programs;
- 1.2 their subject-related and methodological skills of relevance for the Master's degree program.

²The goal of the assessment is to determine whether the applicants fulfill the higher requirements of the predominantly research-oriented Master's degree program and whether they will be capable of working independently and according to scientific methods.

2. Qualification Assessment Process

- 2.1 The qualification assessment process shall be carried out as necessary, but at least once per year before the beginning of the winter semester.
- 2.2 Applications for admission to the qualification assessment process must be submitted to the Master's Office at FAU by April 1 of the year in which the applicant wishes to start in the winter semester.
- 2.3 The application shall contain:
 - 2.3.1 CV
 - 2.3.2 Documentation demonstrating that the applicant holds a university degree as specified in Section 27 (1)(1)(1) (final academic record, transcript of records, diploma supplement or comparable documents) or a current transcript of records if Section 27 (3) applies.
 - 2.3.3 Proof of proficiency in English at the level B1 (CEFR), unless the university entrance qualification or undergraduate degree was taken in English, and proof of proficiency in German at the level B1 (CEFR) unless the university entrance qualification or undergraduate degree was taken in German.

3. Qualification Assessment Body

- 3.1 In accordance with Section 12, qualification assessment shall be the responsibility of the admissions committee.
- 3.2 The admissions committee may transfer the task of coordinating and carrying out the process to individual members unless otherwise stated.

4. Admission to the Qualification Assessment Process

- 4.1 Admission to the qualification assessment process shall be subject to the timely and complete submission of the documents listed in no. 2.3.
- 4.2 The qualification assessment process shall be carried out with those applicants who fulfill the requirements according to the provisions in no.5.
- 4.3 Applicants who are rejected shall receive a rejection notification including reasons and information on legal remedies available.

5. Stages of the Qualification Assessment Process

5.1 First Stage of the Qualification Assessment Process

- 5.1.1 ¹The admissions committee shall determine according to the application documents whether an applicant is qualified to enter into a Master's degree program according to no. 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. Extent of fundamental knowledge of lexicography (max 40 points pursuant to no. 5.1.2.1)
2. Scope of acquired skills in the area of linguistic analysis (max. 40 points pursuant to no. 5.1.2.2)
3. Scope of practical experience in lexicography work (max 20 points pursuant to no. 5.1.2.3).

5.1.2 ¹The Admissions Committee may allocate a total of 100 points. ²The overall score is reached by adding the points scored for the individual criteria which are calculated in accordance with the following guidelines.

5.1.2.1 ¹The number of ECTS credits acquired in modules or teaching units from the areas of lexicography and dictionary research as well as in neighboring disciplines from metalexicography shall be assessed according to the criteria in no. 5.1.1 sentence 2 (1). ²2 points shall be awarded for each ECTS credit obtained from the areas of lexicography and dictionary research. ³1 point shall be awarded for each ECTS credit obtained from a neighboring discipline of metalexicography. ⁴A maximum of 40 points can be obtained.

5.1.2.2 ¹The number of ECTS credits acquired in modules or teaching units from the areas of linguistics shall be assessed according to the criteria in no. 5.1.1 sentence 2 (2). ²1 point shall be awarded for each ECTS credit from the area of semantics, syntax, morphology, pragmatics and specialized branches of linguistics, as well as methods in linguistics. ³0.5 points shall be allocated for introductory courses in linguistics and courses from neighboring subjects. ⁴A maximum of 40 points can be obtained.

The extent of relevant practical experience in full-time employment in the area of lexicography work (work in publishing houses, work in an academic dictionary project, work on websites, an internship in a dictionary project, or an internship in website programming) will be assessed according to the criteria in no. 5.1.1 sentence 2 (3) as follows:

- a) 0 points if the applicant has no experience in any of the five areas
- b) 5 points if the applicant has between two and six weeks experience in one of the five areas
- c) 10 points if the applicant has completed an internship lasting more than 6 weeks in one of the five areas
- d) 15 points if the applicant has between 3 months and 12 months experience in one of the five areas
- e) 20 points if the applicant has more than 12 months experience in one of the five areas;

in the event that an applicant has experience in several areas, the time spent in each is added together, although 20 points is the maximum total that can be awarded.

5.1.3 ¹Applicants who have scored at least 80 points shall receive 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. ²Other applicants with between 79 and 50 points shall be invited in writing or electronically to a qualification assessment interview pursuant to no. 5.2 (second stage of the qualification assessment process).

5.2 Second stage of the qualification assessment process

5.2.1 ¹ The date of the qualification assessment interview shall be announced at least one week in advance. ²The date set for this interview shall be observed by the applicant. ³If an applicant should be unable to attend the qualification assessment 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.

5.2.2 ¹The qualification assessment interview shall be held individually for each applicant. ²With the applicant's consent, the qualification assessment interview may also be carried out via video call. ³The interview shall have a duration of approximately 30 minutes and is intended to demonstrate that the applicant possesses the required technical and methodological expertise and can be expected to carry out independent academic work in a more research-oriented degree program. ⁴The qualification assessment shall cover the following criteria:

1. Quality of basic knowledge of lexicography and terminology work (max 12 points pursuant to **Table 1**)
2. Quality of skills in linguistic analysis (max 12 points pursuant to **Table 1**)
3. Scope of practical experience in lexicography work (max 6 points pursuant to **Table 2**).

Table 1

Very good	12–11 points
Good	10–9 points
Satisfactory	8–7 points
Sufficient	6–5 points
Poor	4--0 points

Table 2

Very good	5–6 points
Good	4 points
Satisfactory	3 points
Sufficient	2 points
Poor	1 point

5.2.3 ¹The qualification assessment interview will be conducted by two members of the admissions committee. ²Each of the members awards a maximum of 30 points for the result of the qualification assessment interview according to the criteria in no. 5.2.2 sentence 4. ³The final point score of the qualification assessment interview is the arithmetic average of the individual ratings according to sentence 2, with positions after the decimal point resulting from the calculation being rounded up.

5.2.4 ¹An applicant's overall score shall be calculated from the sum of the scores according to 5.1 and 5.2. ² No. 5.1.3 shall apply accordingly.

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

5.3 Applicants shall bear their own costs of the qualification assessment process.

5.4 Confirmation of passing the qualification assessment process shall remain valid indefinitely, provided the Master's degree program has not been changed significantly with respect to the decision on the qualification assessment process.

6. Official record

¹An official record shall be produced in the first and second 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 applicants, the decision of the committee members and the overall score. ²The official records shall clearly indicate the topics discussed with the applicants and the essential reasons for the decision; the essential reasons and topics may be listed as bullet points.

7. Repeat Assessment

Applicants who did not qualify for admission to the Master's degree program may apply for repetition of the qualification assessment process on the basis of the documents submitted for the first application one more time.

Appendix II Degree Program Structure

Module name	Teaching unit	SWS (semester hours)				ECTS credits	Distribution of workload per semester in ECTS credits				Type and scope of the examination	Grade factor Grade factor	
		L	T	P	S		1st	2nd	3rd	4th			
1st semester: Basic module													
Basic module B1	Foundations of lexicography	E-learning				10	10					Assignments or essays depending on the teaching unit ^{1 2}	0
Basic module B2-1 (home module)	Seminar/course English studies				2	5	5				Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) ²	1	
Basic module B2-2 (home module)	Seminar/course in German Language and Literature				2	5	5				Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) ²	1	
Basic module B3-1³	Language course in English	See APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-2³	Language course in German	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-3³	Language course in Portuguese	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-4³	Language course in Spanish	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-5³	Language course in French	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-6³	Language course in Hungarian	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-7³	Language course in Italian	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
Basic module B3-8³	Language course in Polish	see APO/SprZ ⁴				(5)	5				see APO/SprZ ⁵	1	
In the first semester, students must obtain achievements worth 25 to 30 ECTS credits pursuant to Section 3.2 of the Consortium Agreement before continuing their studies in the second semester.													
2nd semester: Advanced modules													
Advanced module A1³	Advanced seminar: Metalexicography				2	(5)		5			Written examination (60-90 min) or written examination (45 min) and written assignment (10-15 pages) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1	
Advanced module A2³	Advanced seminar: History of lexicography				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1	
Advanced module A3³	Advanced seminar: Data modeling and data presentation in digital lexicography				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1	
Advanced module A4³	Advanced seminar: Dictionary use research				2	(5)		5			Written examination (60-90 min) or presentation/talk (45 min) and written assignment (10-15 pages) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1	
Advanced module	Advanced seminar:				2	(5)		5			Written examination (60-90 min) or	1	

Module name	Teaching unit	SWS (semester hours)				ECTS credits	Distribution of workload per semester in ECTS credits				Type and scope of the examination	Grade factor Grade factor
		L	T	P	S		1st	2nd	3rd	4th		
A5 ³	Specialist lexicography and terminography										presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	
Advanced module A6 ³	Advanced seminar: Computer lexicography				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Advanced module A7 ³	Advanced seminar: Dictionaries in translation				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Advanced module A8 ³	Advanced seminar: Lexicography and lexicology				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Advanced module A9 ³	Advanced seminar: Dictionary design and compilation				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Advanced module A10 ³	Advanced seminar: Learner lexicography				2	(5)		5			Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
3rd semester: Practical and specialization modules												
Specialization module V1	Oral examination with presentations: Selected topics in dictionaries, lexicography and dictionary research					10			10		Portfolio (review and 3 essays (each 5-10 pages))	1
Specialization module V2-1 (home module)	Advanced seminar: Lexicography (English studies)				2	5			5		Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Specialization module V2-2 (home module)	Advanced seminar: Lexicography (German studies)				2	5			5		Written examination (60-90 min) or presentation/talk (30 min) and written assignment (10-15 pages) or written assignment (15-20 pages) ²	1
Specialization module V3 practical module	Internship					10			10		Internship certificate and internship report (5-10 pages)	0
4th semester: Master's thesis												
Master's thesis	Master's thesis					30				30	Master's thesis (60–80 pages)	1
	Seminar				1							
Total SWS and ECTS credits		0–3	4–8		21–23	120	25-30⁶	30-35⁶	30	30		

¹ This is an e-learning module offered jointly by all partners with individual assignments throughout the semester.

²The type and scope of the examination depend on the specific manner in which the teaching unit or module chosen by the student is taught, see module handbook for details.

³At least 5 ECTS credits and at most 10 ECTS credits must be obtained from the modules offered in the section basic modules B3. At least 30 or 35 ECTS credits must be obtained from the area of the advanced modules (depending on which modules were chosen as basic modules B3). Further advanced modules can be taken as additional courses.

- ⁴The choice of courses depends on the individual language requirements and must be determined in consultation with a study advisor. The teaching units on offer are stated in the course catalog of the Language Centre.
- ⁵The type and scope of the examination depend on the specific manner in which the teaching unit chosen by the student is taught, see course catalog of the Language Centre for details. As a rule, language courses finish with a final written examination (90-120 min).
- ⁶The actual workload per semester depends on the student's choice of basic modules from section B3 and advanced modules.