

Please note: The following is a carefully drafted translation of the German Examination Regulations for the degree Program Master of Science. In this version the modifications of 2006 and 2008 have been incorporated into the text of 2005 in order to make it better readable.

Please be aware, however, that only the officially published German versions of the examination regulations from August 18th, 2005 (Amtliche Bekanntmachungen Jahrgang 36, Nr. 46, Seiten 269-293 vom 19. August 2005), modified on March 2nd, 2006 (Amtliche Bekanntmachungen Jahrgang 37, Nr. 9, Seiten 17-32 vom 3. März 2006) and on October 1st 2008 (Amtliche Bekanntmachungen, Jahrgang 40, Nr 24, Seiten 110-113 vom 6. März 2009) are legally binding.

Examination Regulations for the Degree Program Master of Science (M.Sc.)

On the basis of § 34 paragraph 1 clause 3 of the State Higher Education Act (LHG) from January 1st, 2005 (GBl. p. 1), the senate resolved in its session on June 29th, 2005 to enact the following examination regulations for the degree program Master of Science (M.Sc.).

The regulations were approved by the rector on August 18th, 2005. Modifications were approved by the vice rector on March 31st 2006..

In accordance with the enactment of the Ministry of Science, Research, and Art of Baden-Württemberg from July, 26th, 2005, the master programs „Forest Ecology and Management“ and „Environmental Governance“ are to be established for 5 years, i.e. until September 30th, 2010.

A. General Regulations

§ 1 Profile of the Degree Program, Graduation

(1) The subject-specific parts of the examination regulations establish whether the master program is geared more toward research or practical applications. They also establish whether the master program is designed as a consecutive or non-consecutive course of study or as further education.

(2) Students who pass the master examination are conferred the academic degree „Master of Science“ (abbreviated: „M.Sc.“).

§ 2 Prerequisites for Admission

The prerequisites for admission to the master program are fixed by the subject-specific admissions regulations.

§ 3 Structure of the Degree Program

(1) The master degree program refers to a subject to be chosen by the student under appendix A.

(2) As a rule, students must earn 120 ECTS credits toward the degree.

(3) For completing a course or module, students earn an amount of ECTS credits established by the subject-specific part of the examination regulations. The amount of credits is determined on the basis of the amount of work required to complete the course or module.

(4) The courses in the master degree program are organized in modules. The type, extent, and content of the modules are established by the subject-specific parts of the examination regulations.

(5) The standard period of study, including the time necessary for taking the final examinations and writing the master thesis, is four semesters.

(6) In the subject-specific parts of these examination regulations, the curriculum should be selected and limited to allow the course of study to be completed within the standard period of study.

§ 4 English Language Master Program

If the master program is completed as an English language degree program, details are described in the subject-specific parts of the examination regulations.

§ 5 Courses and Examinations in English

Non-English language master programs may also include selected courses, including examinations, which are held entirely or partially in English. Details are described in the subject-specific parts of the examination regulations.

§ 6 Internship

(1) The faculties may require students to complete an internship. Details as to the scope and nature of this internship are described in the subject-specific parts of the examination regulations.

(2) If students are required to complete an internship for the master program, the faculty aids them in finding an appropriate internship.

§ 7 Academic Advising

The faculties may elect to require academic advising or a mentor system for the students in the subject-specific part of the examination regulations.

§ 8 Subject-Specific Regulations

(1) All subjects available for selection are listed in appendix A.

(2) The subject-specific parts of the examination regulations are included in appendix B.

§ 9 Subject Examination Committee

(1) The subject examination committees are responsible for organizing examinations in a particular subject and for carrying out the duties allocated to them by these examination regulations. The committees see to it that the regulations described in this document are adhered to and are responsible for decisions concerning examinations. They make all decisions concerning accreditation of periods of study, credits, and examinations and are responsible for determining whether credits and examinations are of equal value on the basis of § 11 paragraph 1.

The subject examination committees report to the faculty at regular intervals on the progress of the examinations and studies, including the time allotted for the master thesis and the distribution of subject grades and final grades.

The subject examination committees see to it that examinations can be completed within the predetermined period of time. They inform the examination candidates as to the type and amount of examinations they have to take, the dates of the examinations, and the time allotted for completing the master thesis.

The subject examination committees are responsible for making suggestions to reform the examination regulations and the descriptions of modules in case a special commission is not appointed for this purpose.

(2) The members of the subject examination committees have the right to be present at examinations.

(3) The subject examination committees consist of 4 professors, 1 academic collaborator, and 1 student, the last of whom participates in an advisory capacity. The members are appointed for a period of 2 years in the case of the professors and academic collaborators and 1 year in the case of the student member.

(4) The members of the subject examination committees, the chairpersons of the subject examination committees, and the deputy chairpersons are appointed by the faculty councils.

(5) A subject examination committee has a quorum if half of its members is present.

(6) The members of the subject examination committees are bound to secrecy. Members who are not civil servants must be sworn to secrecy by the chairperson.

(7) The subject examination committee must inform candidates of an incriminating decision in writing. The letter must include the reason for the decision and instructions on how to make an appeal. Appeals against decisions made by a subject examination committee must be submitted to the subject examination committee in writing within one month. If the subject examination committee does not honor the appeal, it may be submitted for a final decision to the member of the administrative board responsible for instruction.

§ 10 Examiners / Observers

(1) The subject examination committee appoints the examiners for subject examinations and, following the recommendation of the faculties/institutes, the observers. The subject examination committee may delegate the responsibility of appointing the observers to the examiners.

(2) As a rule, only professors, university lecturers, private lecturers, and academic collaborators who have received authorization may conduct examinations not connected with a particular course. Academic assistants, academic collaborators, assistant lecturers, and lecturers for special duties may only be appointed as examiners if not enough professors and university lecturers are available to conduct an examination.

(3) Only persons who have completed at least a master examination or an equivalent examination in the subject in question may be appointed as observer.

(4) Unless otherwise specified by the subject-specific parts of the examination regulations, the candidate may recommend examiners for the master thesis and an additional task (§ 12 paragraph 2). Candidates do not have a legal right to receive the examiner of their choice.

(5) Examinations during the course of study are conducted by the instructors of the individual courses.

§ 11 Accreditation of Periods of Study, Study Credits, and Examination Credits

(1) Periods of study, study credits, and examination credits from a master program and/or other degree program at another university may be accredited if they may be considered roughly equivalent in content, extent, and workload to corresponding credits in the master program at the University of Freiburg. To determine equivalency, it is necessary to make a global evaluation rather than a one-to-one comparison of courses and examinations.

(2) For the equivalency of periods of study, study credits, and examination credits earned outside of the Federal Republic of Germany, the equivalency agreements approved by the Conference of the Ministry of Education and the Arts and the German Rectors Conference as well as individual agreements with partner institutions should serve as guidelines.

(3) The equivalency of periods of study, study credits, and examination credits from state-approved distance study programs, state-run or state-approved vocational academies and universities of applied sciences, or schools of applied science and engineering and officers' universities of the former German Democratic Republic should be determined in accordance with paragraph 1.

(4) Accreditation of parts of the master examination may be denied if a student requests accreditation of

- more than half of all examinations during the course of study in a subject and/or
- more than half of all required ECTS credits in a subject and/or
- a part of the final examination.

(5) If examinations are to be accredited, the original grades may be adopted and included in the calculation of module grades and the final grade if the grading systems are comparable. If the grading systems are not comparable, the examinations in question should be marked „passed“. The examinations may be marked as accredited in the student's records.

(6) Periods of study, study credits, or examination credits from German institutions of higher education must be officially accredited. The student must submit all documentation necessary for accreditation. If the preconditions named in paragraphs 1 to 3 have been met, the student has a legal right to accreditation.

(7) Study and examination credits earned in a course of study which was a prerequisite for the student's admission to the master program can neither be accredited nor recognized as credits for the master program.

B. The Examinations in the M.Sc. Course of Study

§ 12 The Master Examination

(1) The purpose of the master examination is to determine whether the candidate has acquired the knowledge imparted by the course of study, has a command of the contexts of his or her field, and is capable of applying scientific methods and findings independently.

(2) The master examination consists of examinations during the course of study, the master thesis, and in some cases a presentation of the master thesis, a colloquium, or another additional task. Details are described in the subject-specific parts of the examination regulations.

§ 13 Study Credits

(1) Study credits represent individual work done by a student for courses. The type, amount, and range of the ECTS credits granted for a course should depend on the amount of time required to complete the work for that course. Students should be informed as to how many study credits a course is worth by the beginning of the course at the latest.

(2) The instructor of a course must determine whether the students have earned the study credits for a course but does not necessarily have to give them a grade for the course.

(3) The subject-specific parts of these examination regulations specify which courses students need to earn study credits for and which study credits are prerequisites for admission to examinations.

(4) If a student submits a certificate from a physician confirming that he or she is not capable of earning all or some of the study credits in the required form due to severe or ongoing health problems, the chairperson of the subject examination committee grants the student an extension or allows him or her to earn equivalent credits in another form.

§ 14 Examinations during the Course of Study

(1) Examinations during the course of study are defined as follows:

- Final module examinations which test all components of a module in a single examination,
- Partial module examinations for one or more components of a module.

(2) The subject-specific parts of these examination regulations establish the type and scope of examinations during the course of study. Students are provided details on these examinations at the beginning of the course the examination is to be held in.

(3) If a student has earned all necessary examination credits for a module, he or she cannot take any more examinations in that module. This has no effect on the regulations described in § 24 paragraph 6 on improving grades by retaking examinations.

(4) If a candidate submits a certificate from a physician confirming that he or she is not capable of earning all or some of the examination credits in the required form due to severe or ongoing health problems, the chairperson of the subject examination committee grants the candidate an extension or allows him or her to earn equivalent credits in another form.

§ 15 Registration for and Admission to Examinations during the Course of Study

(1) To be admitted to examinations during the course of study, the student must

- be matriculated in the appropriate course of study at the University of Freiburg and
- have not forfeited his or her right to take examinations.

(2) The application for admission to examinations during the course of study must be made in writing to the subject examination committee by a deadline to be set by the subject examination committee prior to the first examination during the course of study. The application should include a statement from the candidate indicating whether he or she has previously failed or is currently registered for another master, magister, diplom, or teacher training examination in the field in question or in a related field.¹

(3) If the subject examination committee rejects the application for admission, it informs the candidate in writing. The letter must include the reason for the decision and instructions on how to make an appeal.

¹ Related fields are listed in the subject-specific parts of the examination regulations

Admission should be denied if

- the candidate has not fulfilled the requirements listed in paragraph 1,
- the application is incomplete and the candidate does not submit the missing parts despite being requested to do so,
- the candidate has irrevocably failed a master, magister, diplom, or teacher training examination in the field in question or in a related field, or has forfeited his or her right to take examinations in that field, or is currently in another examination procedure. Exceptions to this regulation may be described in the subject-specific parts of the examination regulations.

(4) Students must register in writing or online with the examination office for each examination during the course of study by a deadline to be set by the subject examination committee. Students must provide evidence in this application that they have fulfilled all requirements for admission to the examination as described in the subject-specific parts of these examination regulations. In case the student has not fulfilled these requirements and can thus not take the examination, the subject examination committee informs him or her of this fact in writing. The letter must include the reason for the decision and instructions on how to make an appeal.

§ 16 Oral Examinations during the Course of Study

(1) Students earn oral examination credits for oral examinations and presentations.

(2) Oral examinations may take the form of a group examination or an individual examination. The duration of the examination is at least 10 minutes per candidate, no more than 20 minutes for partial module examinations, and no more than 45 minutes for final module examinations and any additional tasks (§ 12 paragraph 2). Details are described in the subject-specific parts of the regulations.

(3) As a rule, oral examinations which are not taken during the course of study for a certain course are conducted by one examiner as described in § 10 in the presence of a competent observer or by two examiners (collaborative examination).

(4) The relevant material and results of the examination are recorded in a protocol. The candidate should be informed as to the result of the oral examination immediately after the examination. The protocol is signed by the examiner and the observer and filed with the examination records.

(5) Students who wish to retake an examination at a later date may be admitted as listeners providing that the necessary space is available, unless the candidate does not wish to have any listeners. However, students admitted to an examination in this capacity may not advise the candidate or inform the candidate as to the results. The public may be excluded from the examination if there are important reasons to do so or if the candidate requests to do so.

(6) In a presentation, the candidate demonstrates that he or she is capable of speaking competently on a specific topic in his or her field. The duration of a presentation should be between 15 and 90 minutes.

(7) Oral examinations and presentations are held in German or in the language of the course for which the student is to earn the examination credits.

§ 17 Written Examinations during the Course of Study

- (1) Students earn written examination credits for written examinations, research papers, and protocols.
- (2) The acceptable aids for a written examination are posted before the examination takes place.
- (3) As a rule, the duration of written examinations should be between 60 and 240 minutes. Details are described in the subject-specific parts of the examination regulations.
- (4) In a research paper, the candidate demonstrates that he or she is capable of writing competently about a specific topic in his or her field.
- (5) In a protocol, the candidate demonstrates by writing a report that he or she has attended and participated regularly in a seminar, project, practical course, or other course.
- (6) Written examinations, research papers, and protocols should be written in German or in the language of the course for which the student is to earn the examination credits. If a written examination contains questions in another language, these questions may be answered in German.
- (7) The procedure for evaluating written work should not exceed a period of four weeks; this has no effect on § 20 paragraph 9.

§ 18 Evaluation of Examinations during the Course of Study

- (1) Final module examinations and partial module examinations are given one of the following grades:

1.0/1.3	outstanding	achievement which is well above average
1.7/2.0/2.3	good	achievement which is above average
2.7/3.0/3.3	satisfactory	achievement which meets the requirements
3.7/4.0	sufficient	achievement which meets the requirements despite flaws
5.0	unsatisfactory	achievement which does not meet the requirements due to substantial flaws

- (2) If a final module examination is required to complete a module, the student's grade for the final module examination is his or her grade for the module.
If several partial module examinations are required to complete a module, the unweighted average of the student's grades on all partial module examinations is his or her grade for the module, unless the subject-specific parts of these examination regulations require a weighted average. The student must pass each of the partial module examinations with at least a grade of „sufficient (4.0)“. In calculating the module grade, only the first decimal point is taken into account. All further decimal points are dropped without rounding.

The numeric value of the module grades for modules included in the final grade forms the basis of the final grade for the master examination.

§ 19 Admission to and Registration for the Master Thesis

- (1) To be admitted to the master thesis, the student must
 - be matriculated in the appropriate course of study at the University of Freiburg,
 - have not forfeited his or her right to take examinations, and
 - have earned the amount of ECTS credits required by the subject-specific part of the examination regulations.
- (2) The application for admission to the master thesis must be made in writing to the subject examination committee. The application should include the following:
 - evidence of the prerequisites for admission as described in paragraph 1 and
 - a statement from the candidate indicating whether he or she has previously failed or is currently registered for another master, magister, diplom, or teacher training examination in the field in question or in a related field.
- (3) The application for admission to the master thesis should be made no later than three months after completion of the last partial examination. If the candidate fails to meet this deadline without convincing reasons, his or her first attempt at writing the master thesis is graded „unsatisfactory (5.0)“.
- (4) The decision as to admission is made by the subject examination committee on the basis of the application documents submitted by the candidate. The candidate should be informed as to the decision within four weeks.
- (5) Admission to the master thesis should be denied if
 - the candidate has not fulfilled the requirements listed in paragraph 1,
 - the application is incomplete and the candidate does not submit the missing parts despite being requested to do so, or
 - the candidate has irrevocably failed a master, magister, diplom, or teacher training examination in the field in question or in a related field, or has forfeited his or her right to take examinations in that field, or is currently in another examination procedure.

§ 20 The Master Thesis

- (1) The master thesis is worth 15-30 ECTS credits and is an examination in which the candidate demonstrates that he or she is capable of researching a topic in his or her major field in accordance with scientific methods and presenting the results adequately within a limited period of time.
- (2) Group theses are only acceptable if they are explicitly permitted by the subject-specific appendix B. The individual contribution of each student must be clearly identifiable, assessable, and gradable. ?
- (3) The topic of the thesis is determined by a legitimate examiner as described in § 10 paragraph 2 clause 1. The examination committee may also permit a professor, university lecturer, or private lecturer who is not a member of the candidate's faculty to assign and supervise the thesis if the topic is approved by a professor, university lecturer, or private lecturer from the faculty of the candidate's major field. The examiner who assigns the topic is also responsible for supervising the master thesis. The candidate should be given the opportunity to suggest a topic. The chairperson of the subject examination committee sees to it that the candidate receives a topic no later than six weeks after applying for admission to the master thesis.
- (4) The topic of the thesis is approved by the subject examination committee upon the candidate's admission to the master thesis. The date on which the thesis was assigned and the topic of the thesis are put on record. The period designated for completing the thesis begins when the topic is approved.

- (5) The length of the period designated for completing the thesis is fixed by the subject-specific parts of the examination regulations, as well as the amount of ECTS credits the thesis is worth. The topic and advising should take this time limit into account. In individual cases, the subject examination committee may resolve to extend the period by up to four weeks upon a well-founded request. Such

requests must be submitted to the subject examination committee no later than two weeks prior to the due date of the thesis and must be approved by the supervisor of the thesis. This has no effect on the regulations described in § 27 paragraph 2.

(6) The topic may only be turned down once and only within the first two months after it was assigned. A new topic must be proposed and assigned within four weeks.

(7) The thesis must be submitted to the subject examination committee by the due date. The amount of copies which must be submitted is fixed by the subject-specific regulations. The date on which the thesis was submitted is put on record. If the thesis is not submitted on time, it is marked with a grade of „unsatisfactory (5.0)“ unless the candidate is found to be not at fault for failing to meet the deadline.

(8) When submitting the thesis, the candidate must attest in writing that he or she has completed the thesis without foreign aid using only the sources and materials indicated and that he or she has not submitted the paper as a master thesis on another occasion.

(9) The thesis must be evaluated within six weeks by two examiners in accordance with § 10 paragraph 2 clause 1. As a rule, one of the examiners is the person who assigned the topic. The second examiner is appointed by the subject examination committee with the approval of the first examiner. The thesis is evaluated in accordance with the regulations described in § 18 paragraph 1. The grade of the master thesis is the average of the grades given by the two examiners. The grade is rounded off as described in § 18 paragraph 2 clause 4.

If the grades given by the two examiners differ by more than two full grade points, the subject examination committee appoints a third grader; the subject examination committee then settles on a grade within the range established by the first two examiners.

(10) Unless the subject-specific parts specify otherwise, the master thesis must be written in German. The subject examination committee may permit the candidate to write the thesis in another language if it is certain that there are enough examiners for the evaluation. The candidate must file a request with the subject examination committee including a letter of approval from his or her desired first grader with the application for admission to the master thesis. If the master thesis is written in another language it must include an appendix with a brief summary of the thesis in German.

§ 21 Evaluation of the Master Examination

(1) The master examination is considered passed if all parts of the examination are marked with a grade of at least „sufficient (4.0)“.

(2) The weight of the grades for the individual parts of the examination are described in the subject-specific parts of the examination regulations.

(3) In calculating the final grade, only the first decimal point is taken into account. All further decimal points are dropped without rounding.

The final grade of the master examination is as follows:

for an average under 1.5	outstanding
for an average between 1.6 and 2.5	good
for an average between 2.6 and 3.5	satisfactory
for an average between 3.6 and 4.0	sufficient
for an average above 4.0	unsatisfactory

§ 22 Passing and Failing of Examinations

(1) A partial module examination is considered passed if it has been marked with a grade of at least „sufficient (4.0)“ and if the student has completed the work necessary to earn the ECTS credits for the course (see subject-specific part).

(2) A final module examination is considered passed if it has been marked with a grade of at least „sufficient (4.0)“ and if the student has earned the required ECTS credits in all components of the module (see subject-specific part).

(3) The master thesis and any necessary presentations, colloquiums, or additional tasks (12 paragraph 2) are considered passed if they have been marked with a grade of at least „sufficient (4.0)“.

(4) If a student has not passed an examination during the course of study or another examination of the master examination or if is considered not passed, the subject examination committee informs the student of this fact in writing. This letter must include information on whether, to what extent, and within what period of time the examination may be retaken and whether the student must register again for the retake. The letter must also include instructions on how to make an appeal.

§ 23 Irrevocably Failed

(1) If the student does not pass the retake of an examination as described in § 24 paragraph 1, the examination is considered irrevocably failed.

(2) If a student has irrevocably failed an examination during the course of study or if it has been considered irrevocably failed, the master examination in this field is considered irrevocably failed.

(3) If a student has irrevocably failed the master thesis or any necessary presentations, colloquiums, or additional tasks (§ 12 paragraph 2) the entire master examination is considered irrevocably failed.

§ 24 Retaking Examinations during the Course of Study

(1) Examinations during the course of study which have been marked with a grade of „unsatisfactory (5.0)“ or which have been considered failed may be retaken at least once. The subject-specific parts of the examination regulations may allow additional retakes. The subject examination committee determines whether the student must register for the examination again or whether the original registration as described in § 15 paragraph 4 includes the possibility to retake the examination.

(2) The retake must be held no later than the end of the semester following the failed examination and generally takes place at the same time as other examinations in the following semester. If the student fails to meet this deadline he or she forfeits the right to take the examination unless he or she is found to be not at fault for failing to meet the deadline.

(3) If a student fails an examination earlier than 6 weeks before the beginning of courses in the following semester and the examination is a prerequisite for admission to an examination in the following semester or for a course in the following semester, he or she should be given the opportunity to request for the retake to be held in time to be admitted to this examination or course.

(4) As a rule, retakes cannot be held any earlier than 4 weeks after the student receives his or her grade for the original examination.

(5) A retake which is not held at the same time as other examinations in the semester following that in which the original examination was failed may differ from the form of examination specified in the subject-specific parts of the regulations if this is found to be necessary due to subject-specific considerations. In this case, the student should be informed as to the form of the retake no later than the time at which he or she is informed of the date on which it is to be held.

(6) The subject-specific parts of the examination regulations may allow passed examinations during the course of study to be retaken.

§ 25 Retaking Master Theses/Presentations/Colloquiums/Additional Tasks

(1) A master thesis which has been marked with a grade of „unsatisfactory (5.0)“ or which has been considered failed may be rewritten once. The application for rewriting the thesis must be submitted no later than 2 months after the date on which the student was informed of his or her grade for the first thesis; if the student fails to meet this deadline, he or she forfeits the right to rewrite the thesis unless he or she is found to be not at fault for failing to meet the deadline.

If the master thesis is marked „unsatisfactory“, the chairperson of the subject examination committee sets a deadline by which the candidate must propose a new topic and have it approved. If the candidate fails to meet this deadline, the chairperson of the subject examination committee assigns a topic within two weeks and sets the due date.

The candidate may only reject the topic if he or she did not make use of this possibility for the first master thesis.

(2) An oral presentation which has been marked with a failing grade may be retaken once. The same is true of a colloquium or an additional task (§ 12 paragraph 2). The retake should be held no later than 2 months after the student receives his or her grade; if the student fails to meet this deadline, he or she forfeits the right of a retake unless he or she is found to be not at fault for missing the deadline.

(3) It is not possible to rewrite a master thesis which has received a passing grade.

§ 26 Examination Certificate, Diploma, Certificate

(1) Upon passing the master examination, the candidate receives a certificate showing his or her final grade for the master examination (including a decimal grade), his or her ECTS grade, the modules he or she completed during the course of study, the module grades used for the final grade, and his or her grade on the master thesis. The certificate bears the date of the last examination and is signed by the chairperson of the subject examination committee.

The final grade for the master examination is given one of the following ECTS grades:

- A -	the best 10 %
- B -	the next 25 %
- C -	the next 30 %
- D -	the next 25 %
- E -	the next 10 %

The percentages in this table refer to all final grades given within the last 3 – 5 years. Details are described in the subject-specific parts of the examination regulations.

(2) The candidate may request to receive a copy of his or her transcripts in English. The examination office keeps a file on the student including passing and failing grades, accumulated ECTS credits, and grades for individual examinations and courses.

(3) A diploma supplement is included with the diploma. In addition to the candidate's vital information, this document includes information on the type and "level" of the degree, the status of the University of Freiburg, and detailed information on the study program in which the degree was earned. The diploma supplement is "certified" with a reference to the original documents to which it refers. The last section of the diploma supplement includes a national statement with a description of the German study system.

(4) Upon passing the master examination, the candidate also receives a diploma confirming that the he or she has earned the academic degree of master. The diploma is signed by the chairperson of the subject examination committee. It bears the date of the certificate and the seal of the faculty which issued it.

(5) Candidates who have irrevocably failed their master examination receive a written statement including information on how to make an appeal. If the candidate has irrevocably failed the master examination, he or she may request a written certificate listing the examinations and courses he or she passed and indicating that he or she failed the master examination.

C. Final Clauses

§ 27 Leaves of Absence

(1) Expectant or nursing mothers may apply for a leave of absence as described in the currently applicable Law for the Protection of Expectant and Nursing Mothers (MuSchG). The application must include all documentation necessary to establish the candidate's eligibility for the leave. Leaves of absence for expectant or nursing mothers interrupt all deadlines described in these examination regulations; the leave of absence is simply added to the period stipulated by the regulations.

(2) Candidates may apply for a period of maternity or paternity leave as described in the currently applicable Law for Child Benefits and Maternity and Paternity Leave (BErzGG). The candidate must notify the subject examination committee in writing as to the intended dates of his or her leave no later than four weeks before the leave is to begin and include all documentation necessary to establish his or her eligibility for the leave. The examination committee must check whether the legal preconditions are satisfied which an employee would need to satisfy to receive maternity or paternity leave in accordance with the BErzGG. The examination committee must then promptly inform the examinee of its decision and of any new examination deadlines.

The deadline for completing the master thesis cannot be changed by maternity or paternity leave. Instead, the proposed topic is cancelled and the candidate receives a new topic after his or her maternity or paternity leave.

§ 28 Absence, Withdrawal, Deceit, Violations of Order

(1) An examination is given a grade of „unsatisfactory (5.0)“ if the candidate fails to attend an examination without convincing reasons or if he/she withdraws from the examination without convincing reasons. The same is true if the master thesis or another written examination is not completed by due date unless the candidate is found to be not at fault for failing to meet the deadline.

(2) The candidate must present and substantiate the reason for his or her withdrawal or failure to appear to the subject examination committee immediately and in written form. In the case of an illness of the candidate or of a child or relative under his or her sole care, the committee may request a certificate from a doctor or, in case of doubt, from a doctor appointed by the committee. If the reason is accepted, a new date or deadline is set. In this case, any already completed examinations are included in the candidate's grades.

(3) If the candidate attempts to influence the outcome of an examination by way of deceit or the use of prohibited aids, the examination is marked „unsatisfactory (5.0)“.

(4) A candidate who disturbs an examination may be excluded by the examiner or the supervisor of the examination from the remainder of the examination. In this case the candidate is given a grade of „unsatisfactory (5.0)“ for the examination. In difficult cases the subject examination committee may exclude the candidate from further examinations.

(5) The candidate may request to have decisions made in accordance with paragraph 3 and paragraph 4 clause 1 to be reviewed by the subject examination committee within a period of four weeks after the decision. The subject examination committee must inform candidates of an incriminating decision immediately in writing. The letter must include the reason for the decision and instructions on how to make an appeal. The candidate should be given an opportunity to make a statement before the announcement of a decision.

§ 29 Invalidity

(1) If the candidate is guilty of deceit on an examination and this is discovered after the certificate has been issued, the candidate's grade on the examination may be corrected. If necessary, the examination may be marked „unsatisfactory (5.0)“ and the master examination declared failed.

(2) If it is discovered after the issue of certificates that a candidate did not fulfill the prerequisites for admission to an examination but that he or she did not intend to deceive the examination commission as to this fact, the candidate is redeemed by a passing grade on the examination. However, if a student is found to have intentionally deceived the commission to obtain admission to the examination, the examination may be marked „unsatisfactory (5.0)“ and the master examination declared failed.

(3) The candidate should be given an opportunity to make a statement before the announcement of a decision.

(4) The incorrect certificate is recalled and a new one is issued if applicable. If the master examination has been declared failed due to deceit, the incorrect master diploma is recalled as well.

(5) Decisions as described in paragraph 1 and paragraph 2 clause 2 are only possible within a period of five years from the date on the student's examination certificate.

(6) An academic degree is recalled in accordance with legal regulations.

§ 30 Access to Examination Files

After the end of the master examination procedure the candidate may request to receive access to his or her written examinations, their evaluation by the examiners, and the examination protocols.

Candidates must wait at least 4 weeks after the announcement of the results to receive access to written examinations taken during the course of study or the protocols of these examinations.

The chairperson of the subject examination committee determines where and when the student may have access to the files.

§ 31 Date Effective and Transitional Regulations

(1) These examination regulations are in effect as of October 1st, 2005.

On the same date, the validity of the examination regulations for the master program „Sustainable Forestry and Land Use Management“ from June 26th, 2000 (W.,F.u.K. 2000, page 634), last revised on October 2nd, 2002 (Amtliche Bekanntmachungen, vol. 33, no. 41, page 171 from October 10th, 2002), expires.

(2) Students who are already matriculated in the master program „Sustainable Forestry and Land Use Management“ at the Albert-Ludwig University of Freiburg on the date on which these examination regulations come into effect may elect to complete their studies in accordance with the master examination regulations from June 26th, 2000 (W.,F.u.K. 2000, page 634), last revised on October 2nd, 2002 (Amtliche Bekanntmachungen, vol. 33, no. 41, page 171 from October 10th, 2002). This option is no longer valid as of March 31st, 2008 (date of expiration).

Appendix to the Examination Regulations for the Degree Program Master of Science (M.Sc.)

Special Regulations for Master Programs Planned in Cooperation with Other Universities

§ 1 Master Programs Planned in Cooperation with Other Universities

(1) The subject-specific appendix B of the examination regulations for the M.Sc. may allow for the master program in a specific subject to be organized in conjunction with one or more additional universities in Germany or abroad.

(2) It may also allow for the academic degree to be conferred in conjunction with one or more of the participating universities.

(3) The precondition for these two regulations is a cooperation agreement between the participating universities. This agreement must be approved by the subject examination committee and the faculty council of the appropriate faculty or faculties of the University of Freiburg.

§ 2 The Master Examination

(1) Joint master examinations with other universities are conducted in accordance with the general part of the examinations regulations for the M.Sc unless special regulations are specified in the following.

(2) The subject-specific appendix B of the examination regulations for the M.Sc. specifies the participating university at which students earn credits and take examinations during the course of study as well as the university at which they take their final examination.

(3) If the final examination is conducted at the University of Freiburg, the subject-specific appendix B of the examination regulations for the M.Sc. may stipulate that an examiner from one of the other participating universities be appointed as second grader for the master thesis and that a general final examination or additional task be conducted as a collaborative examination with the participation of an examiner from each participating university. If the final examination is conducted at another university, the subject-specific appendix B of the examination regulations for the M.Sc. may stipulate that an examiner from the University of Freiburg take part in the examination.

§ 3 Requirements for Graduation

To earn the degree of master from the University of Freiburg, students must

- have been enrolled for at least two semesters in the master degree program at the University of Freiburg,
- have earned at least 50 ECTS credits toward the degree at the University of Freiburg,
- have earned either at least 50% of their examination credits during the course of study at the University of Freiburg or have earned at least 20% of their examination credits during the course of study at the University of Freiburg and have written their master thesis and completed any necessary general final examination or additional task at the University of Freiburg.

§ 4 Certificate and Diploma

(1) The master certificate includes the names and signatures of the persons specified by the examination regulations of both universities. In addition to the information described in § 26 paragraph 1 of the examination regulations for the M.Sc., it includes a remark to the effect that the master examination was conducted jointly by both universities as well as information indicating the participating university at which the graduate earned the required study and examination credits. Clauses 1 and 2 are applicable if two master certificates are issued.

(2) The master diploma includes the names and signatures of the persons specified by the examination regulations of both universities as well as the seal of the faculty of the participating faculty or faculties at the other university and that of the faculty at the Albert-Ludwig University of Freiburg. It includes the name of the academic degree, "Master of Science (M.Sc.)", and a remark to the effect that the master examination was conducted jointly by the participating universities. Clauses 1 and 2 are applicable if two master diplomas are issued.

(3) Upon receiving the master diploma, the applicant earns the right to hold the academic degree "Master of Science (M.Sc.)" in the Federal Republic of Germany and the country in which the other participating faculty is located. The master diploma includes an additional remark to the effect that the degree is not considered a foreign academic degree as described in the Law on the Use of Academic Degrees from June 7th, 1939 (RGBl. I p. 985).

Appendix A.

Subject Catalog in Accordance with § 8 Paragraph 1 of the Examination Regulations for the Degree Program Master of Science (M.Sc.)

- 1. Angewandte Informatik**
- 2. Environmental Governance**
- 3. Forest Ecology and Management**
- 4. Informatik**

Appendix B.

Subject-Specific Regulations for the Examination Regulations for the Degree Program Master of Science (M.Sc.)

Environmental Governance

§ 1 Profile of the Degree Program

The master program Environmental Governance is concentrated on research and is not consecutive.

§ 2 Prerequisites for Admission

To be admitted to the master program Environmental Governance, it is necessary to have completed at least a 3 year initial course of study in an appropriate field at a German or foreign institution of higher education with at least above average grades. As a rule, appropriate fields are political science, sociology, law and economics, ethnology, international (developmental) cooperation, agricultural and forest sciences, geography, environmental protection and nature conservation, town and country and environmental planning, environmental management, and the management of natural resources. The equivalency of other academic degrees must be determined by the admissions commission in conjunction with departmental representatives. Details are described in the currently valid version of the admissions regulations for the degree program.

§ 3 English Master Program

The courses of the program are held in English. As a rule, all examinations are also held in English.

§ 4 Internship in Accordance with § 6 of the Examination Regulations

Students of the master program Environmental Governance are required to complete an internship. It should be completed between the courses of the second and third study semesters and must have a duration of at least seven weeks. Students earn 10 ECTS credits for completing the internship. The student must submit valid evidence to have the internship recognized. Details as to the nature and extent of the internship as well as its recognition on the basis of comparable activities are described in the currently valid version of the internship regulations.

§ 5 Subject Examination Committee

(1) All duties and tasks described in § 9 of the examination regulations are performed by the subject examination committee at the Faculty of Forest and Environmental Sciences, which is responsible for all master degree programs offered at the faculty. Duties of the subject examination committee may be allocated to the chairperson.

(2) As a rule, the academic dean of the faculty is also the chairperson of the subject examination committee for the duration of his or her period of office. If further academic deans are appointed, one of them is generally appointed as the chairperson and the other as the assistant chairperson.

§ 6 Master Examination in Accordance with § 12 of the Examination Regulations

The master examination consists of the examinations during the course of study and the master thesis. Further examination credits are not required.

§ 7 Related Fields in Accordance with § 15 Paragraph 2 of the Examination Regulations

The master program Environmental Science does not identify any related fields under § 15 paragraph 2 of the examination regulations.

§ 8 Duration of Oral Examinations in Accordance with § 16 Paragraph 2 of the Examination Regulations

Oral examinations are held as group or individual examinations. They have a duration of at least 15 minutes per candidate, no more than 20 minutes for partial module examinations, and no more than 40 minutes for final module examinations.

§ 9 Duration of Written Examinations in Accordance with § 17 Paragraph 3 of the Examination Regulations

If a module includes written examination credits in the form of written examinations, they generally have a duration of at least 60 minutes and no more than 90 minutes for a module worth 5 ECTS credits and at least 120 minutes and no more than 180 minutes for a module worth 10 ECTS credits.

§ 10 Admission to the Master Thesis

To be admitted to the master thesis, students must be enrolled at least in the 3rd study semester and have earned at least 70 ECTS credits.

§ 11 The Master Thesis in Accordance with § 20 of the Examination Regulations

(1) The master thesis must be completed within a period of 6 months and is worth 30 ECTS credits. As a rule, it must be written in English. The subject examination committee decides in individual cases whether exceptions to this rule are permissible.

(2) The master thesis may also be completed in the form of a group thesis if the individual contributions of each candidate are clearly identifiable and gradable due to the fact that they are clearly separated by sections, page numbers, or other objective criteria. Group theses must also fulfill the requirements described in § 20 paragraph 1 of the examination regulations.

(3) The candidate must submit three bound copies of the master thesis to the examination committee. Candidates may request permission to submit the thesis in another form. The decision is made by the subject examination committee in conjunction with the supervisor of the master thesis.

§ 12 Composition of the Final Grade in Accordance with § 21 Paragraph 2 of the Examination Regulations

The final grade for the master course of study is composed of the weighted average (weighted arithmetic mean) of the student's grades on the examinations of each module and his or her grade for the master thesis. The weights for this final grade are the amount of ECTS credits earned for each module as described in § 14 of this appendix and the amount of ECTS credits earned for the master thesis. The student receives an ECTS grade, which is a percentile of all final grades given within the last five years.

§ 13 Retaking Examinations during the Course of Study in Accordance with § 24 of the Examination Regulations

(1) Final module examinations and partial module examinations for modules with a total of 10 ECTS credits which are marked with a grade of „unsatisfactory (5.0)“ or which are considered failed may be retaken twice. A third retake is not permissible.

(2) To retake an examination for the second time, it is generally necessary to retake the entire course. The second retake should be held at the same time as the first taking of this examination in one of the following semesters.

(3) The master thesis may not be rewritten twice.

§ 14 Curriculum

(1) The master program in the field „Environmental Governance“ includes the following required modules and elective modules, all of which are included in the composition of the final grade. The courses in these modules are generally designed as block courses. They may be organized as lecture courses and/or seminars and/or exercise courses and/or practical courses and/or excursions. The examinations for these modules may take the form of oral examinations and/or written examinations. The type and amount of courses included in a module is made known before the beginning of the course, as well as the type and amount of examination and/or study credits it is worth.

Title of Module	ECTS Credits	Required (R) Elective (E)	Recommended Study Semester
Sustainability and Governance	5	R	1
Global Environmental Changes	5	R	1
Global Societal Changes	5	R	1
Managing Human-Environment Interactions	5	R	1
Regional Studies (Integrated Case Study I)	5	R	1
Economics, Institutions and Environment	5	R	2
Environmental Policy Analysis	5	R	2
Sociology and Psychology of Environmental Knowledge	5	R	2
Ecosystem Management	5	R	2
Student-Organized Event	5	R	3
Research Skills	5	R	3
Rural Development (Integrated Case Study II)	5	R	3
Elective modules under paragraphs 2 and 3	add. 20	E	1 to 3

(2) Elective choices include internal and external electives. As a rule, students must score a total of 20 ECTS credits during the course of study.

Internal electives must amount to a total of 10 to 20 ECTS credits and must be chosen from the following list:

Title of Module	ECTS Credits	Elective (E)	Recommended Study Semester
Knowledge Management and Organizational Learning	5	E	1
Selected Topics in Environmental Governance	5	E	2/3
Environmental Law	5	E	2/3
Environmental Ethics	5	E	2/3
Environmental Conflict Management	5	E	2/3
Corporate Governance	5	E	2/3

In the external area of the electives students may choose modules amounting to a total of 10 ECTS credits from the offers of the following Master of Science Programs of Freiburg University. Students must apply for the modules they have chosen and the subject examination committee decides about the applications.

- M.Sc. Forest Ecology and Management
- M.Sc. Hydrologie
- M.Sc. Forstwissenschaft
- M.Sc. Geographie des Globalen Wandels
- M.Sc. Renewable Energy Management

Forest Ecology and Management

§ 1 Profile of the Degree Program

The master program Forest Ecology and Management is concentrated on research and is not consecutive.

§ 2 Prerequisites for Admission

To be admitted to the master program Forest Ecology and Management, it is necessary to have completed a at least a 3 year initial course of study in an appropriate field at a German or foreign institution of higher education with at least above average grades. As a rule, appropriate fields are agricultural and forest sciences, geography, environmental protection and nature conservation, biology, ecology, and the management of natural resources. The equivalency of other academic degrees must be determined by the admissions commission in conjunction with departmental representatives. Details are described in the currently valid version of the admissions regulations for the degree program.

§ 3 English Master Program

The courses of the program are held in English. As a rule, all examinations are also held in English.

§ 4 Internship

Students of the master program Forest Ecology and Management are required to complete an internship. It should be completed between the courses of the second and third study semesters and must have a duration of a least seven weeks. Students earn 10 ECTS credits for completing the internship. The student must submit valid evidence to have the internship recognized. Details as to the nature and extent of the internship as well as its recognition on the basis of comparable activities are described in the currently valid version of the internship regulations.

§ 5 Subject Examination Committee

(1) All duties and tasks described in § 9 of the examination regulations are performed by the subject examination committee at the Faculty of Forest and Environmental Sciences, which is responsible for all master degree programs offered at the faculty. Duties of the subject examination committee may be allocated to the chairperson.

(2) As a rule, the academic dean of the faculty is also the chairperson of the subject examination committee for the duration of his or her period of office. If further academic deans are appointed, one of them is generally appointed as the chairperson and the other as the assistant chairperson.

§ 6 Master Examination in Accordance with § 12 of the Examination Regulations

The master examination consists of the examinations during the course of study and the master thesis. Further examination credits are not required.

§ 7 Related Fields in Accordance with § 15 Paragraph 2 of the Examination Regulations

The master program Environmental Science does not identify any related fields under § 15 paragraph 2 of the examination regulations.

§ 8 Duration of Oral Examinations in Accordance with § 16 Paragraph 2 of the Examination Regulations

Oral examinations are held as group or individual examinations. They have a duration of at least 15 minutes per candidate, no more than 20 minutes for partial module examinations, and no more than 40 minutes for final module examinations.

§ 9 Duration of Written Examinations in Accordance with § 17 Paragraph 3 of the Examination Regulations

If a module includes written examination credits in the form of written examinations, they generally have a duration of at least 60 minutes and no more than 90 minutes for a module worth 5 ECTS credits and at least 120 minutes and no more than 180 minutes for a module worth 10 ECTS credits.

§ 10 Admission to the Master Thesis

To be admitted to the master thesis, students must be enrolled at least in the 3rd study semester and have earned at least 70 ECTS credits.

§ 11 The Master Thesis in Accordance with § 20 of the Examination Regulations

(1) The master thesis must be completed within a period of 6 months and is worth 30 ECTS credits. As a rule, it must be written in English. The subject examination committee decides in individual cases whether exceptions to this rule are permissible.

(2) The master thesis may also be completed in the form of a group thesis if the individual contributions of each candidate are clearly identifiable and gradable due to the fact that they are clearly separated by sections, page numbers, or other objective criteria. Group theses must also fulfill the requirements described in § 20 paragraph 1 of the examination regulations.

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§ 12 Composition of the Final Grade in Accordance with § 21 Paragraph 2 of the Examination Regulations

The final grade for the master course of study is composed of the weighted average (weighted arithmetic mean) of the student's grades on the examinations of each module and his or her grade for the master thesis. The weights for this final grade are the amount of ECTS credits earned for each module as described in § 14 of this appendix and the amount of ECTS credits earned for the master thesis. The student receives an ECTS grade, which is a percentile of all final grades given within the last five years.

§ 13 Retaking Examinations during the Course of Study in Accordance with § 24 of the Examination Regulations

(1) Final module examinations and partial module examinations for modules with a total of 10 ECTS credits which are marked with a grade of „unsatisfactory (5.0)“ or which are considered failed may be retaken twice. A third retake is not permissible.

(2) To retake an examination for the second time, it is generally necessary to retake the entire course. The second retake should be held at the same time as the first taking of this examination in one of the following semesters.

(3) The master thesis may not be rewritten twice.

§ 14 Curriculum

(1) The master program in the field „Forest Ecology and Management “ includes the required modules and elective modules listed in the following tables, all of which are included in the composition of the final grade. The courses in these modules are generally designed as block courses. They may be organized as lecture courses an/or seminars and/or exercise courses and/or practical courses and/or excursions. The examinations for these modules may take the form of oral examinations and/or written examinations. The type and amount of courses included in a module is made known before the beginning of the course, as well as the type and amount of examination and/or study credits it is worth.

Title of Module	ECTS Credits	Required (R) Elective (E)	Recommended Study Semester
Global Environmental Changes	5	R	1
Managing Human-Environment Interactions	5	R	1
Tree Structure and Function	5	R	1
Applied Environmental Statistics	5	R	1
Soil Ecology and Management	5	R	2
Ecosystem Management	5	R	2
Population and Community Ecology	5	R	2
Methods in Ecosystem Analysis	5	R	“
Natural Hazards and Risk Management	5	R	2
Spatial Information Systems and Eco-Informatics	5	R	3
Forest Resources and Wood Production	5	R	3
Elective modules under paragraph 2	add. 25	E	1 to 3

Elective Course Offerings

(2) Elective choices include internal and external electives. As a rule, students must score a total of 25 ECTS credits during the course of study.

Internal electives must amount to a total of 15 to 25 ECTS credits and must be chosen from the following subject areas:

- Forest Biology
- Forest Ecology and Conservation
- Environmental Inventory, Analysis and Modelling

- Forest and Environmental Management
- Selected Topics

For each subject area modules of 5 ECTS credits are offered. Each module concludes with an exam. Details about the modules and the respective exams will be announced for each study year.

In the external area of the electives students may choose modules amounting to a total of 10 ECTS credits from the offers of the following Master of Science Programs of Freiburg University. Students must apply for the modules they have chosen and the subject examination committee decides about the applications.

- M.Sc. Environmental Governance
- M.Sc. Hydrologie
- M.Sc. Forstwissenschaft
- M.Sc. Geographie des Globalen Wandels
- M.Sc. Renewable Energy Management

Freiburg, March 2009