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**Examination regulations  
for the Master's degree programmes of the Faculty of Medicine and  
Health Sciences of the Carl von Ossietzky University of Oldenburg**

**dated 26.08.2021**

**(1) Unofficial reading version**

On 12.05.2021 and 17.08.2021, the Faculty Council of the Faculty of Medicine and Health Sciences (Faculty VI) approved the eighth change of the examination regulations for the Master's degree programmes of Faculty VI dated 07.09.2020 (AM 061/2020)). On 24.08.2021, these regulations have been approved by the Presidential Chair in accordance with Section 37.1.3(5b) of the Lower Saxony Higher Education Act (NHG).

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## **Section 1**

### **Scope of application**

These examination regulations apply to the Master's degree programmes of Faculty VI for Medicine and Health Sciences of the Carl von Ossietzky University of Oldenburg.

## **Section 2**

### **Study objectives**

As a rule, the Master's degree programmes are research-oriented and designed to give students a comprehensive and in-depth knowledge of their chosen subjects. The objective of the Master's programmes is to prepare students for a professional career and to lay the basis for a doctorate or PhD. Students learn to analyse subject-related issues in an interdisciplinary manner, to work responsibly and scientifically, and to present their findings coherently. To promote students' ability to solve complex scientific problems, emphasis is placed on the development of creativity, original thinking and interdisciplinary cooperation skills. In addition, graduates must be capable of communicating their knowledge, conclusions and rationally justified hypotheses effectively to experts as well as a general audience.

## **Section 3**

### **University degree**

When all the examination components have been successfully completed, the Faculty of Medicine and Health Sciences of the Carl von Ossietzky University of Oldenburg awards the degree of Master of Science (M.Sc.). Degree certificates are issued by the Faculty of Medicine and Health Sciences in German and in English (Appendices 1a and 1b), bearing the date of the academic transcript.

## **Section 4**

### **Purpose of the examinations**

The purpose of the module examinations and the Master's thesis is to establish whether the student has gained sufficient specialized knowledge to enter into professional practice, has a good grasp of subject-related contexts, and possesses the ability to successfully apply scientific knowledge in practice and work in a scientific manner. The Master of Science programmes are concluded with Master of Science degree examinations which qualify graduates for professional activity. The examination requirements ensure a high standard of education in view of the standard period of study as well as the current state of scientific knowledge and the requirements of professional practice.

## **Section 5**

### **Duration, scope and structure of the academic programme, part-time study**

(1) As a rule, a Master's programme must be completed in 4 semesters, i.e. two academic years (the standard period of study). The credit points for the Master's programme amount to a total of 120 ECTS. Exceptions are covered in the course-specific appendices.

(2) Students can apply to study part-time in accordance with the currently applicable regulations for part-time studies at the Carl von Ossietzky University of Oldenburg, provided that this is permitted according to the course-specific appendix for the degree programme concerned.

(3) The curriculum is to be arranged in such a way that students can

- a. successfully complete the examinations which are part of the course,
- b. complete parts of their studies at another university or institution for higher education in Germany or abroad, and
- c. write and defend their Master's thesis by the end of the standard period of study.

(4) The Master's programme consists of modules relating to the chosen field of study and in some cases, modules relating to other fields, as well as the final Master's module, which amounts to 30 ECTS. As a rule, the modules contain components which are interdisciplinary and qualify students for professional activity. Modules may also be completed at other universities or institutions for higher education in or outside Germany. Prior to

taking those external modules the examining board must establish the equivalence to in-house modules. The structure of each Master's programme is described in the course-specific appendices.

## **Section 6**

### **Examining board, examinations office**

- (1) For each degree programme, an examining board is established to organize the examinations and implement the tasks allocated by these examination regulations. The members and deputy members of the examining board are appointed by the Faculty Council. The examining board consists of five members with voting rights, namely three professors or junior professors, a research associate actively involved in teaching, and a student following the degree programme concerned. With regard to the assessment and crediting of examination results, the student member only has an advisory vote. The members of the examining board elect a chair and a vice-chair. The chair must be a professor or junior professor, while the vice-chair can be a (junior) professor or lecturer or a research associate active in teaching. In the case of cooperative courses, participation of the partner university is stipulated in the course-specific appendices.
- (2) The examining board ensures that the legal provisions of the Lower Saxony Higher Education Act (NHG) and these examination regulations are complied with. The examination records are administered by the examinations office.
- (3) The examining board takes decisions by a majority of valid votes cast. Abstentions do not count as votes cast. In the event of a tied vote, the chair has the casting vote. The examining board has a quorum if the majority of its members, including the chair or vice-chair and another member who is a professor or junior professor, are present.
- (4) The members of the Examination Committee are appointed for a term of two years, the student member for one year. The term in office begins on April 1st and generally ends when the term in office is over. Members can be re-elected.
- (5) The examining board can adopt its own rules of procedure. Minutes are taken on the meetings of the examining board, which record the main topics of discussion and decisions taken by the examining board.
- (6) The examining board can transfer revocable powers to the chair or vice-chair. The chair will be supported by the relevant examinations office in all administrative procedures ensuing from these examination regulations.
- (7) The members of the examining board have the right to attend examinations as an observer.
- (8) Examining board meetings will not be public. Members of the examining board and their representatives are bound to secrecy concerning their office. Insofar as they are not in public service, they are to be bound to secrecy by the chair or vice-chair.
- (9) The examining board must notify students of the examination regulations applicable to them in an appropriate form.
- (10) The examining board can rule that decisions and other measures taken in accordance with these examination regulations, particularly regarding the registration deadlines and examination dates, examination deadlines and results, are made public within the university in compliance with provisions for data protection.

## **Section 7**

### **Examiners**

- (1) The module examinations are conducted by specialists in the subject of the degree programme and authorized examiners from this or another university. Examinations may be conducted by retired professors or professors who have dispensation. Subject to the approval of the responsible examining board, persons with experience in professional practice may also be appointed as examiners.
- (2) Entitlement to conduct module examinations or for subject areas to be examined will be granted by the Faculty Council. Module descriptions will inform the students about the names of examiners. Current lists of examiners will be made available to the examinations office at the beginning of each semester.
- (3) Examiners must have a degree that is at least equal or equivalent to the degree being examined.
- (4) As a rule, module examinations are assessed by one examiner. Examinations that may result in the student

definitely failing the Master's examination must be assessed by two examiners. For modules taught by a number of tutors, examinations may be conducted by several examiners.

## **Section 8**

### **Crediting of examination results**

(1) Periods of study that include vocational activities in the same or a related degree programme at a university or equivalent institution for higher education in Germany or another European country will be credited without a special equivalence assessment. Examination components of modules can only be credited if they correspond fundamentally to the modules in the corresponding examination regulations regarding both content and scope. Students must submit the documents required for crediting examination results in German or English.

(2) Periods of study that include vocational activities and examination performances within a different degree programme will be credited at the request of the student insofar as there are no fundamental differences regarding the acquired skills. The situation as a whole must be taken into account in deciding whether modules are to be credited. The level, scope, quality, profile and learning results must be assessed. Any fundamental difference will be verified by the university. Students must submit the documents for crediting examination results in German or English. More factual and legal information can be obtained (in German) from the information portal for the recognition of foreign educational attainments (anabin). Different rules concerning credits based on agreements with foreign universities will remain unaffected.

(3) Performances outside the university (e.g. vocational activities, examinations from related training courses and further education) may be credited (up to a maximum of 50% of the expected credits in the Master's programme) on condition that the requisite scientific or academic basis and equivalence are met. If there is insufficient evidence, a knowledge test may be required.

(4) Where examination performances are credited, the grades and credits will be adopted. In the case of different scope or grading scales, the examining board will decide on conversion. If grading systems are incomparable, an equivalence assessment will be performed by specialists in the relevant subject area. Credited performances will be marked as such in the academic transcript.

## **Section 9**

### **Admission to modules and module examinations**

(1) Modules can be taken by students enrolled in a Master's programme at the Carl von Ossietzky University of Oldenburg as long as the grounds for exclusion in Section 20.3.3 do not apply. Students taking a module will be admitted to all examinations relating to the module.

(2) In the event of follow-on degree programmes, students of corresponding Bachelor's programmes can submit a founded application to take Master's modules and examinations ahead of time up to a total of 30 ECTS, as long as they have gained at least 120 ECTS in the Bachelor's programme. The examining board responsible will decide on the application in accordance with clause 3. Modules cannot be credited twice.

(3) Registration for module examinations takes place as prescribed by the module descriptions. Students may withdraw from an examination within the registration period without giving reasons to the examinations office. A withdrawal from partial examination performances is not possible. After that, withdrawal is only possible if valid reasons are given and accepted. Withdrawal will not be possible if an inability to take the exam or another valid reason for withdrawal was already known or could reasonably be expected to have been known at the start of the examination.

(4) Each module is concluded with a module examination.

(5) The examinations pertain to the modules and take place during the study period. As a rule, they must be completed by the end of the semester in which the last class or lecture pertaining to the module was attended.

(6) A module may require the prior completion of another module.

(7) Course-specific appendices may specify that the admission to module examinations or the granting of credit points depend on regular attendance and/or on active participation in one or several courses of the module, if attendance or active participation is necessary to reach the goal of the course. These courses must teach contents based on practical or demonstrative methods or primarily in dialogue between students and teachers (exercises and seminars). Active participation is an ungraded course achievement. Course-specific appendices need to regulate clearly which mandatory criteria and requirements must be met to ensure that the active participation and/or the regular attendance requirements are complied with.

## **Section 10**

### **Structure and content of the modules**

- (1) The course-specific appendices to these examination regulations specify the scope and examination components for the modules to be completed in the corresponding Master's programmes.
- (2) When the curriculum is announced, descriptions will be made available for each module. Module coordinators are responsible for the content and coordination of the course units within each module. As a rule, a module coordinator may be any professional with a doctoral degree and teaching obligations at the University of Oldenburg or a university that is allied to the University of Oldenburg through cooperation agreements.
- (3) In well-founded exceptional cases and upon approval of the study committee and module coordinator the type and number of courses as mentioned in the course-specific appendices might be changed when the curriculum is announced,

## **Section 11**

### **Types of module examinations**

- (1) The types and numbers of the module examinations are laid down in the course-specific appendices. Module examinations may take the following forms:
  1. Written examination (11.5),
  2. Oral examination (11.6),
  3. Formal presentation (11.7),
  4. Term paper (11.8),
  5. Practical exercise (11.9),
  6. Project report (11.10),
  7. Internship report (11.11),
  8. Portfolio (11.12),
  9. Presentation (11.13),
  10. Report (11.14),
  11. Other types of examination (11.15).
- (2) Module examinations in the form of group work are permitted. In that case, the examination component to be assessed for each individual student must meet the requirements set for the examination as well as being clearly defined and assessable as an individual examination component, e.g. on the basis of chapters, page numbers or other objective criteria.
- (3) The form of the module examination must reflect the competences taught in the module. If requested, an explanation must be given of the assessment of the examination performance, with reference to the considerations on which the assessment is based.
- (4) A module examination may consist of multiple assessed components completed in course units associated with the module.
- (5) In a written examination, the examinee must show, under supervision, that he or she can carry out an assignment in a limited period of time, with the resources provided, and in accordance with the current methods applicable for the subject area. The duration of a written examination is laid down in the course-specific appendices.
- (6) The duration of an oral examination is also specified in the course-specific appendices. The main content of an examination and the assessment of performance in the examination are to be recorded in minutes.
- (7) A formal presentation consists of:
  1. an independent and in-depth written analysis of a problem from the context of the course unit, including and evaluating appropriate literature, and
  2. presenting the work and conveying the results in the talk and subsequent discussion.
- (8) A term paper is an independent in-depth written assignment that is either interdisciplinary or specific to the study programme. The scope and content of a term paper is specified in the course-specific appendices.

(9) A practical exercise consists of practical experiments with written reports (e.g. test records) or a test procedure and evaluation, or exercises or programming tasks. The scope and content of practical exercises are specified in the course-specific appendices.

(10) A project report consists of a written experimental, documentary, representational or practical scientific assignment (project). The scope and content of a project report are specified in the course-specific appendices.

(11) An internship report consists of a written documentation of assignments completed in an internship within or outside the university and includes a critical evaluation that clearly shows how the assignments were carried out. The scope is stipulated in the course-specific appendices.

(12) A portfolio comprises a set number of components (e.g. a report, handout, review, learning diary, short presentation, exercises and short test). The scope and number of components in a portfolio are specified in the course-specific appendices. A portfolio may not contain examination components as referred to in Section 11.1, numbers 1 to 7. Portfolios are assessed as a whole.

(13) A presentation is a talk about a topic relating to the current state of scientific knowledge and using suitable methods and means (e.g. an oral presentation with Powerpoint slides or based on a poster).

(14) A report is an examination component consisting of an independent written or graphic documentation of the contents of a course unit.

(15) Other types of examinations, such as internet projects, learning journals and learning assessments, are possible in addition to the above-mentioned module examinations if defined in the course-specific appendices.

(16) The course-specific appendices may stipulate that a grade given for a module examination can be improved on based on a defined performance (bonus arrangement). The grade of 1.0 can be achieved independently of the bonus. A bonus cannot improve a failed module examination.

(17) The course-specific appendices specify the type of examination for each module. The module descriptions lay down in detail how the examinations are organized.

(18) If a student demonstrates that he or she is unable to take module examinations in time, either entirely or in part, due to prolonged or permanent physical circumstances, e.g. a disability or due to maternity leave provisions or the need to look after a child of his or her own, the examining board must allow the student to take equivalent module examinations in another form.

## **Section 12 ECTS credit points**

(1) ECTS credit points are awarded on the basis of module examinations passed. They reflect the average workload in time, including presence in classes and lectures, which is required to pass the module examinations. One credit point corresponds to 30 hours of effort, insofar as not contradicted by international agreements. The allocation of ECTS credit points to the module examinations and the Master's thesis is specified in the course-specific appendices.

(2) As a rule, 30 ECTS are allocated per semester. As a rule, the size of a module should neither fall below 6 ECTS nor exceed 15 ECTS.

(3) The examinations office keeps a credit point account for each student. Students can view the state of their credit point account subject to the organizational and data protection regulations.

## **Section 13 Assessment of the module examinations and the Master's thesis**

(1) Each module examination is assessed and, as a rule, graded in accordance with Sections 13.2 and 13.3. If a module examination or a partial examination is not graded, it must be assessed as 'passed' or 'failed'. The Master's thesis is graded in accordance with Sections 13.2 and 13.3. A module examination has been passed if at least the grade 'satisfactory' is attained. The assessment must be made by the examiners and communicated to the examinations office within five weeks. Module examinations up to a maximum of 15 ECTS and partial examinations within a module will not be graded if this is stipulated in the course-specific appendices.

(2) The following grading scale will be used:

|                 |   |
|-----------------|---|
| 1= very good    | outstanding performance   |
| 2= good         | above average performance   |
| 3= satisfactory | average performance in all respects   |
| 4= sufficient   | the basic standards have been met but with a number of shortcomings             |
| 5= insufficient | the performance does not meet the requirements due to considerable shortcomings |

For a differentiated assessment, grades can be raised or lowered by 0.3 (grades of 0.7; 4.3; 4.7 and 5.3 are not possible).

(3) If a module examination consists of multiple assessed components, the overall module grade is the weighted arithmetic average of grades for the examination as established in the module descriptions. If the course-specific appendices do not specify any weighting of partial examinations, the partial examinations will be weighted in equal parts. All of the assessed components must be passed.

The grades are as follows:

|  |              |
|--|--------------|
| with an average up to 1.50                     | very good    |
| with an average of over 1.50<br>and up to 2.50 | good         |
| with an average of over 2.50<br>and up to 3.50 | satisfactory |
| with an average of over 3.50<br>and up to 4.00 | sufficient   |
| with an average of over 4.00                   | insufficient |

When grades are calculated in accordance with Section 13.3, only the first two decimal places are taken into account. Other places are deleted without being rounded off upwards or downwards.

(4) The final absolute grade will be listed together with an ECTS grade, which shows a relative assessment. The ECTS grade demonstrates how a student has performed in relation to other students in the same degree programme. Successful students are awarded the following grades:

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

The ECTS grade is determined on the basis of the final grades from all graduates of the degree programme obtained in the last six semesters before the date of completion of the study. An ECTS grade is provided when there are at least 20 graduates.

#### **Section 14 Absence, withdrawal and fraud**

(1) An examination component is deemed failed if a student, without valid grounds,

1. fails to appear on the date of an exam
2. withdraws after the start of the exam
3. does not resit it within the designated time limit.

(2) The examining board must be notified without delay of any valid grounds for withdrawal or absence, in writing



and together with satisfactory evidence. The examination component will otherwise be assessed as 'failed'. In the event of illness, a doctor's certificate must be submitted. If the reason or reasons given are accepted, a new deadline or examination date will be set. As a rule, this will be the next regular examination date. In this case, existing examination results will remain valid.

(3) If a student attempts to influence the result of his or her performance in an examination by means of fraud or by using unauthorized means, the examination will be graded as 'failed'. Individuals who have violated the examination regulations may be barred from continuing the examination component concerned. In that case, the examination performance will be graded as 'failed'. Before the examining board takes a decision according to Sections 14.1 and 14.2, the student will be given the opportunity to be heard. The student may continue the examination until the examining board has taken a decision, unless the invigilator decides that it is necessary to provisionally exclude the student in the interests of proper conduct of the examination. In particularly serious or repeated cases of fraud, the examining board may prevent the student from continuing the Master's programme. In this case, the Master's programme will be definitively failed.

(4) If the deadline for an examination component is not met, and no valid reasons are given, the examination component will be assessed as 'failed'. Paragraph 2, clauses 1 to 4, will apply accordingly. In cases in which there are valid reasons for not meeting a deadline, the examining board will decide whether the deadline for the module can be extended or a new task will be given, taking into account the principles of equal opportunity and the precedence of academic achievements over compliance with procedural rules.

## **Section 15**

### **Resits of module examinations, free attempt**

(1) Failed module examinations may be sat twice more. If a module examination is assessed as 'failed' after the second resit, it will be rated as definitively failed. In the case of resits, the examination component concerned may be completed in a different form in consultation with the module coordinator.

(2) If a module examination in a compulsory module is assessed or rated as 'failed' after a second resit, the Master's degree will be definitively failed. The Master's degree will also have been failed definitively if three compulsory elective module exams have been definitively failed after exhaustion of all opportunities to resit them.

(3) First resits will be taken during the course of the next semester at the latest. Subsequent resits must be taken no later than during the course of the next academic year.

(4) Unsuccessful attempts to take examination components in the same degree programme or in one of the chosen subjects at another university or equivalent institution for higher education in the Federal Republic of Germany or another European country will be considered as resits under Section 15.1.

(5) If the course-specific appendices for the degree programme do not stipulate otherwise, written exams taken on the first possible date within the standard period of study may, on request, be repeated once within one year as a free attempt with a view to achieving higher grades (free attempt to improve grades). If a date is not available in that year, the next possible date will apply. Each time, the best result will count. Equally, written examinations failed at the first possible opportunity may be regarded as not having been sat (free attempt), provided this is not excluded by the appendices specific to the degree programme. Resits are precluded from a free attempt and a free attempt to improve grades. Free attempts may be limited according to provisions in the course-specific appendices. In the case of Section 14.3, a free attempt will not apply.

## **Section 16**

### **Transcripts of records and statements**

(1) As soon as a Master's examination has been passed, a transcript of records will be issued in English and in German (Appendix 2a and b). The date shown on the transcript will be the date on which the last module examination was passed. The transcript will be accompanied by an overview of the module examinations passed and a Diploma Supplement (Appendix 3a and b).

(2) If a Master's programme is definitively failed, the chair of the examining board will issue a document to this effect.

(3) If a student leaves the university or switches to a different course of study, a statement will be issued that shows the examination components completed and the grades and ECTS obtained. In case of clause 2 the statement will note that the specific Master's programme was definitely failed.

**Section 17**  
**Invalidity of examination results**

- (1) If a student has committed fraud during an examination and this does not become known until after a transcript is issued, the examining board may adjust the grades retroactively for the examination components concerned and declare the examination to be totally or partly failed.
- (2) The student will have the opportunity to discuss the matter with the examining board before a decision is taken.
- (3) The incorrect transcript will be confiscated and replaced by a correct transcript or statement. Together with an incorrect examination transcript, the Master's degree certificate must also be confiscated if the examination is graded as failed on the grounds of fraud.

**Section 18**  
**Access to examination records**

On request, after completing a module examination or the Master's thesis, a student will be entitled to view the written examination papers, the examiner's comments, and the examination records. Such a request must be made to the examining board within a year of notification of the grades, or notification that the student has failed the examination. The examining board will determine the place and time of the inspection.

**Section 19**  
**Case-by-case decisions**  
**Appeal procedure**

- (1) Negative decisions and other unfavourable administrative acts based on these examination regulations are to be announced in accordance with Section 41 of the Administrative Procedures Act. Appeals can be lodged with the examining board against decisions concerning examination grades in accordance with Section 68 et seq. of the Code of Administrative Court Procedure (VwGO)
- (2) The examining board will take a decision on the appeal.
- (3) Before taking a decision, the examining board will inform the examiner of the appeal so that he or she can review the grading and form an opinion. If the examiner changes the grading as a result of the appeal, the examining board will uphold the appeal and change the decision accordingly. Otherwise, the examining board will review the decision on the basis of the examiner's opinion, in particular to see whether
  - 1) the examination was conducted in a proper manner
  - 2) the grading was based on incorrect information
  - 3) general marking principles were not adhered to
  - 4) an acceptable solution substantiated by consistent and sound arguments was judged incorrect
  - 5) the examiner was influenced by irrelevant considerations.

The same applies if an appeal is lodged against grading by more than one examiner.

- (4) The examining board will appoint an expert for the appeal procedure at the student's request. This expert must be qualified in accordance with Section 7. The student and the expert will have the opportunity to make comments before a decision is taken, in accordance with Sections 19.2 and 19.6.
- (5) If the examining board, in the event of a breach as listed in Section 19.3.1-5, has not already upheld the appeal at this stage of the procedure, or if the student puts forward concrete, substantial objections to the results of specific examinations without the examiner altering his or her decision accordingly, the examination components will be reassessed by examiners who have not been involved in the examination in question, or the oral examination will be repeated.
- (6) The examining board will decide on the appeal within a month. If the examining board does not uphold the appeal or if the examination is not reassessed or repeated, the Faculty Council of the Faculty for Medicine and

Health Sciences will take a decision on the appeal. An appeal procedure may not lead to a lowering of the examination grade.

## **Section 20**

### **Admission to the Master's thesis**

- (1) For admission to the Master's thesis, students must be enrolled in the corresponding Master's programme at the Carl von Ossietzky University of Oldenburg and have proved that they have the necessary knowledge to undertake the Master's thesis by successfully completing modules with a student workload of at least 60 ECTS. The course-specific appendices may contain different provisions.
- (2) Applicants for admission to the Master's thesis must submit the following documents:
  - a. a proposal for the two examiners
  - b. a proposal for the thesis topic which has been proposed by one of the nominated examiners
  - c. a declaration as to whether a Master's examination or parts of such an examination or another examination in the same subject area at a university or equivalent institution for higher education in Germany or another European country has been definitively failed or whether the student is currently involved in an examination procedure.
- (3) The examining board will decide on admission. Admission will be denied if:
  - 1) the admission requirements are not met
  - 2) the documents provided are incomplete
  - 3) another examination has been definitively failed in the chosen subject area within the same degree programme at another university or equivalent institution for higher education in Germany or another European country.

## **Section 21**

### **Master's thesis module**

- (1) The Master's thesis must show that a student is capable of working on a problem from the chosen subject of study independently, within a fixed period of time and on the basis of scientific methods. The subject and assignment of the Master's thesis must correspond to the purpose of the examination (Section 4) and the allowed period of time for the thesis (Section 21.5). The nature of the assignment and its implementation must be established when the topic is assigned. A topic can only be returned once, and only within the first two months of the allowed period of time.
- (2) The topic of the Master's thesis may be set by any professor or junior professor of the Faculty of Medicine and Health Science of the Carl von Ossietzky University of Oldenburg who is involved in teaching the Master's programme in question. With the approval of the examining board, the topic may also be set by other authorized examiners in accordance with Section 7.1, in which case the second examiner must be a professor or junior professor of the Faculty of Medicine and Health Science of the Carl von Ossietzky University of Oldenburg who is involved in teaching the corresponding Master's programme. In deviation from sentence 2, the responsible examination board may, in individual cases, allow the Master's thesis to be assessed by two full-time lecturers who are not professors.
- (3) The topic will be determined by the first examiner following consultation with the student. Upon application by the student, the examining board will ensure that the student is assigned a topic in time. The topic will be assigned via the chair of the examining board; the assignment of the topic will be put on record. Upon assignment of the topic, the examiner who has set the topic (the first examiner), and the second examiner are appointed. While the Master's thesis is being written, the student will be supervised by the first examiner. If the Master's thesis is written at an organisation outside of this university and supervised or evaluated by an external examiner at the organisation in question, the approval of the examining board will be required.
- (4) As a rule, the Master's thesis must be written in German or in English (subject to further provisions in the course-specific appendices). On request, it may be possible for the thesis to be written in a different language, provided both of the examiners agree.

(5) The time spent on the Master's thesis corresponds to the number of ECTS (30). 27 ECTS are awarded for writing the Master's thesis and 3 for the final colloquium, unless stipulated otherwise in the course-specific appendices. As a rule, the Master's thesis must be submitted within six months of assignment of the topic. On a case-by-case basis, a well-founded application can be made to the examining board to extend the period available for completing the Master's thesis by up to two months.

(6) When the Master's thesis is submitted, the student must give assurance in writing that he or she produced the thesis independently and without using any sources and aids than those stated, and that the general principles of academic work and publications as laid down in the Guidelines for good scientific practice of the Carl von Ossietzky University of Oldenburg (*Leitlinien guter wissenschaftlicher Praxis der Carl von Ossietzky Universität Oldenburg*) have been followed.

(7) The Master's thesis must be submitted to the examinations office by the due date; the time of submission will be recorded.

(8) As a rule, the thesis will be assessed by the two examiners within eight weeks of its submission.

(9) In the final oral colloquium which may be attended by members of the university, the student is required to present the results of the Master's thesis, thereby demonstrating that he or she is capable of dealing with interdisciplinary and problem-oriented issues relating to the subject concerned in a scientific manner and is capable of presenting the knowledge gained clearly and comprehensibly.

(10) As a rule, the final colloquium must be held by the examiners at the end of the Master's thesis colloquium, and must not exceed 60 minutes. Exceptionally, the examining board may decide that the second examiner is to be replaced by another examiner.

(11) The grade for the final Master's module is based on the two module components and weighted in accordance with the ECTS (90% for the Master's thesis and 10% for the final colloquium).

## **Section 22** **Resubmission of the Master's thesis**

(1) If a Master's thesis counts or is assessed as 'failed', it may be resubmitted once. A second resubmission is not possible. If a Master's thesis is resubmitted, the topic can only be returned if this option was not used for the first Master's thesis.

(2) The new topic for the Master's thesis must be assigned within an appropriate period, usually within three months after the first thesis is assessed.

## **Section 23** **Final result**

(1) The Master's programme is considered to have been concluded successfully when 120 ECTS have been gained in accordance with the course-specific appendix for these examination regulations, and all module examinations including the Master's thesis have been passed.

(2) To determine the final grade in accordance with Section 13.3, a weighted grade point average is established for the Master's programme. To this end, the grades for the separate module examinations graded according to Section 13.2, including the Master's thesis module, are multiplied by the ECTS credit points for each module. The total of the weighted grades is then divided by the ECTS total.

(3) The final grade will be given the title 'passed with distinction' if the overall result according to Section 13.3 is between 1.0 and 1.1.

Please refer to the official German version for the following appendices.

Appendix 1a

Degree certificate (in German) for the passed Master's examination (M.Sc.)

Appendix 1b

Degree certificate (in English) for the passed Master's examination (M.Sc.)

Appendix 2a

Academic transcript (in German) for the Master's examination (M.Sc.)

Appendix 2b

Academic transcript (in English) for the Master's examination (M.Sc.)

Appendix 3a

Diploma supplement

Appendix 3b

Diploma supplement: Information on the German higher education system

## **Appendix 4**

### **Course-specific appendix for the degree programme in Neurocognitive Psychology**

#### **Supplement to Section 2 Study objectives**

The complexity of psychological processes often requires an interdisciplinary approach. A mastery of scientific and mathematical principles is a further prerequisite for successful psychological practice. The international nature of the scientific community requires that good communication skills are acquired as well as a sound knowledge of the subject matter. Structured thinking driven by hypotheses, communication skills and social competences forms the basis for successful practice in science. Students with an application-oriented professional goal need to develop an understanding of the everyday working life of a psychologist, which can be gained through an internship.

Students gain the following competencies/skills:

- 1) expert (neuro)psychological / neurophysiological knowledge
- 2) interdisciplinary knowledge & thinking
- 3) experimental neuropsychological/neuroscientific methods
- 4) statistics & scientific programming
- 5) data presentation & discussion
- 6) independent research
- 7) scientific literature
- 8) scientific English / writing
- 9) ethical evaluation / good scientific practice / professional behaviour
- 10) critical & analytical thinking
- 11) scientific communication skills
- 12) knowledge transfer
- 13) group work
- 14) project & time management

#### **Supplement to Section 5 Duration, scope and structure of the academic programme, part-time study**

On 4: The Master's programme comprises:

- Modules with a student workload of 90 ECTS, 6 of which may be from non-psychology subjects (psy141 Minor) and
- The Master's thesis module (30 ECTS).

#### **Supplement to Section 7 Examiners**

On (5) Examiner and co-examiner: Both, the examiner and the examinee may request that a co-examiner be present during oral examinations. In that case, the co-examiner must have a qualification that is at least equal or equivalent to the qualification established by the examination.

#### **Supplement to Section 9 Admission to modules and module examinations**

On (7): Active participation is mandatory for the granting of credit points in courses that teach contents based on practical or demonstrative methods or primarily in dialogue between students and teachers (exercises and seminars). Active participation is an ungraded course achievement. Active participation comprises the following: at least 70% attendance, participation in discussions, preparation of classes with provided materials. Depending on the course, additional work may be required, e.g. presentations, handing in exercises, or programming exercises. The criteria for active participation in the individual modules are listed in the table in the supplement to Section 10. They will also be announced at the beginning of the courses that belong to the respective module. The teacher, where necessary in correspondence with the contact person of the module, decides whether the active-participation criteria are met.

## Supplement to Section 10 Structure and content of the modules

### a) Table of Modules

Modules are the study units of the degree programme and are composed of the type and number of the courses as specified in the table of modules. Credits are granted for the successful completion of a module.

| Name of Module                                      | Credit Points | Type of Module      | Type and Number of Courses                                      | Type and Number of Module Exams   | Criteria for fulfilling the active participation requirement according to Section 9.7 and additional mandatory course work |
|---|---------------|---------------------|---|---|--|
| psy111<br>Research methods – Statistical Modeling   | 6             | Compulsory          | L, S  | 1 exam:<br>Written exam   | S  |
| psy112<br>Research methods I – Statistical Learning | 6             | Compulsory          | L, S  | 1 exam:<br>Oral examination   | S  |
| psy121<br>Psychological assessment and diagnostics  | 12            | Compulsory          | 2 L, 2 S  | 1 exam:<br>90% Practical exercise (Option A: development of a diagnostic question, implementation of 2-4 tests, integration and comparison of the information, and a test report of 10-15 pages; option B: development of a test construction question, implementation of a test analysis, and a test development protocol of 10-15 pages). | 2 S<br>10 exercises;<br>2 presentations (speeches)   |
| psy130<br>Communication of scientific results       | 6             | Compulsory          | S, C  | 1 exam:<br>Presentation (speech)  | S<br>active participation of 8 colloquia   |
| psy141<br>Minor                                     | 6             | Compulsory          | Determined by the respective minor subject (passed, not graded) |   |  |
| psy150<br>Clinical Psychology                       | 9             | Compulsory elective | L, 2 S  | 1 exam:<br>Written exam   | 2 S<br>Presentation (speech)   |
| psy170<br>Neurophysiology                           | 6             | Compulsory elective | L, S  | 1 exam:<br>Written exam   | S<br>Independent recording of electroencephalographic data   |

|  |    |                        |                |  |  |
|--|----|------------------------|----------------|--|--|
| psy181<br>Neurocognition                       | 6  | Compulsory<br>elective | L, 2 S         | <u>1 exam:</u><br>Written exam   | S<br>Presentation (speech)   |
| psy190<br>Sex and<br>Cognition                 | 6  | Compulsory<br>elective | L, S           | <u>1 exam:</u><br>Presentation (speech)  | S  |
| psy201<br>Neuropsychology                      | 6  | Compulsory<br>elective | L, 2 S         | <u>1 exam:</u><br>Written exam   | S<br>Presentation (speech)   |
| psy210<br>Applied<br>Cognitive<br>Psychology   | 6  | Compulsory<br>elective | L, S           | <u>1 exam:</u><br>Written exam   | S<br>1-2 Presentations (speech)  |
| psy220<br>Human<br>Computer<br>Interaction     | 6  | Compulsory<br>elective | L, S           | <u>1 exam:</u><br>Oral exam  | S<br>1-2 Presentations (speech)<br>max. 24 programming<br>exercises in seminar |
| psy230<br>Neuromodulation of<br>Cognition      | 6  | Compulsory<br>elective | L, S           | <u>2 exams:</u><br>80% Presentation (speech)<br>20% written test   | S<br>max. 1 additional presentation  |
| psy240<br>Computation<br>in Neuro-<br>science  | 9  | Compulsory             | 2 L, S, 2<br>E | <u>1 exam:</u><br>Written exam   | S<br>Script for the presentation on<br>experimental stimuli                    |
| psy251<br>Internship                           | 12 | Compulsory             | I              | <u>2 exams:</u><br>Presentation (speech)<br>(passed, not graded) and<br>internship report of 2-3 pages<br>(passed, not graded) |  |
| psy260<br>Practical<br>project                 | 9  | Compulsory             | I              | <u>2 exams:</u><br>70% seminar work<br>(experimental scientific-<br>practical work), 30%<br>presentation (poster)              |  |
| psy270<br>Functional<br>MRI Data<br>Analysis   | 9  | Compulsory<br>elective | S              | <u>1 exam:</u><br>Oral or written exam   | S<br>1-2 presentations (speech)  |
| psy280<br>Transcranial<br>Brain<br>Stimulation | 6  | Compulsory<br>elective | L, S           | <u>1 exam:</u><br>Presentation (speech)  | S  |



|  |    |            |   |  |  |
|--|----|------------|---|--|--|
| Psy285<br>Study<br>Abroad I -<br>Psychology/<br>Neuroscience | 6  | Elective   | according to the regulations of the respective foreign university | according to the regulations of the respective foreign university  |  |
| Psy286<br>Study<br>Abroad I -<br>Psychology/<br>Neuroscience | 6  | Elective   | according to the regulations of the respective foreign university | according to the regulations of the respective foreign university  |  |
| Mam<br>Master's<br>Thesis                                    | 30 | Compulsory |   | <u>2 exams:</u><br>90% Master's thesis (90<br>10% final colloquium |  |

L: Lecture, S: Seminar, E: Exercise, I: Internship, C: Colloquium

b) Regulations concerning the module psy141 Minor

In the module psy141 Minor, course achievements from other study programmes in Germany or abroad can be accredited, provided they represent a meaningful addition to the study of neurocognitive psychology. For this, master-level course achievements worth 6 credit points must be successfully completed in the areas of biology, neurosciences, computer sciences, physics, mathematics, pedagogy, philosophy or other related areas. Mandatory modules from admission-restricted study programmes at the University of Oldenburg are excluded from accreditation. Additionally, complementary psychological contents (such as elective modules not yet taken by the student) can be studied for the module psy141 Minor. For students whose native language is not German, German courses can also be recognised. Upon request, other language courses may also be accredited if they are shown to be relevant to the career prospects. English courses cannot be accredited, as sufficient knowledge of English is needed for admission to the programme. Students must ask the examination committee to decide on the merits of a course before taking it.

c) Regulations concerning the module psy251 Internship and requirements for the approval of an internship

It is the responsibility of the students to seek an internship that meets the requirements defined below. Before beginning the internship, they are advised to submit their internship plan in writing to the person responsible for this module. This person will then assess and establish whether the intended internship complies with the requirements for approval.

i) Form, Duration and Timing of the Internship and Supervision during the Internship

To be approved, an internship must comprise at least 360 hours. Internship are to take place at public institutions, clinics, hospitals, administrative bodies, private firms or companies, consultancy and advisory services, associations, academic institutions or other organizations with relevant activities in the field of psychology, in Germany or abroad.

The requirement for psy250 can be fulfilled by two shorter internships at separate institutions. In such cases, each internship must consist of at least 150 hours of work.

A part of the internship with up to 150 hours can be completed internally at the Department of Psychology. In-house internships cannot be performed in the same laboratory in which the module psy260 Practical Project will / has been performed.

Normally, internships are taken in periods during which there are no Master's classes.

At the host organization, the student must be supervised by a person holding an advanced (MA or higher) degree in Psychology. In exceptional cases, the supervisor can be a person working for the Department of Psychology.

ii) Internship Certificate and Internship Report

Internships will only be approved and, hence, granted credit points if the host organization provides a certificate that clearly identifies the student, specifies the duration of the internship, describes the practical work done by the student and indicates the duration of each activity in hours. The certificate must be accompanied by the student's presentation (speech) as well as the written internship report that both have been graded as 'passed'.

The internship certificate and internship report are to be submitted to the person responsible for the module, in German or English. Internship certificates in other languages must be accompanied by a certified translation.

Students who have completed two short internships must submit a comprehensive internship report on both internships. The length of each section should reflect the length of the internship concerned.

iii) Acknowledgement of other Internships

In accordance with section 8, students can fulfil the requirements of the module psy251 Internship by providing evidence of practical modules or internships successfully completed in other programmes, as long as these do not diverge significantly from the requirements of psy251. An internship can only be accredited if an internship report is submitted. The decision whether to approve internships is taken by the Examination Committee.

d) Regulations concerning the module psy260 Practical Project

The module psy260 Practical Project can only be studied after having passed the module examination of module psy240 Computation in Neuroscience.

e) Regulations for the modules psy285 and psy286 Study Abroad I/II - Psychology/Neuroscience

In the modules psy285 and psy286 Study Abroad I/II - Psychology/Neuroscience, successfully completed study achievements at Master's level from a study abroad are recognised to the extent of 6 credit points each, provided that they originate from the fields of psychology or neuroscience and do not have any significant overlaps in content with modules of the compulsory and elective subjects that have already been studied/are still to be studied.

### **Supplement to Section 11 Types of module examinations**

Supplement to (5): Written exams are at least one and at most two hours long.

Supplement to (6): Oral exams are at least 10 minutes and at most 30 minutes long.

Supplement to (13): A presentation (speech) is at least five and at most 90 minutes long. A presentation (poster) is at least five and at most 30 minutes long and can include questions concerning the content of the presentation.

Supplement to (15): A module examination may include a supervised written test of up to 30 minutes in which students must demonstrate their familiarity with the module contents.

### **Supplement to Section 15 Results of module examinations, free attempt**

On (5): Throughout their Master's programme, students may twice retake an exam voluntarily in an attempt to improve their grade.

### **Supplement to Section 20 Admission to the Master's thesis**

On (1): For admission to the Master's thesis, students must have successfully completed module psy240 Computation in Neuroscience.

**Supplement to Section 21 Master's thesis module**

On (4): The Master's thesis must be written in English.