

Pursuant to Section 19(2), 1<sup>st</sup> sentence, Section 22(2), 1<sup>st</sup> sentence, and Section 23(1), 2<sup>nd</sup> sentence, in conjunction with Section 72(2), 1<sup>st</sup> sentence, no. 1, of the Brandenburg Universities Act (BbgHG) of 28.04.2014 (Official Gazette (GVBl.) I/14, No. 18), last amended by the Act of 23.09.2020 (Official Gazette I/20, No. 26) in conjunction with Section 1(1) of the Ordinance on Structuring Examination Regulations to Ensure the Equivalence of Degree Programs, Examinations and University Qualifications (University Examination Ordinance – HSPV) of 04.03.2015 (Official Gazette II/15, No. 12), amended by the Ordinance of 07.07.2020 (Official Gazette II/20, No. 58) in conjunction with Section 13(5), no. 1, of the Constitution of the European University Viadrina Frankfurt (Oder) of 04.09.2019 (Official Notices of the European University Viadrina Frankfurt (Oder) No. 02/2020, 1<sup>st</sup> sentence), last amended by the Articles of Amendment of 06.11.2019 (Official Notices of the European University Viadrina Frankfurt (Oder) No. 02/2020, 14<sup>th</sup> sentence, in conjunction with Section 1(2) of the amended version of the General Study and Examination Regulations for Bachelor's and Master's Degree Programmes (ASPO) of 27.01.2016 (Official Notices of the European University Viadrina Frankfurt (Oder) No. 01/2016, 3<sup>rd</sup> sentence), last amended by the Articles of Amendment of 02.11.2016 (Official Notices of the European University Viadrina Frankfurt (Oder) No. 01/2017, 1<sup>st</sup> sentence), the Faculty Board of the Faculty of Cultural and Social Studies of the European University Viadrina Frankfurt (Oder) has adopted the following regulations:<sup>1</sup>

## **Study and Examination Regulations for the Degree Programme in Cultural and Social Studies (*Bachelor of Arts*)**

of 30.06.2021

### **Contents**

Section 1	Scope
Section 2	Study objectives
Section 3	Degree
Section 4	Language of instruction
Section 5	Commencement of studies
Section 6	Regular duration of studies and structure of the degree programme
Section 7	Period of study abroad and internship abroad or in a German-speaking environment
Section 8	Forms of teaching and examinations and organisation of examinations
Section 9	Examiners

Section 10	Recognition of study periods, coursework and examinations and of knowledge and skills gained outside a university setting
Section 11	Mandatory study-related counselling
Section 12	Bachelor's thesis
Section 13	Final colloquium
Section 14	Repeating examinations, final failure of the Bachelor's degree
Section 15	Assessment of examinations and calculation of the overall grade
Section 16	Effective date

### **Section 1 Scope (re Section 1 ASPO)**

The provisions of the General Study and Examination Regulations for Bachelor's and Master's Degree Programmes (ASPO) at the European University Viadrina Frankfurt (Oder) of 27<sup>th</sup> January 2016, amended by the Articles of Amendment of 02.11.2016, are supplemented and concretised as follows for the degree programme in *Cultural and Social Studies* leading to the degree of Bachelor of Arts at the Faculty of Cultural and Social Studies of the European University Viadrina Frankfurt (Oder) in accordance with Section 1(2) ASPO.

### **Section 2 Study objectives (re Section 1(2), 2<sup>nd</sup> sentence, no. 1 ASPO)**

<sup>1</sup>The course of study in *Cultural and Social Studies* provides students with a sound knowledge of the foundations of Cultural and Social Studies and a basic knowledge of key transdisciplinary topics in the specialist cultural and social disciplines of Cultural History, Comparative Social Studies, Literature and Linguistics in English and German. <sup>2</sup>An internship lasting a minimum of 4 weeks and a period spent abroad are integral parts of the degree programme. <sup>3</sup>The course of study also permits students to gain experience in relevant practical cultural and social fields. <sup>4</sup>Students commencing the degree course without a knowledge of German will acquire knowledge of the language to level B2 during the course. <sup>5</sup>On completing the degree programme, students will have a knowledge of German and English (minimum level B2) and a knowledge of at least one other foreign language of their choice.

<sup>1</sup> The President granted her approval in the order of 13.08.2021.

**Section 3**  
**Degree**  
**(re Section 1(2), 2<sup>nd</sup> sentence, no. 2 and Section 2(1)**  
**ASPO)**

Upon successful completion of the Bachelor's degree programme, students will be awarded the academic degree of "Bachelor of Arts" (B.A.).

**Section 4**  
**Language of instruction**

Teaching and examinations will initially take place in English, with more courses being held in German as the degree programme progresses.

**Section 5**  
**Commencement of studies**  
**(re Section 1(2), 2<sup>nd</sup> sentence, no. 5 and Section 5(2),**  
**2<sup>nd</sup> sentence, ASPO)**

- (1) The degree course starts each winter semester.
- (2) The Study Schedule given in the Appendix to these Study and Examination Regulations is intended as a guide to help students plan their studies.

**Section 6**  
**Regular duration of studies and**  
**structure of the degree programme**  
**(re Section 1(2), 2<sup>nd</sup> sentence, no. 6, Section 4(2),**  
**Section 5(1), 1<sup>st</sup> sentence, and Section 7 ASPO)**

- (1) <sup>1</sup>The regular duration of studies is six semesters. <sup>2</sup> A total of 180 ECTS credits are required to complete the degree programme.
- (2) <sup>1</sup>The Bachelor's degree programme in Cultural and Social Studies comprises eight modules, the Bachelor's thesis and the final colloquium. <sup>2</sup>Each module is concluded with a comprehensive examination covering the work completed for the courses in that module. <sup>3</sup>It should be noted that the individual examination components cover the topic dealt with in the module concerned and form a logical whole. <sup>4</sup>The modules given in the following list, together with the ECTS credits and workload, are compulsory components of this degree programme:

Module		ECTS credits	Courses	No. of course hours	Self-directed study in hours	Workload (total)
1	<b>Cultural and Social Studies: Introduction</b> - "Introduction to Cultural and Social Studies" Series of lectures in English (Literature, Linguistics, Cultural History, Comparative Social Sciences), 6 ECTS credits - "Introduction to Terms, Theories and Methods", Seminar in English, 9 ECTS credits	15	4	60	390	450
2	<b>Cultural and Social Studies: Consolidation</b> - 1 consolidation course in English (9 ECTS credits) - 1 consolidation course in English (6 ECTS credits)	15	4	60	390	450
3	<b>Elective compulsory module 1:</b> - 2 consolidation courses, in English or German (9 ECTS credits each) - 2 consolidation courses, in English or German (6 ECTS credits each)	30	8	120	780	900
4	<b>Elective compulsory module 2:</b> - 2 consolidation courses, in English or German (9 ECTS credits each) - 2 consolidation courses, in English or German (6 ECTS credits each)	30	8	120	780	900
5	<b>Option module: one of the elective compulsory modules previously attended OR Business Administration and Economics OR "Digital Societies"</b> - 2 consolidation courses, in English or German (6 ECTS credits each)	12	4	60	300	360
6	<b>Methods, Academic Writing and Research Skills</b> - Colloquium (6 ECTS credits) - Preparatory BA Colloquium (3 ECTS credits) - Tutorial – Peer writing group, assisted by a Writing Fellow (3 ECTS credits)	12	6	90	270	360
7	<b>Language Skills</b> - For students with a higher education entrance qualification taken in a language other than German: German (B2) and one other foreign language (B1) or (C1) if the language is English - For students with a higher education entrance qualification taken in German: One foreign language other than English (B2), one other foreign language (B1) or (C1) if the language is English	36	32	480	600	1080
8	<b>Practical Skills</b> - full-time internship of at least 4 weeks' duration (min. 6 ECTS credits) - other elements of practical relevance (max. 12 ECTS credits)	18	0 – 8	0 – 120	420 – 540	540
Written Bachelor's thesis		9	0	0	270	270
Final colloquium (oral Bachelor's examination)		3	0	0	90	90
Total		180	<b>66 – 76</b>	<b>990 – 1110</b>	<b>4290 – 4410</b>	<b>5400</b>

(3) <sup>1</sup>Module 1 provides a grounding in cultural and social studies. <sup>2</sup>Successful completion of the course “*Introduction to Cultural and Social Studies*” and the seminar “*Introduction to Terms, Theories and Methods*”, both of which are held in English, is compulsory for all students. <sup>3</sup>Both introductory courses should be completed in the first or second semester.<sup>4</sup>

(4) <sup>1</sup>Module 2 provides consolidation in cultural and social studies and is held in English.

(5) <sup>1</sup>The elective compulsory Modules 3 and 4 are transdisciplinary modules addressing topics in cultural and social studies.

(6) <sup>1</sup>The following modules are available as the elective compulsory Modules 3 and 4 in cultural and social studies referred to in paragraph (5):

- Europe/s – History, Culture, Politics
- Media – Image, Text and Language
- Difference – Migration, Gender and Diversity

<sup>2</sup>Courses held in English or German may be attended. <sup>3</sup>At least 6 of the ECTS credits allocated to the elective compulsory Modules 3 and 4 will be earned in German, either orally or in writing. <sup>4</sup>Each course must belong to one of the four disciplines (Cultural History, Comparative Social Studies, Literature and Linguistics). <sup>5</sup>A minimum of 30 ECTS credits must be earned in one of the four disciplines to ensure students are able to take a further degree after completing the Bachelor’s degree course.

(7) <sup>1</sup>Module 5 is an option module which enables students to focus on a particular field of their choice. The following options are available:

- Option 1: Specialisation in one of the selected elective compulsory modules: Courses totalling 12 ECTS credits may be freely selected from the courses specific to the module that are listed in the Semester Catalogue.
- Option 2: Courses totalling 12 ECTS credits may be taken in the Faculty of Business Administration and Economics.
- Option 3: Courses totalling 12 ECTS credits may be taken in “Digital Societies” (in cooperation with the European New School).

(8) <sup>1</sup>Module 6 provides a foundation in the methods and practice of academic study. <sup>2</sup>The colloquium must be held in the specialisation selected for the Bachelor’s thesis.

(9) <sup>1</sup>Module 7 is dedicated to learning German and other modern foreign languages in accordance with the latest version of the Regulations for Examinations in Foreign Languages taken at the Language Centre of the European University Viadrina Frankfurt (Oder) as part of a degree course. <sup>2</sup>Students with a higher education entrance qualification taken in a language other than German must gain a certificate at level B2 for German and

at least the UNICert 1 (B1) certificate in another modern foreign language or the UNICert III (C1) certificate if this language is English. <sup>3</sup>Students with a higher education entrance qualification taken in German must gain a UNICert II (B2) certificate and a UNICert I (B1) certificate in other modern foreign language. Alternatively, the UNICert III (C1) certificate in English may be substituted for the UNICert I (B1) certificate in another foreign language.<sup>4</sup>Students with a higher education entrance qualification taken in English may not take any language courses in English. <sup>5</sup>The Examination Board will decide whether equivalent language qualifications can be recognised.

(10) <sup>1</sup>Module 8 comprises an internship with a duration of at least four weeks. Students will earn 6 ECTS credits for a four-week internship; a higher number of ECTS credits will be awarded for longer internships. <sup>2</sup>Details are given in the Guidelines for Internships of the Faculty of Cultural and Social Studies. <sup>3</sup>The module also includes additional elective components relating to practical skills which are intended to prepare students for their professional careers and to further key skills.

(11) Details of courses, in particular forms of teaching, conditions for participation and assessment of coursework, are given in the Module Catalogue (*Modulkatalog*) (see Appendix 1 to these Study and Examination Regulations).

## Section 7

### Period of study abroad and internship abroad or in a German-speaking environment

<sup>1</sup>A period spent abroad (period of study or internship) with a minimum duration of three months is compulsory. <sup>2</sup>The period of study abroad or the internship will enable students to consolidate and improve their foreign language skills, to familiarise themselves with another culture of their choice and to gain practical study or work experience. <sup>3</sup>Students may select one of two options:

- An internship abroad with a duration of three months: This form of period abroad is also recognised as an internship within the meaning of Section 6(10) and Section 8(7) and will be awarded 18 ECTS credits in Module 7. Details are given in the Guidelines for Internships of the Faculty of Cultural and Social Studies.
- A period of study abroad with a minimum duration of three months: In this case, at minimum of 6 ECTS credits and typically a maximum of 30 ECTS credits in Modules 1-5 and/or 8 will be earned abroad. Compulsory lectures and seminars may only be taken abroad in exceptional cases. Decisions on such exceptional cases will be taken by the Examination Board.

<sup>4</sup>Students with a higher education entrance qualification taken in a language other than German may also spend the period abroad studying in another German-speaking country or complete a three-month internship in Germany or in another German-speaking country. <sup>5</sup>The Examination Board is solely responsible for recognising coursework and examinations taken abroad.

**Section 8**  
**Forms of teaching and examinations and**  
**organisation of examinations**  
**(re Section 4, Section 7, Section 13, Sections 14 to**  
**16, Section 23(7) ASPO)**

(1) The following forms of teaching are used during the degree programme:

- seminars
- lectures
- project and practical seminars
- colloquia
- internships
- excursions
- project days
- language courses
- (peer) tutorials

(2) <sup>1</sup>Regular attendance at courses that are not suitable for self-directed study is a requirement for admittance to study-related examinations and for coursework assessments in accordance with paragraphs (4) to (7).

(3) <sup>1</sup>The study objectives and the forms of teaching and examinations are specified in the Module Catalogue in accordance with Section 4(2) ASPO. <sup>2</sup>Coursework assessments in the various modules may be considered as equivalent to examinations (as elucidated in the following paragraphs).

(4) <sup>1</sup>Coursework undertaken for Modules 1 to 5 will be assessed as detailed below. <sup>2</sup>Coursework undertaken at other faculties of the European University Viadrina will be assessed in accordance with the regulations and forms of examination that apply in the relevant faculty. <sup>3</sup>The number of ECTS credits awarded for each type of coursework assessment is based on the following criteria:

6 ECTS credits may be earned for each of the following:

- A term paper, typically with a length of 10-15 pages
- Several essays, typically with an overall length of 10-15 pages
- Written examination (lasting 90 minutes)
- Oral examination, typically lasting 20 minutes
- Oral presentation with written documentation (10-15 minutes plus 8 pages of documentation)

9 ECTS credits may be earned for each of the following (this only applies to consolidation lectures and seminars)

- A term paper, typically with a length of 20-25 pages
- Several essays, typically with an overall length of 20-25 pages

(5) <sup>1</sup>A maximum of five of the assessments required for Modules 1 to 4 may take the form of written examinations and/or oral examinations. <sup>2</sup>At least three of the assessments required for Modules 1 to 5 shall take the form of term papers (either 6 or 9 ECTS).

(6) <sup>1</sup>Proficiency in foreign languages (Module 7) is assessed as follows:

Students with a higher education entrance qualification taken in a language other than German must gain a B2 certificate in German. The remaining ECTS credits may be earned in any foreign language (incl. German and English at level C1). Students with a higher education entrance qualification taken in English may not take language examinations in English.

12 ECTS credits may be earned for each of the following:

- Language examination in German at level UNICert I or B1 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in German at level B2 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in a modern foreign language other than English or German at level UNICert I or B1 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in a modern foreign language other than English or German at level UNICert II or B2 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in English at level UNICert III or C1 of the Common European Framework of Reference for Languages (CEFR).

For students with a higher education entrance qualification taken in German:

12 ECTS credits may be earned for each of the following:

- Language examination in a modern foreign language other than English or German at level UNICert I or B1 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in a modern foreign language other than English or German at level UNICert II or B2 of the Common European Framework of Reference for Languages (CEFR)
- Language examination in another modern foreign language other than English or German at level UNICert I or B1 of the Common European Framework of Reference for Languages (CEFR)

- Language examination in another modern foreign language other than English or German at level UNlcert II or B2 of the Common European Framework of Reference for Languages (CEFRL)
- Language examination in English at level UNlcert III or C1 of the Common European Framework of Reference for Languages (CEFRL).

<sup>2</sup>The requirements for the language examinations are set out in the Regulations for Examinations in Foreign Languages taken at the Language Centre of the European University Viadrina Frankfurt (Oder) as part of the degree course, as amended. <sup>3</sup>The Examination Board will decide whether language examinations taken externally can be recognised.

(7) <sup>1</sup>Six of the ECTS credits required for Module 8 (Practical Skills) shall be earned by completing a full-time internship lasting four weeks and of relevance to the student's future career. <sup>2</sup>Details are given in the Guidelines for Internships of the Faculty of Cultural and Social Studies. <sup>3</sup>For the other ECTS credits required for this module, students must choose or combine additional elective elements in such a way that a total of 18 ECTS credits can be earned. <sup>4</sup>Typically, work completed for this module is not graded; however, any grades awarded for coursework completed for this module in accordance with paragraph (4) will be included in the calculation of the overall grade. <sup>5</sup>The following elements may be combined:

- Additional internship periods: An internship with a duration of up to three months may be completed at a single internship provider; alternatively, several one-month internships may be completed at different internship providers (6 ECTS credits per month being awarded for full-time internships). Only internships lasting at least 3 consecutive months will count as a period abroad as specified in Section 7 of these Regulations.
- 2 excursion days (1 ECTS credit)
- 2 project days (1 ECTS credit)
- Other project or practical seminars (3 or 6 ECTS credits, depending on the workload)

(8) <sup>1</sup>The grades awarded for the respective modules are calculated as the average of the grades awarded for the work submitted for each module. <sup>2</sup>When calculating the overall grade for each module, individual grades are weighted in accordance with the relevant number of ECTS credits.

## **Section 9 Examiners**

**(re Section 10(3), 2<sup>nd</sup> sentence, Section 11(1) and (3), Section 15(2), Section 23(5), 3<sup>rd</sup> sentence, ASPO)**

(1) <sup>1</sup> The following may be appointed as examiners: anyone who has a master's degree or holds a "*Diplom*" degree qualification in one of the subjects covered by the Faculty of Cultural and Social Studies and who also fulfils the requirements set out in Section 11(1) ASPO. <sup>2</sup>The specific conditions governing eligibility for acting as an examiner for the Bachelor's thesis and the final colloquium are dealt with in Section 12(3) and Section 13(3) and take precedence over this paragraph. <sup>3</sup>Persons who fulfil the requirements according to Section 11(3) ASPO may be appointed as co-examiners for study-related oral examinations in accordance with Section 15(2) ASPO.

(2) <sup>1</sup>Study-related examinations will generally be set and evaluated by the teaching staff who hold the courses in the respective examination subjects and who fulfil the requirements set out in Section 9(1), 1<sup>st</sup> sentence, in the case of written examinations and Section 9(1), 1<sup>st</sup> and 3<sup>rd</sup> sentences, in the case of oral examinations. <sup>2</sup>In the case of examinations for which a student needs a pass grade to continue his or her studies (last opportunity to repeat an examination), the Examination Board will appoint a second examiner who fulfils the requirements according to Section 9(1), 1<sup>st</sup> sentence.

(3) The Examination Board may decide to transfer its authority to appoint co-examiners and second examiners in accordance with paragraph (1), 3<sup>rd</sup> sentence, and paragraph (2), 2<sup>nd</sup> sentence to the chairperson and his or her deputy.

## **Section 10**

**Recognition of study periods, coursework and examinations and of knowledge and skills gained outside a university setting  
(re Section 10(3), 2<sup>nd</sup> sentence, and Section 12 ASPO)**

(1) The recognition of study periods, coursework and examinations and recognition of knowledge and skills gained outside a university setting are dealt with in Section 12 ASPO.

(2) <sup>1</sup>Persons seeking recognition of any of the above must submit the relevant information. <sup>2</sup>A decision on recognition will be made after examination of the documents provided by the applicant. <sup>3</sup>Should the Examination Board decline to recognise the work and achievements in accordance with Section 12(1), 1<sup>st</sup> sentence, ASPO, the student may submit a written request to the Examination Board asking for a recognition examination to be conducted if he or she can provide credible evidence that the knowledge and skills were gained elsewhere. <sup>4</sup>The recognition examination will be

conducted by a member of the teaching staff of the Faculty of Cultural and Social Studies appointed by the Examination Board and authorised to conduct examinations. The Examination Board may decide to transfer its authority to appoint an examiner to the chairperson and his or her deputy. <sup>5</sup>The Examination Board will decide, in consultation with the relevant member of the university staff, on which form the recognition examination will take, taking account of Section 23(5), 1<sup>st</sup> sentence and Section 23(6), 1<sup>st</sup> sentence, ASPO, and giving consideration to the objectives of the module for which recognition is sought and the types of examination specified for the module in Section 8(4) of these Regulations.

(3) <sup>1</sup>For recognition to be granted, students must pass the recognition examination with at least the grade "sufficient". <sup>2</sup>Should a student fail the recognition examination, the Examination Board will inform the student of its decision not to recognise the work or achievements concerned in accordance with Section 12(6), 1<sup>st</sup> sentence, ASPO, stating reasons for its decision.

### **Section 11**

#### **Mandatory study-related counselling (re Section 1(2), 2<sup>nd</sup> sentence, no. 8; Section 3(3) and Section 6 ASPO)**

(1) <sup>1</sup>Students who fail to gain the 180 ECTS credits required to successfully conclude their studies, including the final examination, and submit the relevant evidence to the Examination Office by the end of the 10<sup>th</sup> semester are, in accordance with Sections 21(2), 2<sup>nd</sup> sentence, and 20(3), 1<sup>st</sup> sentence, of the Brandenburg Universities Act, obliged to attend study-related counselling in accordance with Section 3(3) in conjunction with Section 6 ASPO. <sup>2</sup>This does not apply if failure to complete the degree course within the specified timeframe is not the fault of the student.

(2) <sup>1</sup>The study-related counselling within the meaning of paragraph (1), 1<sup>st</sup> sentence, will be conducted by the chairperson of the Examination Board. <sup>2</sup>Students will receive a written invitation to attend study-related counselling after the start of the 11<sup>th</sup> semester. <sup>3</sup>Counselling will take the form of an interview; in exceptional cases it may be conducted in writing. <sup>4</sup>The aim of counselling is to draw up a written agreement on a study schedule in accordance with Sections 6(3) and 4 ASPO. <sup>5</sup>When setting out obligations, appropriate consideration will be given to the student's personal situation. <sup>6</sup>An agreement must be reached by the end of the lecture period of the 11<sup>th</sup> semester at the latest. <sup>7</sup>A sample study schedule agreement is given in Appendix 3 to these Regulations.

(3) <sup>1</sup>Students failing to comply with the study schedule agreement for a good reason should inform the Examination Board of that reason, in writing and

submitting the relevant evidence, immediately after they have become aware thereof. <sup>2</sup>Students failing to comply with the study schedule due to illness must submit a doctor's certificate as proof of the physical or mental effects of the illness and the expected duration of the illness. <sup>3</sup>In addition, the Examination Board may ask the student to provide a certificate issued by a public health officer. <sup>4</sup>Students must apply in writing if they wish other good reasons to be considered and submit the appropriate evidence. <sup>5</sup>The reasons stated will be considered by the Examination Board. <sup>6</sup>Should the reason or reasons be recognised a new study schedule agreement will be drawn up.

(4) <sup>1</sup>Any student refusing to conclude a study schedule agreement or failing to conclude one by the deadline specified in paragraph (2) or failing to gain the number of ECTS credits required for successful completion of the course of study and provide proof thereof to the examination office by the deadline specified in the study schedule agreement will be exmatriculated in accordance with Section 14(5), 2<sup>nd</sup> sentence, no. 2, of the Brandenburg Universities Act. <sup>2</sup>This does not apply if failure to meet the deadline is not the fault of the student.

### **Section 12**

#### **Bachelor's thesis (re Section 1(2), 2<sup>nd</sup> sentence, no. 7, Section 10(3), 2<sup>nd</sup> sentence, Section 17(3), (4) and (16), Section 18, 5<sup>th</sup> and 6<sup>th</sup> sentences, ASPO)**

(1) <sup>1</sup>The Bachelor's thesis shall typically comprise 40 pages. <sup>2</sup>Students have eight weeks to complete the thesis. <sup>3</sup>The Bachelor's thesis may be written in German or in English.

(2) <sup>1</sup>The Bachelor's thesis shall be in one of the four disciplines and must be written on an available topic relating to the range of subjects covered by Modules 1 to 4.

(3) <sup>1</sup>The Bachelor's thesis shall be evaluated by a minimum of two examiners who are specialists in the subject area addressed in the thesis. The examiners are appointed by the Examination Board, taking account of the requirements for examiners according to Section 9(1), 1<sup>st</sup> sentence. <sup>3</sup>The Examination Board may transfer its authority to appoint examiners to its chairperson and his or her deputy. <sup>4</sup>At least one of the examiners, generally the "first examiner", must fulfil the requirements for university teaching staff set out in the Brandenburg Universities Act in the subject area addressed in the thesis, shall be a lecturer or professor at the European University Viadrina Frankfurt (Oder) and belong to the Faculty of Cultural and Social Studies. <sup>5</sup>The examiner may also be a junior lecturer in the relevant subject area.

(4) The Bachelor's thesis will be evaluated in accordance with Section 17(14) ASPO in conjunction with Section 23(1), 3<sup>rd</sup> sentence, letter a), and (2) ASPO.

(5) Should a Bachelor's thesis be graded "insufficient" (5.0), the student may write another Bachelor's thesis on a different topic, once, in accordance with Section 17(16) ASPO. <sup>2</sup>Students should register the second topic for the Bachelor's thesis at the latest six months after receiving notification of failure.

(6) The examiners' report shall be made available to the candidate one week prior to the final colloquium at the latest.

(7) The discipline in which the Bachelor's thesis is written will be recorded on the degree certificate to assist students in applying for further degree courses upon completion of the transdisciplinary degree.

**Section 13**  
**Final colloquium**  
**(re Section 10(3), 2<sup>nd</sup> sentence and Section 18 ASPO)**

(1) Proof of the following is required for admittance to the final colloquium (oral Bachelor's examination):

- The Bachelor's thesis must have been passed with at least grade 4.0 (9 ECTS credits),
- All study-related coursework and examinations comprising a total of 168 ECTS credits must have been successfully completed in accordance with Section 6 in conjunction with Section 8(3) to (7).

(2) <sup>1</sup>The oral final examination may be held in German or English and comprises three parts, each typically lasting 20 minutes (typically totalling 60 minutes) for each student. <sup>2</sup>The examination will include at least one topic from each of the areas covered in Cultural and Social Studies, Module 3 and Module 4. <sup>3</sup>The Bachelor's thesis may be the subject of one of the three parts of the examination. <sup>4</sup>The examination will be graded in accordance with Section 23(1), 3<sup>rd</sup> sentence, letter a), (2) and (6), 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> sentences, ASPO. <sup>5</sup>Minutes shall be taken in which the main subjects dealt with in the examination and the examination results are recorded. <sup>6</sup>The candidate shall be notified of the examination result immediately after the examination.

(3) <sup>1</sup>The final colloquium will be conducted by two examiners. <sup>2</sup>The examiners are appointed by the Examination Board and must fulfil the conditions for examiners according to Section 9, 1<sup>st</sup> sentence. <sup>3</sup>The Examination Board may decide to transfer its authority in this matter to its chairperson and his or her deputy. <sup>4</sup>At least one of the examiners must fulfil the requirements for university teaching staff, as set out in the Brandenburg Universities Act, in the subject area dealt with in the examination, must be a lecturer or professor at the European University Viadrina Frankfurt (Oder) and should belong to the Faculty of Cultural and Social Studies. <sup>5</sup>The

examiner may also be a junior lecturer in the relevant subject area.

(4) <sup>1</sup>In addition to those directly involved in the examination, a maximum of three other members of the university staff may, with the consent of the candidate, be present at the examination. <sup>2</sup>However, their remit does include counselling and notifying the candidate of the examination results.

(5) <sup>1</sup>Final colloquia awarded the grade "insufficient" (5.0) may be repeated once in accordance with Section 25(3) ASPO. <sup>2</sup>Repetition of the final colloquium should take place not later than six months after the first attempt.

**Section 14**  
**Repeating examinations,**  
**final failure of the Bachelor's degree**  
**(re Section 17(16), 1<sup>st</sup> sentence, Section 25(1), (2)**  
**and (3), 1<sup>st</sup> sentence, Section 28(2) ASPO)**

<sup>1</sup>Students may repeat any examinations they have failed within the timeframe specified in Section 11(1) and as provided for in the following sentences of these Regulations, unless the Bachelor's examination has been finally failed (in accordance with Section 28(2) ASPO) or the student has been exmatriculated. <sup>2</sup>Students must be given the opportunity to re-sit each examination twice. <sup>3</sup>The Bachelor's thesis and the final colloquium, if failed, may only be repeated once, as stated in Section 12(5) and Section 13(5).

**Section 15**  
**Assessment of examinations and**  
**calculation of the overall grade**  
**(re Section 23(1), 3<sup>rd</sup> sentence, letter a), (2) and (8),**  
**Section 26(1), 1<sup>st</sup> and 4<sup>th</sup> sentences ASPO)**

(1) Performance in examinations, including the Bachelor's thesis and final colloquium, is expressed in the form of the grades stated in Section 23(1), 3<sup>rd</sup> sentence, letter a), ASPO.

(2) For a differentiated assessment of the examination performance referred to in paragraph (1), intermediate grades may be formed.

(3) <sup>1</sup>The overall grade is calculated as follows:

60%	Coursework and examinations (Modules 1 – 5, and 8 if relevant)
10%	Module 7 (languages)
20%	Bachelor's thesis
10%	Final colloquium



<sup>2</sup>When calculating the grade for coursework and examinations taken at the university, the grades awarded for the individual modules are weighted according to the number of ECTS credits allocated to each module (weighted arithmetic mean in accordance with Section 26(1), 1<sup>st</sup> sentence, ASPO). <sup>3</sup>The grades for individual modules are calculated in accordance with Section 8(8). Module 8 is only included in the calculation of the overall grade if performance in this module is graded according to Section 8(4) and (7), 4<sup>th</sup> sentence.

(4) The overall grade is expressed in the form of the grades stated in Section 26(1), 4<sup>th</sup> sentence, ASPO.

### **Section 16** **Effective date**

<sup>1</sup>These Study and Examination Regulations will come into effect on the day after they have been published in the Official Notices of the European University Viadrina Frankfurt (Oder).