

# Official announcements

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## Content:

**Framework examination regulations (RPO-  
B)**

**for  
the Bachelor's program**

**at the University of Siegen**

**From August 1, 2018**

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**Framework examination regulations  
(RPO- B)**

**for  
the Bachelor's program  
at the University of Siegen**

From August 1, 2018

On the basis of § 2(4) and § 64(1) of the Act on Higher Education Institutions of the State of North Rhine-Westphalia (Higher Education Act - [HG]) dated September 16, 2014 (Laws and Regulations [GV.NRW] p. last amended by the Law of October 17, 2017 (Laws and Regulations [GV. NRW. p. 547), last NRW. p. 806), the University of Siegen has issued the following:

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## **General regulations**

### **§ 1**

#### **Scope**

- (1) These framework examination regulations (RPO-B) apply to the Bachelor's program at the University of Siegen. It regulates the basic structures of the Bachelor's program and contains formal specifications on how subject examination regulations (FPO-B) and module descriptions (MBS) are to be designed. Subject-related regulations shall be made in the FPO-B for the individual programs in accordance with this RPO-B and the MBS shall be drawn up. The respective FPO-B shall make specific provisions in particular:
  1. the goal of the program,
  2. the university degree to be awarded,
  3. the program scope (regular study period, credit points scope)
  4. the number of modules (module title, module number),
  5. the participation requirements and the workload of the module,
  6. the study plan,
  7. the content and qualification goal of the module,
  8. The teaching forms in the modules,
  9. the coursework and examinations in the modules,
  10. the duration and form of coursework and examinations and
  11. the composition of the examination board.If a module from another subject is used in a program, reference is made to the corresponding MBS in the FPO of the other subject. If there is a contradiction between the respective regulations of the two FPOs involved, the subjects must reach agreements regarding the examination modalities and record these in the relevant MBS.
- (2) In the programs in which an internship is provided for, internship regulations shall contain supplementary regulations on the internship.
- (3) In programs offered in cooperation with a domestic or international higher education institution, the FPO-B stipulate regulations that deviate from these regulations.
- (4) § 1 to § 26 contain general regulations. § 27 to 35 contain special (supplementary, restricting or extending) regulations for the Bachelor's program in teaching. § 36 contains entry into force.

### **§ 2**

#### **General goals and guidelines of the Bachelor's program**

- (1) In Bachelor's programs, scientific fundamentals, methodological competence and occupational field-related qualifications are taught in accordance with the profile of the university and the program. Overall, this ensures a broad academic qualification in Bachelor's programs. A Bachelor's program leads to a professional degree.
- (2) Qualification goals are the scientific or artistic aptitude corresponding to the degree level pursued and the ability to engage in qualified gainful employment and personal development.
- (3) Program-specific goals are included in the FPO-B.

### **§ 3**

#### **Bachelor degree**

Upon successful completion of the program, the university will award the degree of "Bachelor of Arts" (B.A.), "Bachelor of Science" (B.Sc.) or "Bachelor of Laws" (LL.B.). The FPO-B regulates which of the degrees mentioned in sentence 1 is awarded upon successful completion of the program. If the program consists of several subprograms (cf. § 7(1)), the degree of the core subject or, in the case of two equivalent core subjects, the degree of the subject in which the Bachelor thesis was written is awarded.

### **§ 4**

#### **Admission requirements and barriers to enrollment**

- (1) Admission to the Bachelor's program is granted to those who have a general university entrance qualification or a subject-related university entrance qualification; the general university entrance qualification entitles the holder to study without restriction, while the subject-related university entrance qualification only entitles the holder to study the programs specified in the certificate.
- (2) Admission to the Bachelor's program is also available to those who have qualified in vocational education in accordance with § 49(4) HG in conjunction with the "Ordinance on university admission for those qualified in vocational education" (Vocational education university admission ordinance - Berufsbildungshochschulzugangsverordnung - BBHZVO) of October 7, 2016, as amended, and the "Ordinance on university admission for those qualified in vocational education in accordance with § 49(4) HG" of the University of Siegen of August 15, 2017 (Official announcement 89/2017), as amended.
- (3) The FPO-B may determine that applicants who partially do not fulfill the admission requirements according to § 49(1 - 5 and 7) HG may also be admitted to the Bachelor's program, provided that they prove a special subject-related aptitude or a special artistic-creative talent and a general education that meets the requirements of the university (§ 49(11) HG). Further details are regulated by the "Ordinance on determination of general education that meets the requirements of the university and of a special subject-related aptitude for a program" at the University of Siegen dated August 16, 2006 (Official announcement 37/2006), as amended.
- (4) The FPO-B determine that enrollment is refused if the applicant has definitively failed an examination required by the examination regulations of the chosen program in a program which has a considerable proximity in terms of content to the chosen program (§ 50(1), no. 2 HG).
- (5) The FPO-B may provide for special admission requirements within the framework of § 49(7) and (8) HG.

### **§ 5**

#### **Standard period of study and program scope**

- (1) For successful completion of a Bachelor's program, 180, 210 or 240 credit points (LP) must be acquired in accordance with these regulations and the regulations of the respective FPO-B.
- (2) The standard period of study in programs leading to a Bachelor's degree is a minimum of six and a maximum of eight semesters, including the Bachelor thesis, in full-time study. It is stipulated in the FPO-B. As a rule, therefore, depending on the credit points to be earned and the type of study (full-time or part-time), the following standard periods of study result:

LP	Standard period of study in semester	
	<i>Full-time program</i>	<i>Part-time program</i>
180	6	12
210	7	14
240	8	16

Shorter and longer standard periods of study are possible in exceptional cases if the study program is organized accordingly (e.g. dual study program).

- (3) The FPO-B determines whether the Bachelor's program can be studied only as a full-time program or also as a part-time program.

## § 6

### Program modularization

- (1) The program is modular and has a credit point system. Modules are thematically and temporally rounded and self-contained study units that can be composed of different teaching and learning forms (e.g. lectures, exercises, practical experience, e-learning, teaching research, etc.).
- (2) Credit points are awarded upon successful completion of a module. Credit points are calculated according to the amount of work students are expected to do. The average workload is set at 1800 working hours per academic year. The acquisition of one credit point is based on a workload of 30 hours of attendance and self-study. As a rule, 60 credit points are awarded per academic year. The amount of credit points in a module should be divisible by three. Polyvalent modules must have the same number of credit points across subjects, usually with a scope of nine credit points. Polyvalent modules are modules that are used across all programs and are identical with regard to module duration, frequency of offerings, workload, credit points, qualification objectives, contents, achievements (incl. form, duration, scope), courses, forms of teaching and learning, prerequisites for participation and prerequisites for the award of credit points. The requirements for the successful completion of the module and the awarding of credit points are defined in the FPO-B.
- (3) Access to a course or module may be made dependent on certain prerequisites, in particular on successful participation in another course or module or several other modules. Further details are regulated by FPO-B.

## § 7

### Structure of the subject-related Bachelor's program

- (1) The subject-related Bachelor's program comprises a program (1-subject program/interdisciplinary program) or a combined program with several subprograms (appendix 2). A two-subject combination program consists of an expanded core subject and a supplementary subject or two core subjects. A three-subject combination program consists of one core subject and two supplementary subjects.
- (2) The FPO-B specifies the model according to which the (sub)program can be studied.
- (3) In each Bachelor's program, elective options shall be opened to the extent of at least 27 credit points. The FPO-B specifies from which subject-related and/or interdisciplinary module offerings students of the respective program can choose. Elective options shall be explicitly identified in the FPO-B.

**§ 8**  
**Examination board**

- (1) General and/or subject examination boards are formed in the faculties for the tasks specified by this RPO-B and the FPO-Bs, the composition of which results from the individual FPO-Bs. For interdepartmental programs, faculties may form interdepartmental examination boards. The examination board may be assisted in the performance of its duties by an examination office. Further details are regulated by FPO-B.
- (2) Members of the examination boards are:
  - a) Members from the group of university lecturers,
  - b) Members from the group of academic staff and
  - c) Members from the group of students,whereby the university lecturers must have at least half of the votes. The FPO-Bs may determine that deputies may be elected in the event that a member is unable to attend.
- (3) If necessary, the examination board may consult other expert advisory members.
- (4) The number of members of the examination boards and the term of office of the members shall be specified in the respective FPO-B. The Faculty Council of the faculty to which the program is assigned elects the members of the examination board or boards provided for in the FPO-B for the term of office provided for in the FPO-B on the proposal of its member groups. In the case of inter-faculty study programs, the Faculty Councils concerned elect the members of the examination board in accordance with the regulation in the FPO-B.
- (5) If no new member has been appointed at the end of the term of office, the existing member shall continue to hold office. A member who leaves prematurely shall be replaced by re-election. The end of the term of office of the subsequently elected member shall be determined as if he or she had taken office in due time. Re-election is permitted.
- (6) The examination boards shall elect a chairperson and a deputy chairperson from among their university lecturer members.
- (7) The examination boards are responsible for organizing the examinations in their area of responsibility and ensure that the provisions of this RPO-B and the respective FPO-B are observed. In particular, they are responsible for deciding on appeals against decisions made in examination proceedings. Furthermore, the examination boards decide on the crediting of coursework and examinations. The examination boards may delegate the performance of their duties to the chairperson, insofar as the duties are not already assigned to the chairperson by these regulations or the FPO-B; this does not apply to decisions on appeals.
- (8) The FPO-B may provide for a reporting obligation of the examination board to the faculties involved.
- (9) If a general examination board and subject examination boards are formed for subprograms, the subject examination boards are responsible for the following subject-related tasks:
  1. Decision on questions regarding admission and classification,
  2. Decision on equivalence and crediting of periods of study as well as coursework and examinations,
  3. Appointment of examiners according to § 9(2)

4. Proposal of the reviewers for the Bachelor thesis if the candidate has not submitted a proposal in accordance with § 14(7),
  5. Approval of additional languages according to § 14(6) and
  6. appeals against decisions made.
- (10) The subject examination boards may delegate the performance of their duties to the chairperson, insofar as the duties are not already assigned to the chairperson by these regulations or the FPO-B; this does not apply to decisions on appeals.
  - (11) The meetings of the examination boards are convened by the respective chairperson. The examination board meetings are not public. The members of the examination boards and their deputies are subject to official secrecy. If they are not in public service, they must be sworn to secrecy by the chairperson of the respective examination board.
  - (12) The examination boards shall constitute a quorum if the number of members present pursuant to paragraph 2(a) is at least equal to the number of members present pursuant to paragraph 2(b) and (c) and a total of half of its voting members are present.
  - (13) Examination boards decide by simple majority. In the event of a tie, the chairperson casts the decisive vote.
  - (14) In the assessment, recognition or crediting of coursework and examinations and the setting of examination tasks, the members of the examination board from the group of students have only an advisory vote.
  - (15) Examination boards are authorities for their area in the sense of administrative procedural law.

## **§ 9**

### **Examiners**

- (1) Pursuant to § 65(1) HG, university teaching staff and, to the extent necessary or appropriate to achieve the purpose of the examination, persons experienced in professional practice and training are authorized to certify university examinations. Examinations may only be assessed by persons who themselves possess at least the qualification to be established by the examination or an equivalent qualification. The examiners are independent of instructions in their examining activities.
- (2) Unless the FPO-B contains a deviating regulation, the teaching staff authorized according to paragraph 1 and responsible in the respective course or module are appointed as examiners. In deviation from this, the chairperson of the responsible examination board may also appoint other persons authorized to examine within the meaning of paragraph 1 as examiners. The chairperson of the responsible examination board shall also appoint the second examiner and the third examiner in the cases provided for in these examination regulations or the regulations of the FPO-B.
- (3) The FPO- B may provide for restrictions with regard to examination eligibility.

## **§ 10**

### **Coursework**

- (1) Modules may stipulate that coursework must be completed as part of courses. Coursework are all forms of learning, presentation of learning content, and non-module grade-relevant verification of knowledge and competencies, the achievement of which is necessary for the completion of a module. They serve in particular for student self-monitoring of study success, for practicing practices of research-based learning, for testing various text and lecture formats, for independent deepening of knowledge and competencies acquired in seminars, for preparing materials for further seminar discussion if necessary, for preparing for examination if necessary, and for individual profile formation within a module if necessary.

Coursework can take a wide variety of forms. The following options are possible as the form of coursework:

1. written test or
2. short presentation
3. short essay or
4. oral test or

5. work samples and portfolios or
6. a combination of the forms of performance listed in these regulations and the FPO-B.

The FPO-B may also provide for further forms of coursework. § 11(8) and (9) shall apply accordingly to written tests in electronic form.

- (2) The form and extent of the coursework to be completed shall be specified in the MBS. If several possible forms of delivery are envisaged, the respective teaching staff will announce the form and scope of the coursework in a suitable form no later than four weeks after the start of the course.
- (3) If successful coursework is a prerequisite for admission to an examination, this is to be regulated in the FPO-M.
- (4) Coursework graded "not passed" can be retaken without restriction. Coursework may be graded or ungraded. If it is graded, the grades are not included in the respective module grade.
- (5) Coursework must be registered, usually via the campus management system. Exceptions are determined and announced by the responsible examination board. Registration for coursework must be completed by a designated deadline. Separate registration is required for each coursework. Students are obliged to inform themselves about all dates and deadlines regarding coursework (e.g. examination office, campus management system).
- (6) Assessments of coursework should be communicated no later than six weeks after the date of completion or the specified deadline, unless the FPO-B contains a different deadline.

## **§ 11 Examinations**

- (1) Modules generally conclude with an examination based on the qualification objectives defined for the module. Examinations will be awarded a grade. The grades are included in the final grade. Paragraph 3 remains unaffected. The notes are administrative acts within the meaning of the Administrative Procedure Act.
- (2) Examinations can also consist of several examination elements, from which an overall examination results. The individual examination elements, including the weighting, are to be listed in the MBS.
- (3) In deviation from paragraph 1, the FPO-B may provide that in modules which are scheduled in the first two semesters according to the study plan, examinations are not graded or that their grading is not included in the final grade (orientation modules). Orientation modules must be identified as such in the FPO-B.
- (4) Examinations must be registered, usually via the campus management system. Exceptions are determined and announced by the responsible examination board. Registration for coursework must be completed by a designated deadline. Separate registration is required for each coursework. Students are obliged to inform themselves about all dates and deadlines regarding examinations (e.g. examination office, campus management system). Candidates can deregister up to one week before the start of the examination via the campus management system or the responsible examination board. In the case of examination dates that have not been organized and announced via the campus management system or the examination board, but have been agreed individually with the examiner, withdrawal can take place at any time before the start of the examination or the agreed submission date, unless the FPO- B contains a different regulation.
- (5) Admission to an examination can only be granted if the person
  1. is enrolled in one or more programs at the University of Siegen in accordance with § 48 HG or is admitted as a visiting student in accordance with § 52 HG and
  2. has fulfilled the requirements for admission to the examination contained in the FPO-B, if applicable.
 Admission is usually by exam registration through the campus management system. Exceptions are announced by the responsible examination board. The responsible examination board decides on admission in case of any doubt. Admission shall be refused if the requirements specified in sentence 1 are not met.
- (6) The following options are possible as the examination form for examination:
  1. Written examination (also electronic form of achievement assessment (cf. paragraph 8) and written examination in the answer-choice procedure (cf. paragraph 9)) of 45 minutes to a maximum of four hours or
  2. Oral examination of 15 to 60 minutes per candidate, or

3. Term paper or
4. a combination of the forms of examination listed in these regulations and the FPO-B.

The FPO-B may also provide for further forms of examination. In this case, the scope of the examination should be regulated in the FPO-B.

- (7) The form and scope of the examination to be taken in each case are specified in the MBS. If several possible forms of delivery are assigned to an examination, the respective teaching staff will announce the form and scope of the examination in a suitable form no later than four weeks after the start of the course.
- (8) Examinations can be created, conducted and assessed in whole or in part in electronically supported form (e-examination). Electronically supported examinations may include, in particular, the completion of free-text tasks, gap texts or assignment tasks. The e-exam must be conducted in the presence of a supervisor. If an examination is conducted as an e-examination, it must be ensured for the period until the expiry of the retention period that the electronic data can be clearly identified and unmistakably and permanently assigned to the candidate. The same retention periods apply to the storage of electronic data as for other examinations.
- (9) An examination may be given in multiple-choice if the examiner has set the examination himself/herself. If the examination is also taken by students who no longer have the opportunity to retake or compensate for a failed examination (cf. § 12(6)), the examination should be prepared jointly by two persons authorized to conduct examinations. If the examination was not jointly prepared by two persons authorized to examine, the second examiner has his or her own scope for assessment. She or he is not bound by an existing assessment scheme.
- (10) Oral examinations must be taken by several examiners or by one examiner in the presence of an expert assessor. The FPO-B provide for regulations regarding the qualification of the assessor. Minutes of the oral examination must be taken and signed by all examiners and, if applicable, by the expert assessor.
- (11) Students of the same study program should be allowed to participate in oral examinations as listeners, unless a candidate objects. Participation does not extend to the deliberation and announcement of the examination result to the candidates.
- (12) In appropriate cases, examinations may be conducted as group work or as a group oral examination at the discretion of the examiner, provided that the individual contribution of each candidate is clearly identifiable, clearly definable and assessable.
- (13) Examinations are usually to be taken in the language of the course. Deviations are to be announced by the respective teaching staff no later than four weeks after the start of the course.
- (14) Failed examinations can be retaken to a limited extent (cf. § 12). In particularly justified cases, the FPO-B may provide for deviations. Sentences 1 and 2 do not apply to examinations in orientation modules.
- (15) Assessments of examinations should be communicated no later than six weeks after the date of completion or the specified deadline, unless the FPO-B contains a different deadline.

## **§ 12**

### **Retaking coursework and examinations**

- (1) Passed coursework and examinations cannot be retaken. In deviation from sentence 1, the FPO-B may provide for the possibility of retaking examinations to improve grades.
- (2) Coursework and examinations are passed if they have been graded with "adequate" or better or, if they have not been graded (examinations in orientation modules and coursework), have been graded with "passed". If an examination consists of several examination elements, the examination is passed if the overall examination is passed after completion of all examination elements (cf. § 21(7)).
- (3) Coursework and examinations are not passed if they have been graded with "unsatisfactory" or, if they have not been graded (examinations in orientation modules and coursework), have been graded with "not passed". If an examination consists of several examination elements, the examination is not passed if the overall examination is not passed (cf. § 21(8)). In this case, all examination elements of the examination must be retaken.
- (4) In the case of failed examinations, the FPO-B may provide for the possibility of a supplementary oral examination.

- (5) Examinations can be retaken twice if they are not passed or are considered as not passed. In particularly justified cases, the FPO-B may provide for deviations. Coursework graded "not passed" can be retaken without restriction. The FPO-B may stipulate deadlines and dates for the retake of examinations. There must be at least two weeks between the announcement of the result of the first attempt and the retake attempt. This period may be shortened at the request of the student. The FPO-B may provide that the retake performance may be in a different form than the original performance.
- (6) Retake examinations for which no compensation is provided in the event of a final failure must be assessed by at least two examiners.
- (7) If an examination has been definitively failed or is deemed to have been definitively failed, the chairperson of the relevant examination board shall notify the candidate of this in writing. The notice shall be accompanied by instructions on how to appeal.
- (8) If a module that has been definitively failed is a compulsory elective module, the FPO-B regulates the extent to which the student can still complete alternative modules.

### **§ 13**

#### **Prerequisites and admission to the Bachelor thesis**

- (1) who are enrolled in the corresponding program at the University of Siegen or who are admitted as visiting students according to § 52 paragraph 2 HG are admitted to the Bachelor thesis. The FPO-B may provide for special admission requirements for the program.
- (2) The application for admission to the Bachelor thesis must be submitted in writing or electronically to the responsible examination board in accordance with the FPO-B. The application must be accompanied by evidence that the admission requirements specified in paragraph 1 and, if applicable, in the FPO-B have been met. The FPO-B may provide that the application must be accompanied by other documents.
- (3) Admission to the Bachelor thesis is announced by written notification or electronically via the campus management system.

### **§ 14**

#### **Bachelor thesis**

- (1) The Bachelor thesis should demonstrate that the candidate is able to work independently on a problem using scientific or artistic-practical methods within a given period of time and to present the results in an appropriate manner.
- (2) The share of the Bachelor thesis in the Bachelor's program is 9 credit points or 12 credit points in 1-subject programs, and 9 credit points in combined programs. The FPO-B regulates the processing time and the number of credit points for the Bachelor thesis in the 1-subject program. In combined programs, the student may choose the subprogram in which he or she will write the Bachelor thesis, provided that the relevant FPO-Bs do not contain any deviating regulations. The topic, task and scope of the work must be limited in such a way that the processing deadline can be met. The topic can only be returned once and only within a period specified in the FPO-B after the start of the processing period. In this case, a new topic will be set. The already elapsed processing time will not be counted towards the new processing time. The FPO-B may provide for an oral examination or a colloquium in addition to the Bachelor thesis, the result of which may be included in the evaluation of the Bachelor thesis.
- (3) If there is an important reason, the deadline for submitting the Bachelor thesis can be extended by a maximum of half of the processing time provided for in the FPO-B. In the cases of §§ 19 and 20, the examination board may extend the deadline for submitting the Bachelor thesis to a maximum total of twice the originally scheduled processing time. The time pursuant to sentence 1 shall be credited. As a rule, proof must be provided to the responsible examination board no later than one week before the processing deadline expires. Evidence of illness must be provided immediately in the form of a medical certificate. The possibility of withdrawal pursuant to § 18(1) shall remain unaffected.
- (4) The chairperson of the responsible examination board appoints the first reviewer and the second reviewer and, if necessary, also the third reviewer.

- (5) First, second and third reviewers must be authorized to conduct examinations within the meaning of § 9(1). The FPO-B determine that additional requirements must be met in order to be designated as a first, second, and third reviewer.
- (6) The Bachelor thesis shall generally be written in German or English. The FPO-B may stipulate that the Bachelor thesis must be completed in another language. In addition, the responsible examination board may allow other languages upon request and in consultation with the first examiner.
- (7) The FPO-B may provide supplementary regulations for the Bachelor thesis regarding the examination procedure and the formal and content-related design. These particularly include:
  1. A right of the candidate to propose the reviewers of the Bachelor thesis,
  2. procedures for assigning the topic and language of the Bachelor thesis,
  3. the formal requirements for the preparation of the Bachelor thesis,
  4. ensuring individual authorship of the Bachelor thesis and
  5. withdrawal from the Bachelor thesis before the start of the processing time.

## **§ 15**

### **Acceptance and assessment of the Bachelor thesis**

- (1) The Bachelor thesis must be submitted in due time in the form and number specified in the FPO-B to the responsible examination board or an office designated by it. The date of submission shall be kept on file. In the case of delivery of the work by mail, the time of posting at the post office (postmark) shall be decisive. If the thesis is not submitted within the deadline, it shall be assessed "unsatisfactory".
- (2) Unless otherwise stipulated in the FPO-B, the Bachelor thesis is evaluated by a first reviewer and a second reviewer (cf. § 14(4)) and assessed according to § 21. The FPO-B may provide regulations for the arrangement of the expert opinions or assessments.
- (3) The reports or assessments should be returned to the chairperson of the responsible examination board no later than eight weeks after receipt of the work. In the event of a discrepancy in the assessment, the grade of the Bachelor's thesis is formed from the arithmetic mean of the two assessments (cf. § 21(2)). The grade of the Bachelor thesis is an administrative act in the sense of the Administrative Procedure Act and is announced to the candidate in writing or electronically via the campus management system no later than ten weeks after submission of the thesis.

## **§ 16**

### **Retaking the Bachelor thesis**

- (1) In case of poor achievement, the Bachelor thesis may be retaken once.
- (2) If the Bachelor thesis has not been passed or has been definitively failed, or if it is deemed not to have been passed or definitively failed, the chairperson of the responsible examination board shall notify the candidate of this in writing. The notice shall be accompanied by instructions on how to appeal.

## **§ 17**

### **Recognition of achievements**

- (1) Coursework and examinations that have been completed in courses of study at other state or state-recognized universities, at state or state-recognized universities of cooperative education or in courses of study at international state or state-recognized universities will be recognized upon application, provided that with regard to the competencies acquired there is no significant difference to the achievements that are to be replaced.
- (2) The responsible examination board decides on the recognition according to paragraphs 1 to 7. It is the responsibility of the applicant to provide the necessary information about the achievement to be recognized. The burden of proving that an application as defined in paragraph 1 does not meet the requirements for recognition lies with the relevant examination board. In case of doubt, the latter shall consult with the responsible subject representatives. Where substantial differences are identified and demonstrated in accordance with the Lisbon Convention, the decision of non-recognition shall be justified in writing.

- (3) Decisions on applications referred to in paragraph 1 shall be taken within a period of two months.
- (4) On the basis of the recognition according to paragraph 1, and at the request of the student, the student may be placed in a semester calculated according to sentences 2 and 3. The semester in which the student is placed is determined by the number of credits acquired through recognition in relation to the total number of credits that can be acquired in the respective program, multiplied by the standard period of study of the program in semesters. If the decimal place is less than five, it is rounded down to whole semesters, otherwise rounded up, with a minimum classification of the 1st semester.
- (5) Insofar as agreements and conventions of the Federal Republic of Germany with other states on equivalences in higher education (equivalence agreements) favor students of foreign states in deviation from paragraph 1, the regulations of the equivalence agreements shall take precedence.
- (6) Upon application, other knowledge and qualifications may be recognized on the basis of submitted documents if such knowledge and qualifications are equivalent in content and level to the coursework and examinations they are intended to replace.
- (7) If examinations are credited, the grades - insofar as the grading systems are comparable - are to be adopted and included in the calculation of the final grade. If no grade is available or if the grading systems are not comparable, but there are indications that a grade has been achieved, a grade shall be determined on the basis of the grading levels in accordance with § 21(1) and shall proceed in accordance with sentence 1. If there are no indications, the remark "passed" is included - if applicable. The credit will be marked on the Transcript of Records.

## § 18

### Failure, withdrawal, deception

- (1) A study or examination shall be deemed to have been assessed as "unsatisfactory" or to have been failed if the candidate misses an examination date or a set date for achievement without good cause or if he/she withdraws without good cause after commencement of the coursework or examination. The same applies if a written study or examination is not completed within the scheduled processing time.
- (2) In particular, the following shall be considered good cause: incapacity to take examinations due to illness, use of protection periods in accordance with §§ 3, 4, 6 and 8 of the Maternity Protection Act and of periods of the Federal Parental Allowance and Parental Leave Act (cf. § 19(1) and (2)) or, in urgent cases, the care of the spouse, the registered partner, a relative in a direct line or a relative by marriage in the first degree, if the latter is in need of care or support (cf. § 19(3)). Insofar as the observance of deadlines, the reasons for missing coursework or examinations and the observance of processing times for the Bachelor thesis or coursework or examination are affected, the illness of a child to be cared for predominantly by the candidate alone is equivalent to an illness of the candidate.
- (3) The important reason asserted for the withdrawal or the failure to attend must be reported in writing to the responsible examination board without delay, as a rule within three working days at the latest (receipt at the examination office or postmark), and must be substantiated. In case of illness of the candidate, a medical certificate stating that he/she is unable to take the examination must be submitted. If the certificate is accepted, the candidate will be notified. If the examination board does not recognize the certificate, the course or examination will be graded as "unsatisfactory".
- (4) If a submission deadline is not met for an important reason, the responsible examination board can, upon request, extend the submission deadline by a maximum of half of the originally scheduled processing time. In the cases of §§ 19 and 20, the examination board may extend the submission deadline to a maximum total of twice the originally scheduled processing time. The possibility of withdrawal pursuant to paragraph 1 shall remain unaffected.
- (5) If the candidate attempts to influence the result of his/her coursework or examination by deception, e.g. the use or carrying of unauthorized aids or the submission of plagiarism, the study or examination in question shall be deemed to have been assessed as "unsatisfactory". The actual determination of the facts shall be made by the respective examiner or assessor in the case of oral coursework or examination, and by the respective examiner or supervisor in the case of written coursework or examination, and shall be made a matter of record; in the case of the Bachelor thesis, this shall be done by the examiners. The decision as to whether deception has occurred shall be made by the responsible examination board after consulting with the persons concerned beforehand.

- (6) If the candidate attempts to influence the result of his/her study or examination by influencing examination bodies or persons entrusted by them with the administration of examination matters, the study or examination may be assessed as "unsatisfactory".
- (7) In the case of multiple or other serious attempts at deception, the candidate may also be exmatriculated.
- (8) A candidate who disrupts the orderly conduct of the examination may be excluded from continuing the study or examination by the respective examiner or supervisor, usually after a warning; in this case, the study or examination in question shall be deemed to have been graded "unsatisfactory". Prior to the decision, the parties concerned shall be given the opportunity to comment. The hearing and the reasons for the exclusion shall be kept on file. If the candidate is excluded from taking coursework or examination, he/she may request that this decision be reviewed by the responsible examination board.
- (9) The responsible examination board must inform the persons concerned immediately in writing of any incriminating decisions and give reasons for them.

## **§ 19**

### **Family regulation, protection regulations and absence**

- (1) At the request of a candidate, the maternity protection periods as specified in the Maternity Protection Act in force from time to time shall be taken into account accordingly. Maternity leave periods interrupt any time limit of these examination regulations and the FPO-B; the duration of maternity leave is not included in the time limit.
- (2) Likewise, the periods of parental leave in accordance with the applicable Federal Parental Allowance and Parental Leave Act shall be taken into account upon application. The candidate must inform the responsible examination board no later than four weeks before the date from which he/she wishes to take parental leave for which period or periods he/she wishes to take parental leave.
- (3) Upon request, periods of absence due to the care of spouses, registered partners, relatives in a direct line or first-degree relatives may also be taken into account if they are in need of care or support. The application must be submitted immediately after the conditions have been met.
- (4) Applications must be accompanied by the evidence required for consideration.

## **§ 20**

### **Compensation for disadvantages for disabled and chronically ill students**

If a candidate provides suitable evidence that he or she is unable to use his or her existing intellectual abilities in the performance of his or her duties due to a chronic illness or a disability within the meaning of Section 2, Paragraph 1 of Book IX of the German Social Code (SGB IX) and is therefore unable to complete all or part of the coursework or examinations within the specified deadlines, the relevant examination board shall allow the processing time

for coursework or examinations to be extended or the deadlines for the completion of coursework or examinations or the completion of equivalent coursework or examinations to be extended in a form appropriate to the candidate's needs.

## **§ 21**

### **Assessment and award of grades**

- (1) The grades of the examinations and the graded coursework are determined by the respective examiners or teaching staff and announced via the campus management system. The following grades are to be used for assessment:

- 1 = Very good; An outstanding performance;
- 2 = Good A performance that is significantly above the average requirements;
- 3 = Satisfactory A performance that corresponds with the average requirements;
- 4 = Adequate A performance that still meets the requirements despite its shortcomings;
- 5 = Unsatisfactory = A performance that no longer meets the requirements due to significant shortcomings.

By decreasing or increasing the individual grades by 0.3, intermediate values can be formed for differentiated assessment. The grades 0.7; 4.3; 4.7 and 5.3 are hereby excluded. In deviation from sentence 4, the FPO-B may provide that the intermediate values 4.3 and 4.7 may be formed. Sentences 2 to 5 also apply to the Bachelor thesis.

- (2) If two reviewers or examiners do not agree on the grade, the grade of the Bachelor thesis or the examination is calculated from the arithmetic mean of the two assessments. If one of the two different assessments is "unsatisfactory" or if the two assessments differ by more than two full grades, the achievement is assessed by a third evaluator or by a third examiner. In this case, unless the FPO-B provides otherwise, the grade is formed from the arithmetic mean of the three grades awarded. The grade formed from the arithmetic mean must result in at least the grade "sufficient" otherwise, the Bachelor thesis or the examination is not passed. Paragraph 6 applies accordingly to the designation of the Bachelor thesis on the certificate.
- (3) Insofar as a grade for an overall examination (cf. § 11 paragraph 2) is formed from different grades, the grade is calculated from the arithmetic mean of the grades of the individual examination elements according to the weighting specified in the MBS.
- (4) Unless otherwise stipulated in the FPO-B, the final grade for the Bachelor's program is calculated from the arithmetic mean of the individual grades, which are weighted according to the credit points on which the respective module is based. In the case of combined programs, sentence 1 applies accordingly to the formation of a subject grade for a subprogram.
- (5) Unless otherwise stipulated in the FPO-B, grades formed from several individual grades are rounded to the first decimal place. Only the second decimal place is taken into account during rounding; all other decimal places are deleted without rounding. The number 5 is rounded down.
- (6) If a grade is calculated from an arithmetic mean in accordance with paragraph 4, the assessment of the grade thus calculated shall be as follows in the case of an average

to	1.5		Very good;	
to	1.5	to	2.5	Good;
to	2.5	to	3.5	Satisfactory;
to	3.5	to	4.0	Adequate
to	4.0		Unsatisfactory	

- (7) The Bachelor thesis, an examination or graded coursework is passed if the achievement is graded with "adequate" or better. Ungraded coursework is passed if it has been assessed with "passed". If an examination consists of several examination elements, the examination is passed if the overall examination is passed after completion of all examination elements (cf. § 12(2)).

Coursework and examinations are not passed if they have been graded with "unsatisfactory" or, if they have not been graded (examinations in orientation modules and coursework), have been graded with "not passed". If an examination consists of several examination elements, the examination is not passed if the overall examination is not passed (cf. § 12(3)).

## § 22

### Completion of the program

- (1) The Bachelor's program has been successfully completed by those who have achieved all the achievements required for the program in accordance with the FPO-B and, if applicable, the internship regulations, and who have acquired the number of credit points for the program as stipulated in the FPO-B.

- (2) A candidate has definitively failed the Bachelor's program if an examination required for the completion of the Bachelor's program or the Bachelor thesis has definitively been failed.
- (3) If a candidate has not successfully completed the Bachelor's program, he or she will be issued a Transcript of Records upon request for the total number of coursework and examination credits earned, including the ECTS credits earned.

### **§ 23**

#### **Bachelor report and Bachelor certificate**

- (1) If the student has successfully completed the Bachelor's program, he or she will receive a report of results, which contains the program, if applicable the selected subprograms with the subject grades, the topic and grade of the Bachelor thesis as well as the final grade. The report shows the date on which the last achievement was accomplished. It is signed by the chairperson of the relevant examination board.
- (2) At the same time as the report, the student is issued a Bachelor's certificate with the date of the certificate. This certifies the award of the university degree in accordance with § 3.
- (3) The Bachelor's certificate is signed by the dean of the faculty to which the subject that accounts for the highest proportion of credit points in the degree belongs and by the chairperson of the relevant examination board.
- (4) The Bachelor's report and Bachelor's certificate shall bear the seal of the faculty responsible in accordance with paragraph 3.

### **§ 24**

#### **Diploma Supplement and Transcript of Records**

- (1) A Diploma Supplement and a Transcript of Records are issued to the graduate together with the certificate of completion of the Bachelor's program.
- (2) The Diploma Supplement contains, in particular, the essential course contents on which the degree is based, the course of study and the competences acquired with the degree. The Diploma Supplement is supplemented by information about the university and the German study system.
- (3) The Transcript of Records provides information about the individual course of study, the duration of study, the chosen subject profile, if applicable, all successfully completed modules as well as all achievements during the course of study (incl. the Bachelor thesis) and their assessments. In particular, it also contains the individual module grades. In addition, in accordance with the ECTS guidelines in the currently valid version, an overview is shown with the respective final grade as to what percentage of the students of the respective past graduating year achieved which final grade within the standard period of study.
- (4) The Diploma Supplement and the Transcript of Records shall be signed by the chairperson of the responsible examination board and shall bear the seal of the faculty in accordance with § 23(3).

### **§ 25**

#### **Access to examination files**

- (1) After completion of the individual examinations or the Bachelor thesis, the candidate must be granted access to his/her written examination results or the Bachelor thesis and the related reports as well as the examination records. The procedure for access is determined by the responsible examination board. § 29 of the Administrative Procedure Act for the State of North Rhine-Westphalia shall apply accordingly.
- (2) If written work is handed over to the students, the right of inspection according to paragraph 1 is fulfilled at the same time.

## **§ 26**

### **Invalidation of examinations and revocation of the Bachelor's degree**

- (1) If the requirements for admission to an examination were not fulfilled without the candidate intending to deceive, and if this fact only becomes known after the announcement of the examination result, this defect is remedied by passing the examination. If the candidate has intentionally obtained the admission wrongfully, the responsible examination board shall decide on the legal consequences in compliance with the Administrative Procedure Act for the State of North Rhine-Westphalia.
- (2) If the candidate has cheated in an examination and this fact only becomes known after the result of the examination has been announced or after the certificate has been issued, the responsible examination board may subsequently correct the grades for those examinations in the performance of which the candidate has cheated and declare the examination to have been failed in whole or in part. The incorrect certificate will be withdrawn and, if necessary, a new one will be issued.
- (3) The degree may be revoked if it is subsequently found to have been obtained by deception or if essential requirements for the award were mistakenly considered to have been met. The responsible examination board decides on the revocation.
- (4) Prior to the decision, the candidate shall be given the opportunity to comment.
- (5) A decision under paragraph 1, sentence 2, paragraph 2 and paragraph 3 is excluded after a period of five years from the date of award of the degree. The period between the initiation and termination of administrative proceedings to examine the withdrawal of the degree award shall not be included in the five-year period under sentence 1. In all other respects, § 48(1) and (3) of the Administrative Procedure Act for the State of North Rhine-Westphalia shall apply.

### **Special regulations for teaching**

## **§ 27**

### **Bachelor degree (teaching)**

- (1) Upon successful completion of the Bachelor's program for a teaching profession, the university shall award the university degree of "Bachelor of Arts" (B.A.) or "Bachelor of Science" (B.Sc.).
- (2) The degree designation is based on the subject area whose importance predominates in the program. The importance is defined by the proportion of credit points in the overall program. The degree designation of the subject group that accounts for the highest percentage of credit points in the program is awarded.

## **§ 28**

### **Admission requirements and barriers to enrollment (teaching)**

In addition to § 4, the following admission requirements apply for admission to a Bachelor's program in teaching:

- (1) For admission to a Bachelor's degree qualifying for a teaching degree, knowledge of two foreign languages must be proven, usually by the university entrance qualification. Students who have learned a language other than German as their first language and have acquired their university entrance qualification in German only have to prove knowledge of one other language. Student teachers who cannot demonstrate proficiency in two foreign languages should acquire proficiency in the second foreign language during the Bachelor's program. Proof of this foreign language knowledge is a certificate of successful completion of consecutive university foreign language courses totaling 6 SWH or proof that level A2 of the Common European Framework of Reference for Languages has been achieved in the language in question. In deviation from sentence 1, knowledge of a foreign language must be demonstrated for the teaching profession at vocational colleges with a vocational specialization.
- (2) For the Bachelor's degree qualifying to teach at Gymnasiums and Gesamtschulen, the language skills listed in the table are additionally required for some teaching subjects. The evidence is generally a prerequisite for admission to the Bachelor thesis (§§ 13 and 32). It is recommended to acquire the additional foreign language skills before starting the Bachelor's program, if possible.

<b>Study/teaching subject</b>	<b>Foreign language skills for Gym/Ge</b>
History	Latin knowledge at the level of a lower Latin certificate
Philosophy/practical philosophy	Latin knowledge at the level of a lower Latin certificate
Protestant religious education	Graecum and Latinum or Graecum and Hebraicum
Catholic religious education	Latinum, Hebrew and Greek (basic skills)

The foreign language skills referred to in this paragraph may also be covered by the foreign languages to be demonstrated in paragraph 1. If the knowledge of Latin and Greek is not proven by the certificate of the general university entrance qualification, an extension examination to the Abitur certificate must be taken, for which the circular of the Ministry of Education of the State of North Rhine-Westphalia of 02.04.1985 in the version of 17. 07.2006 (administrative regulation to § 22(3) of the regulation about the Abitur examination for non-students) - File: III A 2.3657/0 No. 217/85 - "Order of extension examinations to the Abitur certificate in Greek, Latin, Hebrew (Graecum/Latinum/Hebraicum)" - BASS 19 - 33 No. 3 applies. In deviation from sentence 5, knowledge at the level of a lower Latin certificate, which is not proven by the certificate of the general university entrance qualification or an extension examination to the Abitur certificate, can also be proven by a certificate of Latin knowledge at the level of a lower Latin certificate.

- (3) Enrollment in a (sub)program in the teaching profession is excluded if the applicant has definitively failed an examination required by the FPO-B a (sub)program with significant content-related proximity to the (sub)program in which enrollment is to take place. There is considerable proximity in terms of content, especially when the same school form is combined with the same subject or learning area.

## **§ 29**

### **Practical elements (teaching)**

- (1) Practical phases must be completed in the Bachelor's program for teaching. These include:
  1. An aptitude and orientation internship of at least 25 days worth 4 credit points, which is usually completed in the first year of study at a school type corresponding to the program, if possible within five weeks, and is accompanied by educational science in the amount of 2 credit points.
  2. An internship of at least four weeks in the professional field, worth 5 credit points, which as a rule is to be completed outside of school and is coordinated by the teachers in the educational sciences to the extent of 1 credit point and can also be supervised by the subject sciences or the subject didactics.
- (2) The goal of the aptitude and orientation internship is the critical-analytical examination of school practice, the reflection of aptitude for the teaching profession and the development of the professional perspective for further studies.
- (3) The goal of the professional field internship is to open up more concrete career perspectives for students, usually outside of the classroom.
- (4) All practical elements are documented in a portfolio.
- (5) Further details are regulated by the internship regulations for the Bachelor's teaching programs as well as the subject examination regulations for educational sciences/if applicable, the respective FPO-B at the University of Siegen.
- (6) For admission to the North Rhine-Westphalian preparatory service for the teaching profession at vocational colleges, evidence must also be provided of relevant practical work of 12 months' duration (in accordance with the Ordinance on Admission to the North Rhine-Westphalian Preparatory Service for Teaching Professions at Schools and Requirements for Nationwide Mobility (Lehramtszugangsverordnung- LZV), as amended). Further details are regulated by the guidelines for practical work in the programs for teaching at vocational colleges at the University of Siegen.

## § 30

### Program structure (teaching)

- (1) The teaching-related Bachelor's program includes several subprograms (combination program). It is only possible as a full-time course. The standard period of study for the Bachelor's program in teaching is six semesters, including the Bachelor thesis.
- (2) The Bachelor's program in elementary school teaching (without integrated special needs education) is structured as follows:

Out of the 180 credit points (CP) from the Bachelor's program:

1. 36 CP are awarded to learning area I: Basic language education,
2. 36 CP are awarded to learning area II: Basic mathematics,
3. 36 CP are awarded to the study of learning area III or the teaching subject,
4. 39 CP are awarded to the educational science program,
5. 12 CP are awarded to the practical elements in the Bachelor's program (aptitude and orientation internship and professional field internship) including their university supervision,
6. 12 CP are awarded to the in-depth study of learning area I, II or III or the teaching subject as well as
7. 9 CP awarded to the Bachelor thesis.

During the Bachelor's and Master's program, at least 15 subject didactic credit points must be studied per learning area or teaching subject; of these, at least 3 subject didactic credit points must be studied in the Master's program.

During the Bachelor and Master's program, at least 5 credit points per learning area or teaching subject must be studied on inclusion-oriented issues and at least 4 credit points in educational sciences on specific issues of inclusion of students with special educational needs.

- (3) The Bachelor's program for teaching at secondary schools (Haupt-, Real-, Sekundar- and Gesamtschulen) (without special educational needs) is structured as follows:

Out of the 180 CP from the Bachelor's program:

1. 54 CP are awarded to study of the first subject,
2. 54 CP are awarded to study of the second subject,
3. 51 CP are awarded to the educational science program,
4. 12 CP are awarded to the practical elements in the Bachelor's program (aptitude and orientation internship and professional field internship) including their university supervision as well as
5. 9 CP awarded to the Bachelor thesis.

During the Bachelor's and Master's program, at least 20 subject didactic credit points must be studied per teaching subject; of these, at least 4 subject didactic credit points must be studied in the Master program.

During the Bachelor's and Master's program, at least 5 credit points per teaching subject must be studied on inclusion-oriented issues and at least 4 credit points in educational sciences on specific issues of inclusion of students with special educational needs.

- (4) The Bachelor's program for secondary school (Gymnasium and Gesamtschulen) teachers is structured as follows: Out of the 180 credit points

1. 72 CP are awarded to study of the first subject,
2. 72 CP are awarded to study of the second subject,
3. 15 CP are awarded to the educational science program,
4. 12 CP are awarded to the practical elements in the Bachelor's program (aptitude and orientation internship and professional field internship) including their university supervision as well as
5. 9 CP awarded to the Bachelor thesis.

During the Bachelor's and Master's program, at least 15 subject didactic credit points must be studied per teaching subject; of these, at least 3 subject didactic credit points must be studied in the Master program.

During the Bachelor's and Master's program, at least 5 credit points per teaching subject must be studied on inclusion-oriented issues and at least 4 credit points in educational sciences on specific issues of inclusion of students with special educational needs.

Instead of two subjects, only the subject of art or only music can apply. In this case, 144 credit points are awarded to the corresponding subject (§ 4(2) sentence 4 LZV).

- (5) The Bachelor's program in teaching at vocational colleges (Model A: teaching subject or professional specialization) is structured as follows:

Out of the 180 CP from the Bachelor's program:

1. 72 CP are awarded to the study of the first subject (or professional specialization),
2. 72 CP are awarded to the study of the second subject (or professional specialization),
3. 15 CP are awarded to the educational science program,
4. 12 CP are awarded to the practical elements in the Bachelor's program (aptitude and orientation internship and professional field internship) including their university supervision as well as
5. 9 CP awarded to the Bachelor thesis.

During the Bachelor's and Master's program, at least 15 subject didactic credit points must be studied per teaching subject or professional specialization; of these, at least 3 subject didactic credit points must be studied in the Master's program.

During the Bachelor's and Master's program, at least 5 credit points per teaching subject or professional specialization must be studied on inclusion-oriented issues and at least 4 credit points in educational sciences on specific issues of inclusion of students with special educational needs.

- (6) The Bachelor's program in teaching at vocational colleges (Model B: major professional specialization and minor professional specialization) is structured as follows:

Out of the 180 CP from the Bachelor's program:

1. 108 CP are awarded to the study of the major professional specialization,
2. 36 CP are awarded to the study of the minor professional specialization,
3. 15 CP are awarded to the educational science program,
4. 12 CP are awarded to the practical elements in the Bachelor's program (aptitude and orientation internship and professional field internship) including their university supervision as well as
5. 9 CP awarded to the Bachelor thesis.

During the Bachelor's and Master's program, at least 15 subject didactic credit points must be studied in the major professional specialization; of these, at least 3 subject didactic credit points must be studied in the Master's program.

During the Bachelor and Master's program, at least 5 credit points on inclusion-oriented issues must be studied in the major professional specialization and at least 4 credit points on specific issues of inclusion of students with special educational needs must be studied in the educational sciences.

- (7) The possible combinations of subjects or learning areas can be found in Appendix 3.

## **§ 31**

### **Examination board (teaching)**

- (1) For the Bachelor's programs in teaching, a central examination board for teaching professions and subject examination boards are formed. The central examination board for teaching is supported in its work by the central examination office for teaching.
- (2) The central examination board for teaching has nine members, preferably from different teaching units involved in teacher training. These are five members from the group of university lecturers, two from the group of academic staff and two members from the group of students. If possible, these are members of the subject examination boards for teaching professions. One member from the group of university lecturers must be from the field of educational sciences. The head of the central examination office for teaching is an advisory member of the central examination board for teaching. The term of office is 2 years, that of the student members 1 year. Re-election is permitted. The central examination board for teaching is convened and chaired by the chairperson.

- (3) The members and deputies of the central examination board for teaching shall be elected by the ZLB Council on the recommendation of the faculties, in deviation from § 8(1). The central examination board for teaching departments is responsible for all tasks assigned to the examination board under these examination regulations and the FPO-Bs. § 8 Paragraph 9 remains unaffected.
- (4) The members and deputies of the subject examination boards are elected by the respective faculty councils. At least one member from the group of university teachers must be active in the teaching profession.
- (5) Deviating from § 8(9), the subject examination board is not responsible for deciding on the recognition of practical elements. This is the responsibility of the central examination board for teaching.

## **§ 32**

### **Prerequisites and admission to the Bachelor thesis (teaching)**

- (1) In addition to § 13 paragraph 1, the prerequisite for admission to the Bachelor thesis is proof of:
  1. At least 120 credit points from the entire program,
  2. The successfully completed internship (aptitude and orientation internship as well as the professional field internship) as well as
  3. for the teaching profession at Gymnasien and Gesamtschulen, proof of language skills in accordance with § 28(1 and 2).
- (2) The evidence must additionally be enclosed with the application for admission to the Bachelor thesis according to § 13(2). The proof of the successfully completed aptitude and orientation internship as well as the professional field internship can be submitted later until the issue of the topic for the Bachelor thesis.

## **§ 33**

### **Assessment and award of grades (teaching)**

- (1) § 21(1) sentence 5 does not apply to the Bachelor program in teaching.
- (2) Unless otherwise stipulated in the FPO-B, all module grades are weighted according to the respective underlying credit points and are included in the final grade as well as in the respective subject grade. At least three module grades per subject must be included in the final grade, and at least two module grades in elementary school teaching. Both subject didactic and subject-related components must be taken into account. Further details are regulated by the FPO-B. For the subject Educational Sciences, the division into subject didactics and subject science does not apply.
- (3) Grades formed from several individual grades are rounded to the first decimal place. Only the second decimal place is taken into account during rounding; all other decimal places are deleted without rounding. The number 5 is rounded down.

## **§ 34**

### **Bachelor's report and Bachelor's certificate (teaching)**

- (1) In deviation from § 23(2), the award of the university degree shall be certified in accordance with § 27.
- (2) In deviation from § 23(3), the Bachelor's certificate shall be signed by the dean of the faculty to which the subject in which the Bachelor thesis has been accepted belongs. The Bachelor's certificate shall also bear the seal of the faculty in accordance with sentence 1. Furthermore, the Bachelor's certificate is signed by the chairperson of the central examination board for teaching.
- (3) In deviation from § 23(4), the report shall bear the seal of the central examination office for teaching.

## **§ 35**

### **Diploma Supplement and Transcript of Records (teaching)**

- (1) In addition to § 24, the Transcript of Records contains information on the inclusion-oriented achievements in the subjects/learning areas and the educational sciences.

- (2) In deviation from § 24(4), the Diploma Supplement and the Transcript of Records shall bear the seal of the central examination office for teaching.

### **Entry into force**

#### **§ 36**

### **Entry into force and publication**

- (1) This framework examination regulation comes into force on October 1, 2018. It will be published in the University's official gazette "Amtliche Mitteilungen der Universität Siegen" ("Official Announcements of the University of Siegen").
- (2) It applies - restrictively to § 1(1) - to programs and subprograms in the Bachelor's program with the entry into force of the respective FPO- , in accordance with the transitional regulations made in the FPO-B.
- (3) Examination regulations for Bachelor's programs that do not comply with the requirements of these framework examination regulations and for which expiry has not already been decided or will be decided by October 1, 2020, shall be adapted to these framework examination regulations by the winter semester 2020/2021.
- (4) The expiry of examination regulations that do not comply with the requirements of these framework examination regulations and the transitional provisions shall be regulated in the respective FPO-B or in a separate regulation.
- (5) In deviation from paragraph 2, these framework examination regulations for teacher training subprograms in the Bachelor's program shall apply as of October 1, 2020, to all students who enroll in a Bachelor's program in the teaching profession for the first time as of the winter semester 2020/2021. Students who were already enrolled in a Bachelor's program in teaching prior to the winter semester 2020/2021 have the option, upon application, to complete their studies according to the provisions of these framework examination regulations and the corresponding subject examination regulations. The application must be addressed to the central examination office for teaching and cannot be revoked.

Issued pursuant to resolutions of the Senate of December 20, 2017, and July 11, 2018.

Siegen, August 1, 2018

The rector

Signed

(University Professor Dr. Holger Burckhart)



**Appendix 1**

**Draft subject examination regulations (FPO-B)**

**Draft**

**Subject examination regulations (FPO-B)**

**for the subject ...**

**in the Bachelor's program  
at the University of Siegen**

**Dated**

On the basis of § 2(4) and § 64(1) of the Act on Higher Education Institutions of the State of North Rhine-Westphalia (Higher Education Act - [HG]) dated September 16, 2014 (Laws and Regulations [GV.] NRW. p. 547), last amended by the Law of October 17, 2017 (Laws and Regulations [GV.] NRW. p. 806), the University of Siegen has issued the following subject examination regulations for the framework examination regulations (RPO-B) for the Bachelor's program at the University of Siegen dated XX(Official announcement XX/ XX):



Article 1

Scope of validity article 2

Regulations for the 1-subject program XX

§ 1 Program model

§ 2 Goals of the program

§ 3 Bachelor degree

§ 4 Special admission requirements

§ 5 Overseas study and internships

§ 6 Examination board

§ 7 Examiners and assessors

§ 8 Program scope and program structure

§ 9 Coursework and examinations

§ 10 Retaking examinations

§ 11 Bachelor thesis

§ 12 Assessment and award of grades

§ 13 Application and transitional regulations

Article 3

Regulations for the subject-related combined study program XX

§ 1 Program models

§ 2 Goals of the program

§ 3 Bachelor degree

§ 4 Special admission requirements

§ 5 Overseas study and internships

§ 6 Examination board

§ 7 Examiners and assessors

§ 8 Program scope and program structure

§ 9 Coursework and examinations

§ 10 Retaking examinations

§ 11 Bachelor thesis

§ 12 Assessment and award of grades

§ 13 Application and transitional regulations

Article 4

Regulations for the teaching program XX

§ 1 Program models

§ 2 Goals of the program

§ 3 Bachelor degree

§ 4 Special admission requirements

§ 5 Overseas study and internships

§ 6 Examination board  
§ 7 Examiners and assessors  
§ 8 Program scope and program structure  
§ 9 Coursework and examinations  
§ 10 Retaking examinations  
§ 11 Bachelor thesis  
§ 12 Assessment and award of grades  
§ 13 Application and transitional regulations

Article 5

Interdisciplinary export modules offered

Article 6

Entry into force and publication

Appendices

Study plans

*Appendix 1 to Article 2: Study plans according to program model in the 1-subject program.*

*Appendix 2 to Article 3: Study plans according to program model in the subject-related combined program.*

*Appendix 3 to Article 4: Study plans according to program model in the teaching program elective modules*

*Appendix 4 to Article 2: List of elective modules according to § 8(4)*

*Appendix 5 to Article 3: List of elective modules according to § 8(4)*

*Appendix 6 to Article 4: List of elective modules according to § 8(4)*

Module descriptions

*Appendix 7 to Articles 2 - 4: Module descriptions*

*Appendix 8 to Article 5: Module descriptions of modules offered for export only*

Deviations in articles are possible depending on the number of programs, including multiple 1-subject programs and/or separation of teaching regulations for individual types of schools, if applicable (e.g., Article 2a, Article 2b, etc.).

## **Article 1**

### **Scope**

- (1) These subject examination regulations, together with the framework examination regulations (RPO- B) for the Bachelor's program at the University of Siegen dated XX (Official announcement XX/20XX), as amended, regulate the studies in the subject XX.
- (2) XX can be studied as a 1-subject program and/or as a subprogram in the combined program and/or subprogram in teaching.
- (3) Article X contains regulations on study of the subject XX as a 1-subject program. Article X contains regulations for the study of the subject XX as a subject-related combined program. Article X contains regulations on study of the subject XX as a subprogram in teaching.

## **Article 2**

### **Regulations for the 1-subject program XX § 1**

#### **Program model**

XX is studied as a 1-subject program.

#### **§ 2**

#### **Goals of the program**

#### **§ 3**

#### **Bachelor degree**

Upon successful completion of the program, the university will award the degree of XX<sup>1</sup>.

#### **§ 4**

#### **Special admission requirements**

- (1) (If applicable:)<sup>X</sup> Supplementary to § 4(1) and (2) RPO-B, the prerequisite for access to the subject-related study XX is also the proof of XX.
- (2) (If applicable:) Enrollment is to be denied if the applicant has definitively failed an examination required by these examination regulations in a program with a significant content-related proximity to this program.

#### **§ 5**

#### **Overseas study and internships**

(If applicable:)<sup>X</sup> Overseas study and/or internships are (not) compulsory. (If applicable:)<sup>X</sup>

The internship regulations apply to internships XX (Official announcement XX/20 XX).

#### **§ 6**

#### **Examination board**

- (1) For the tasks specified in § 8 RPO-B and in this article, the Faculty XX forms a subject examination board for the 1-subject program XX. (If applicable:)<sup>X</sup> Regulations for the examination office.
- (2) The subject examination board consists of

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<sup>1</sup> Depending on the program, the "Bachelor of Arts" (B.A.), "Bachelor of Science" (B.Sc.) or the "Bachelor of Laws" (LL.B.) is entered according to § 3 RPO-B.

- a) XX members from the group of university lecturers,
  - b) XX members from the group of academic staff and
  - c) XX members from the group of students.
- (3) The term of office of the members from the group of university lecturers and the members from the group of academic staff is XX years. The term of office for members from the student group shall be XX years.
- (4) *(If applicable):<sup>x</sup>* Deputies shall be elected for the members referred to in paragraph 2 in the event that they are prevented from attending; their term of office shall be governed by paragraph 3.
- (5) *(If applicable):<sup>x</sup>* Regulations on compulsory reporting in accordance with § 8(8) RPO-B.

## § 7

### Examiners and assessors

- (1) The examination authorization is based on § 9 RPO-B.
- (2) *(If applicable):<sup>x</sup>* In deviation from paragraph 1, only those persons may be appointed as examiners who have XX.
- (3) *(If applicable):<sup>x</sup>* In deviation from § 9(2) RPO-B, the following shall be appointed as examiners ...
- (4) *(If applicable):* An assessor in oral examinations can only be those persons who have XX.

## § 8

### Program scope and program structure

- (1) For successful completion of the Bachelor's program, XXX credit points must be earned in the program XX.
- (2) The standard period of study is XX semesters. The program is possible in full-time *(if applicable):<sup>x</sup>* and part-time.
- (3) Module overview:

No.	Module	SL <sup>1</sup>	PL <sup>2</sup>	LP <sup>3</sup>	OM <sup>4</sup>	P/WP <sup>5</sup>	Reference to module description

<sup>1</sup> SL = Coursework | <sup>2</sup> PL = Examination | <sup>3</sup> CP = Credit points | <sup>4</sup> OM = Orientation module according to § 11(3) RPO-B | <sup>5</sup> P/WP = Compulsory module/elective module

The recommended semester of study results from the study plan (Appendix XX).

- (4) *(If applicable):<sup>x</sup>* Supplementary information on elective modules.
- (5) Possible forms of learning are: XX. The specific form of teaching can be taken from the module description

## § 9

### Coursework and examinations

- (1) In addition to § 10(1) and § 11(6) RPO-B, the following forms are provided for coursework and examinations:
  1. Coursework:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
  2. Examinations:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
- (2) (If applicable):<sup>X</sup>Prerequisite for admission to the examination in module XX is...
- (3) (If applicable):<sup>X</sup>The examinations in the modules marked as orientation modules in this Article § 8(3) are ungraded/do not count towards the final grade.
- (4) (If applicable):<sup>X</sup> In deviation from § 10(6) and § 11(15) RPO-B, the assessments of coursework and examinations should be communicated no later than XX weeks after the date of completion or submission.

## § 10

### Retaking examinations

- (1) Retake dates for failed examinations are offered XX.
- (2) (If applicable):<sup>X</sup> Deviating from § 12(5) RPO-B, the examinations in the modules XX XX can be retaken.
- (3) (If applicable):<sup>X</sup> Regulation on retake examination(s) to improve grades in accordance with § 12(1) RPO-B.
- (4) (If applicable):<sup>X</sup> Regulation on supplementary examinations in accordance with § 12(4) RPO-B.
- (5) (If applicable):<sup>X</sup> Regulation on the form of examination for retake examinations in accordance with § 12(5) sentence 7 RPO-B.
- (6) Regulation on failing an elective module in accordance with § 12(8) RPO-B.

## § 11

### Bachelor thesis

- (1) The Bachelor thesis accounts for XX credit points of the Bachelor's program. (If applicable):<sup>X</sup>The grade of the Bachelor thesis is included in the final grade with XX %.
- (2) The application for admission to the Bachelor thesis must be submitted in *writing/electronically*<sup>2</sup> to the examination board. The admission to the Bachelor thesis is based on § 13 RPO-B.  
(If applicable):<sup>X</sup> State specific admission regulations/documents.
- (3) The processing time is XX weeks. The length of the Bachelor thesis should not exceed XX pages. The topic of the Bachelor thesis can be returned only once within XX.
- (4) (If applicable): Listing of further regulations concerning the examination procedure, the preparation as well as the language of the Bachelor thesis according to § 14(5, 6 and 7) RPO-B.<sup>3</sup>

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<sup>2</sup> Delete where inapplicable.

<sup>3</sup>According to § 14(5, 6, 7) RPO-B, this includes in particular the following information: supplementary regulations on the qualification of the reviewer, the candidate's right to propose reviewers for the Bachelor thesis, procedures for assigning the topic and language of the Bachelor thesis, formal requirements for the preparation of the Bachelor thesis, ensuring individual authorship of the Bachelor thesis and withdrawal from the Bachelor thesis before the start of the processing time.

- (5) The Bachelor thesis must be submitted in XX copies in XX form to the examination board of the faculty XX.
- (6) (If applicable:)<sup>X</sup> In deviation from § 15(2) RPO-B, the Bachelor thesis is only assessed by one reviewer.
- (7) (If applicable:)<sup>X</sup> The Bachelor thesis is defended in an oral examination/colloquium. The result of the oral examination/colloquium is included in the grade of the Bachelor thesis by XX %.

## **§ 12**

### **Assessment and award of grades**

- (1) (If applicable:) In deviation from § 21(1) RPO-B, the award of the intermediate grades 4.3 and 4.7 is possible.
- (2) (If applicable:)<sup>X</sup> In deviation from § 21(2) RPO-B, the grade of the Bachelor thesis or the examination is formed by three reviewers or examiners XX.
- (3) (If applicable:)<sup>X</sup> Deviating from § 21(4) RPO-B, the final grade is calculated XX.
- (4) (If applicable:)<sup>X</sup> Deviations from § 21(5) RPO-B.

## **§ 13**

### **Application and transitional regulations**

- (1) These subject examination regulations apply to all students who have enrolled in this Bachelor's program at the University of Siegen for the first time as of the winter semester XX.
- (2) The examination regulations/subject-related regulations .... (Official announcement) cease/s to be in force on. Students who were enrolled in the XX program prior to the winter semester XX may still complete their studies in accordance with these examination regulations/subject-related regulations until that time.
- (3) Students who were already enrolled in the XX program prior to the winter semester XX have the opportunity, upon application, to complete their studies according to the provisions of the Framework examination regulations XX and these subject examination regulations. The application must be addressed to the relevant examination board and cannot be revoked.

## **Article 3**

### **Regulations for the subject-related combined program XX**

## **§ 1**

### **Program models**

In the combined program, XX can be studied as a core subject, an expanded core subject, or a supplementary subject. As a core subject, XX can be combined with core subjects XX and supplementary subjects XX. As a supplementary subject, XX can be combined with the core subjects XX.<sup>4</sup>

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<sup>4</sup> If the number of possible combinations is too large and the continuous text is therefore unclear, it is possible to attach the possible combinations in an appendix and to refer to the appendix at this point.

## § 2

### Goals of the program

## § 3

### Bachelor degree

Upon successful completion of the program, the university will award the degree of XX<sup>5</sup>.

## § 4

### Special admission requirements

- (1) (If applicable:)<sup>X</sup> Supplementary to § 4(1) and (2) RPO-B, the prerequisite for access to the subject-related study XX is also the proof of XX.
- (2) (If applicable:) Enrollment is to be denied if the applicant has definitively failed an examination required by these examination regulations in a program with a significant content-related proximity to this program.

## § 5

### Overseas study and internships

(If applicable:)<sup>X</sup> Overseas study and/or internships are (not) compulsory. (If applicable:)<sup>X</sup>

The internship regulations apply to internships XX (Official announcement XX/20 XX).

## § 6

### Examination board

- (1) For the tasks specified in § 8 RPO-B and in this article, the Faculty XX (*alternative*: the Faculties XX) a general examination board and a subject examination board for the subject-related combined program. (If applicable:)<sup>X</sup> Regulations for the examination office.
- (2) The subject examination board consists of
  - a) XX members from the group of university lecturers,
  - b) XX members from the group of academic staff and

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<sup>5</sup> Depending on the program, the "Bachelor of Arts" (B.A.), "Bachelor of Science" (B.Sc.) or the "Bachelor of Laws" (LL.B.) is entered according to § 3 RPO-B.

- c) XX members from the group of students.
- (3) The general examination board consists of
  - a) XX members from the group of university lecturers,
  - b) XX members from the group of academic staff and
  - c) XX members from the group of students.
- (4) The term of office of the members from the group of university lecturers and the members from the group of academic staff is XX years. The term of office for members from the student group shall be XX years.
- (5) *(If applicable:)*<sup>X</sup> Deputies shall be elected for the members referred to in paragraphs 2 and 3 in the event that they are prevented from attending; their term of office shall be governed by paragraph 4.
- (6) *(If applicable:)*<sup>X</sup> Regulations on compulsory reporting in accordance with § 8(8) RPO-B.

**§ 7**

**Examiners and assessors**

- (1) The examination authorization is based on § 9 RPO-B.
- (2) *(If applicable:)*<sup>X</sup> In deviation from paragraph 1, only those persons may be appointed as examiners who have XX.
- (3) *(If applicable:)*<sup>X</sup> In deviation from § 9(2) RPO-B, the following shall be appointed as examiners ...
- (4) *(If applicable:)* An assessor in oral examinations can only be those persons who have XX.

**§ 8**

**Program scope and program structure**

- (1) For successful completion in the subprogram XX, students must earn XX credit points in the extended core subject, XX credit points in the core subject, or XX credit points in the supplementary subject.
- (2) The standard period of study for the subject-related combined program is XX semesters. The program is possible in full-time *(if applicable:)*<sup>X</sup> and part-time.
- (3) Module overview:

						P / WP <sup>5</sup>			Reference to module description
No.	Module	SL <sup>1</sup>	PL <sup>2</sup>	LP <sup>3</sup>	OM <sup>4</sup>	Erw. KF	KF	EF	

<sup>1</sup> SL = Coursework | <sup>2</sup> PL = Examination | <sup>3</sup> CP = Credit points | <sup>4</sup> OM = Orientation module according to § 11(3) RPO- B | <sup>5</sup> P/WP = Compulsory module/elective module in the core subject/ supplementary subject

The recommended semester of study results from the study plans (Appendix XX).

- (4) *(If applicable:)*<sup>X</sup> Supplementary information on elective modules.
- (5) Possible forms of teaching are: XX. The specific form of teaching can be taken from the module description.

- (6) (If applicable:)\* Students in the subject-related program XX can freely choose the modules to be taken from the general catalog of modules open to the general program. Only courses that are offered anyway as part of the XX program and its supplementary subjects are excluded.

## § 9

### Coursework and examinations

- (1) In addition to § 10(1) and § 11(6) RPO-B, the following forms are provided for coursework and examinations:
1. Coursework:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
  2. Examinations:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
- (2) (If applicable:)\* Prerequisite for admission to the examination in module XX is
- (3) (If applicable:)\* The examinations in the modules marked as orientation modules in this Article § 8(3) are ungraded/do not count towards the final grade.
- (4) (If applicable:)\* In deviation from § 10(6) and § 11(15) RPO-B, the assessments of coursework and examinations should be communicated no later than XX weeks after the date of completion or submission.

## § 10

### Retaking examinations

- (1) Retake dates for failed examinations are offered XX.
- (2) (If applicable:)<sup>x</sup> Deviating from § 12(5) RPO-B, the examinations in the modules XX XX can be retaken.
- (3) (If applicable:)\* Regulation on retake examination(s) to improve grades in accordance with § 12(1) RPO-B.
- (4) (If applicable:)\* Regulation on supplementary examinations in accordance with § 12(4) RPO-B.
- (5) (If applicable:)\* Regulation on the form of examination for retake examinations in accordance with § 12(5) sentence 7 RPO-B.
- (6) Regulation on failing an elective module in accordance with § 12(8) RPO-B.

## § 11

### Bachelor thesis

- (1) (If applicable:)\* The grade of the Bachelor thesis is included in the final grade with XX %.
- (2) The application for admission to the Bachelor thesis must be submitted in *writing/electronically*<sup>6</sup> to the examination board. The admission to the Bachelor thesis is based on § 13 RPO-B.

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<sup>6</sup> Delete where inapplicable.

(If applicable:)<sup>X</sup> State specific admission regulations/documents.

- (3) The processing time is XX weeks. The length of the Bachelor thesis should not exceed XX pages. The topic of the Bachelor thesis can be returned only once within XX.
- (4) (If applicable:) Listing of further regulations concerning the examination procedure, the preparation as well as the language of the Bachelor thesis according to § 14(5, 6 and 7) RPO-B.<sup>7</sup>
- (5) The Bachelor thesis must be submitted in XX copies in XX form to the examination board of the faculty XX.
- (6) (If applicable:)<sup>X</sup> In deviation from § 15(2) RPO-B, the Bachelor thesis is only assessed by one reviewer.
- (7) (If applicable:)<sup>X</sup> The Bachelor thesis is defended in an oral examination/colloquium. The result of the oral examination/colloquium is included in the grade of the Bachelor thesis by XX %.

## **§ 12**

### **Assessment and award of grades**

- (1) (If applicable:) In deviation from § 21(1) RPO-B, the award of the intermediate grades 4.3 and 4.7 is possible.
- (2) (If applicable:)<sup>X</sup> In deviation from § 21(2) RPO-B, the grade of the Bachelor thesis or the examination is formed by three reviewers or examiners XX.
- (3) (If applicable:)<sup>X</sup> Deviating from § 21(4) RPO-B, the final grade is calculated XX.
- (4) (If applicable:)<sup>X</sup> Deviating from § 21(4) RPO-B, the subject grade is calculated for the subprogram XX.
- (5) (If applicable:)<sup>X</sup> Deviations from § 21(5) RPO-B.

## **§ 13**

### **Application and transitional regulations**

- (1) These subject examination regulations apply to all students who have enrolled in this Bachelor's program at the University of Siegen for the first time as of the winter semester XX.
- (2) The examination regulations/subject-related regulations .... (Official announcement) cease/s to be in force on... Students who were enrolled in the XX program prior to the winter semester XX may still complete their studies in accordance with these examination regulations/subject-related regulations until that time.
- (3) Students who were already enrolled in the XX program prior to the winter semester XX have the opportunity, upon application, to complete their studies according to the provisions of the "Framework examination regulations XX" and these subject examination regulations. The application must be addressed to the relevant examination board and cannot be revoked.
- (4)

## **Article 4**

### **Regulations for the teaching program XX**

## **§ 1**

### **Program models**

A study of XX in teaching is possible for the school types XX.

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<sup>7</sup> According to § 14(5, 6, 7) RPO-B, this includes in particular the following information: supplementary regulations on the qualification of the reviewer, the candidate's right to propose reviewers for the Bachelor thesis, procedures for assigning the topic and language of the Bachelor thesis, formal requirements for the preparation of the Bachelor thesis, ensuring individual authorship of the Bachelor thesis and withdrawal from the Bachelor thesis before the start of the processing time.

## § 2

### Goals of the program

## § 3

### Bachelor degree

The award of the university degree for teaching is based on § 27 RPO-B.

## § 4

### Special admission requirements

- (1) *(If applicable:)*<sup>X</sup> Supplementary to §§ 4 and 28 RPO-B, the prerequisite for access to the teaching program XX is also the proof of XX.

## § 5

### Overseas study and internships

- (1) The practical phases for the teaching program result from § 29 RPO-B.
- (2) In the subprogram for teaching, the internship regulations for the Bachelor's teaching programs apply (Official announcement XX/20 XX). *(and possibly the guidelines for practical work in the programs for teaching at vocational colleges)*

## § 6

### Examination board

- (1) For the tasks specified in § 8 and § 31 RPO-B and in this article, the Faculty X shall form a subject examination board for the subprogram XX in the teaching profession in addition to the central examination board for teaching according to § 31 RPO-B. *(If applicable:)*<sup>X</sup> Regulations for the examination office.
- (2) The subject examination board for the subprogram XX for teaching consists of
  - a) XX members from the group of university lecturers,
  - b) XX members from the group of academic staff and
  - c) XX members from the group of students.The chairperson of the central examination office for teaching is an advisory member of the subject examination board.
- (3) The term of office of the members from the group of university lecturers and the members from the group of academic staff is XX years. The term of office for members from the student group shall be XX years.
- (4) Deputies shall be elected for the members referred to in paragraph 2 in the event that they are prevented from attending; their term of office shall be governed by paragraph 3.
- (5) *(If applicable:)*<sup>X</sup> Regulations on compulsory reporting in accordance with § 8(8) RPO-B.

## § 7

### Examiners and assessors

- (1) The examination authorization is based on § 9 RPO-B.
- (2) *(If applicable:)*<sup>X</sup>In deviation from paragraph 1, only those persons may be appointed as examiners who have XX.
- (3) *(If applicable:)*<sup>X</sup> In deviation from § 9(2) RPO-B, the following shall be appointed as examiners ...
- (4) *(If applicable:)* An assessor in oral examinations can only be those persons who have XX.

## § 8

### Program scope and program structure

- (1) For successful completion of the Bachelor's program, 36 credit points must be acquired in the subprogram for teaching at elementary schools, 54 credit points for teaching at Haupt-, Real-, Sekundar-, and Gesamtschulen, and 72 credit points for teaching at Gymnasien and Gesamtschulen, as well as 72 LP in Model A and 108 LP (major professional specialization) or 36 credit points (minor professional specialization) in Model B for teaching at vocational colleges.
- (2) The standard period of study is 6 semesters. The program is possible full-time.

(3) Module overview:

No.	Module	SL <sup>1</sup>	PL <sup>2</sup>	CP <sup>3</sup>	OM <sup>4</sup>	P / WP <sup>5</sup>					Reference to module description	
						GS	HRS Ge	Gym Ge	BK			
									A	B Major		B Minor

<sup>1</sup> SL = Coursework | <sup>2</sup> PL = Examination | <sup>3</sup> CP = Credit points | <sup>4</sup> OM = Orientation module according to § 11(3) RPO-B | <sup>5</sup> P/WP = Compulsory module / elective module in the teacher program for GS (elementary school) / HRS Ge (Haupt-, Real-, Sekundar- and Gesamtschule), Gym Ge (Gymnasium and Gesamtschule), BK (vocational college, Model A, Model B major professional specialization, Model B minor professional specialization).

The recommended semester of study results from the study plans (Appendix XX).

- (4) (If applicable):<sup>X</sup> Supplementary information on elective modules.
- (5) Possible forms of teaching are: XX. The specific form of teaching can be taken from the module description.

## § 9

### Coursework and examinations

- (1) In addition to § 10(1) and § 11(6) RPO-B, the following forms are provided for coursework and examinations:
  1. Coursework:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
  2. Examinations:
    - XX (form / scope)
    - XX (form / scope)
    - XX (form / scope)
- (2) (If applicable):\* Prerequisite for admission to the examination in module XX is...
- (3) (If applicable):\* The examinations in the modules marked as orientation modules in this Article § 8(3) are ungraded/do not count towards the final grade.
- (4) (If applicable):\* In deviation from § 10(6) and § 11(15) RPO-B, the assessments of coursework and examinations should be communicated no later than XX weeks after the date of completion or submission.

## § 10

### Retaking examinations

- (1) Retake dates for failed examinations are offered XX.
- (2) (If applicable:)\* Regulation on retake examination(s) to improve grades in accordance with § 12(1) RPO-B.
- (3) (If applicable:)\* Regulation on supplementary examinations in accordance with § 12(4) RPO-B.
- (4) (If applicable:)\* Regulation on the form of examination for retake examinations in accordance with § 12(5) sentence 7 RPO-B.
- (5) Regulation on failing an elective module in accordance with § 12(8) RPO-B.

## § 11

### Bachelor thesis

- (1) (If applicable:)\* The grade of the Bachelor thesis is included in the final grade with XX %.
- (2) The application for admission to the Bachelor thesis must be submitted in *writing/electronically*<sup>9</sup> to the examination board. The admission to the Bachelor thesis in the teaching program is based on § 13 and § 32 RPO-B.  
(If applicable:)\* State specific admission regulations/documents.
- (3) The processing time is XX weeks. The length of the Bachelor thesis should not exceed XX pages. The topic of the Bachelor thesis can be returned only once within XX.
- (4) (If applicable:)\* Listing of further regulations concerning the examination procedure, the preparation as well as the language of the Bachelor thesis according to § 14(5, 6 and 7) RPO-B.<sup>10</sup>
- (5) The Bachelor thesis in the teaching program must be submitted in XX copies in XX form to the central examination office for teaching.

## § 12

### Assessment and award of grades

## § 13

### Application and transitional regulations

- (1) These subject examination regulations apply to all students who have enrolled in this Bachelor's program at the University of Siegen for the first time as of the winter semester XX.
- (2) The examination regulations/subject-related regulations .... (Official announcement) cease/s to be in force on. Students who were enrolled in the XX program prior to the winter semester XX may still complete their studies in accordance with these examination regulations/subject-related regulations until that time.
- (3) Students who were already enrolled in the XX program prior to the winter semester XX have the opportunity, upon application, to complete their studies according to the provisions of the "Framework examination regulations XX" and these subject examination regulations. The application must be addressed to the relevant examination board and cannot be revoked.

## Article 5

### Interdisciplinary export modules offered

Subject X offers the following interdisciplinary modules for export only:

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<sup>9</sup> Delete where inapplicable.

<sup>10</sup>According to § 14(7) RPO-B, this includes in particular the following information: The candidate's right to propose the reviewers of the Bachelor thesis, the procedure for assigning the topic and the language of the Bachelor thesis, formal requirements for the preparation of the Bachelor thesis, ensuring individual authorship of the Bachelor thesis and withdrawal from the Bachelor thesis before the start of the processing time.

No.	Module

**Article 6**

**Entry into force and publication**

These subject examination regulations come into force after publication. It will be published in the University's official gazette "Amtliche Mitteilungen der Universität Siegen" ("Official Announcements of the University of Siegen").

Issued on the basis of the resolution of the Faculty Council(s) of XX and the ZLB-Council of XX.

Siegen, dated

The rector

(University Professor Dr. Holger Burckhart)

## Appendices

### Study plans<sup>TM</sup>

#### ***Appendix 1 to Article 2: Study plans according to program model in the 1-subject program.***

- 1-subject program (full-time)
- 1-subject program (part-time)

#### ***Appendix 2 to Article 3: Study plans according to program model in the subject-related combined program***

- Subject-related combined study program: core subject (full-time)
- Subject-related combined study program: core subject (part-time)
- Subject-related combined study program: expanded core subject (full-time)
- Subject-related combined study program: expanded core subject (part-time)
- Subject-related combined study program: supplementary core subject (full-time)
- Subject-related combined study program: supplementary core subject (part-time)

#### ***Appendix 3 to Article 4: Study plans according to program model in the teaching program***

- Subprogram elementary school teaching
- Subprogram for secondary school teaching (Haupt-, Real, Sekundar- and Gesamtschule)
- Subprogram for secondary school teaching for Gymnasium / Gesamtschule
- Subprogram for vocational college teaching model A
- Subprogram for vocational college teaching model B major professional specialization
- Subprogram for vocational college teaching model B minor professional specialization

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<sup>10</sup> Depending on the type of study (full-time/part-time), appendices are omitted or additional appendices are added in the case of multiple 1-subject programs.

**Elective modules**

**Appendix 4 to Article 2: List of elective modules according to § 8(4)**

No.	Module	SL	PL	LP	Reference to module description

**Appendix 5 to Article 3: List of elective modules according to § 8(4)**

**Appendix 6 to Article 4: List of elective modules according to § 8(4)**

**Appendix 7 to Articles 2 - 4: Module descriptions**

\* If the module is used in different (sub)programs, the status "compulsory" or "elective" of the module may vary depending on the (sub)program. The information in the module overview in § 8 or in the appendix "Elective modules" of the respective FPO is binding.

No.	Module title					Compulsory/ elective*
Module duration	Frequency of offering	Workload	Classroom study	Self-study	SWH	LP
<b>Teaching language</b>						
<b>Qualification goals</b>						
<b>Content</b>						
<b>Achievements</b>		<b>Form</b>			<b>Period / scope</b>	
<b>Examinations</b>						
<b>Coursework</b>						
<b>Teaching and learning form</b>		<b>Courses<sup>11</sup>/module elements, if applicable</b>			<b>Group size</b>	<b>SWH</b>
<b>Prerequisites for participation</b>						
<b>Prerequisites for the award of CP</b>						
<b>Use in the following programs:</b>						

<sup>11</sup> Courses or module elements may be included as an option.

**Appendix 2**

**Examination-legal specifics to the above-mentioned module description when used in several programs<sup>12</sup>**

<b>Retake of examination(s) (number/dates)</b>			
<b>Oral supplementary examination possible</b>	<b>Yes:</b>		<b>After each attempt: After the last attempt:</b>
	<b>No:</b>		
<b>Retaking examination to improve grades possible</b>	<b>Yes:</b>		
	<b>No:</b>		
<b>Specifics</b>			

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<sup>12</sup> Following the module description, in the case of polyvalent modules, additional information can be provided on the export conditions under examination law. This information, which goes beyond the module description, was included in order to create transparent conditions in the case of export, which are based on clear agreements between the subjects involved and are binding as part of the examination regulations.

**Appendix\_8 to Article 5: Module descriptions of modules offered for export only**

\* If the module is used in different (sub)programs, the status "compulsory" or "elective" of the module may vary depending on the (sub)program. The information in the module overview in § 8 or in the appendix "Elective modules" of the respective FPO is binding.

No.	Module title					Compulsory/ elective*
Module duration	Frequency of offering	Workload	Classroom study	Self-study	SWH	LP
Teaching language						
Qualification goals						
Content						
Achievements		Form			Period / scope	
Examinations						
Coursework						
Teaching and learning form		Courses <sup>12</sup> /module elements, if applicable			Group size	SWH
Prerequisites for participation						
Prerequisites for the award of CP						
Use in the following programs:						

**Examination-legal specifics to the above-mentioned module description when used in one or more programs<sup>14</sup>**

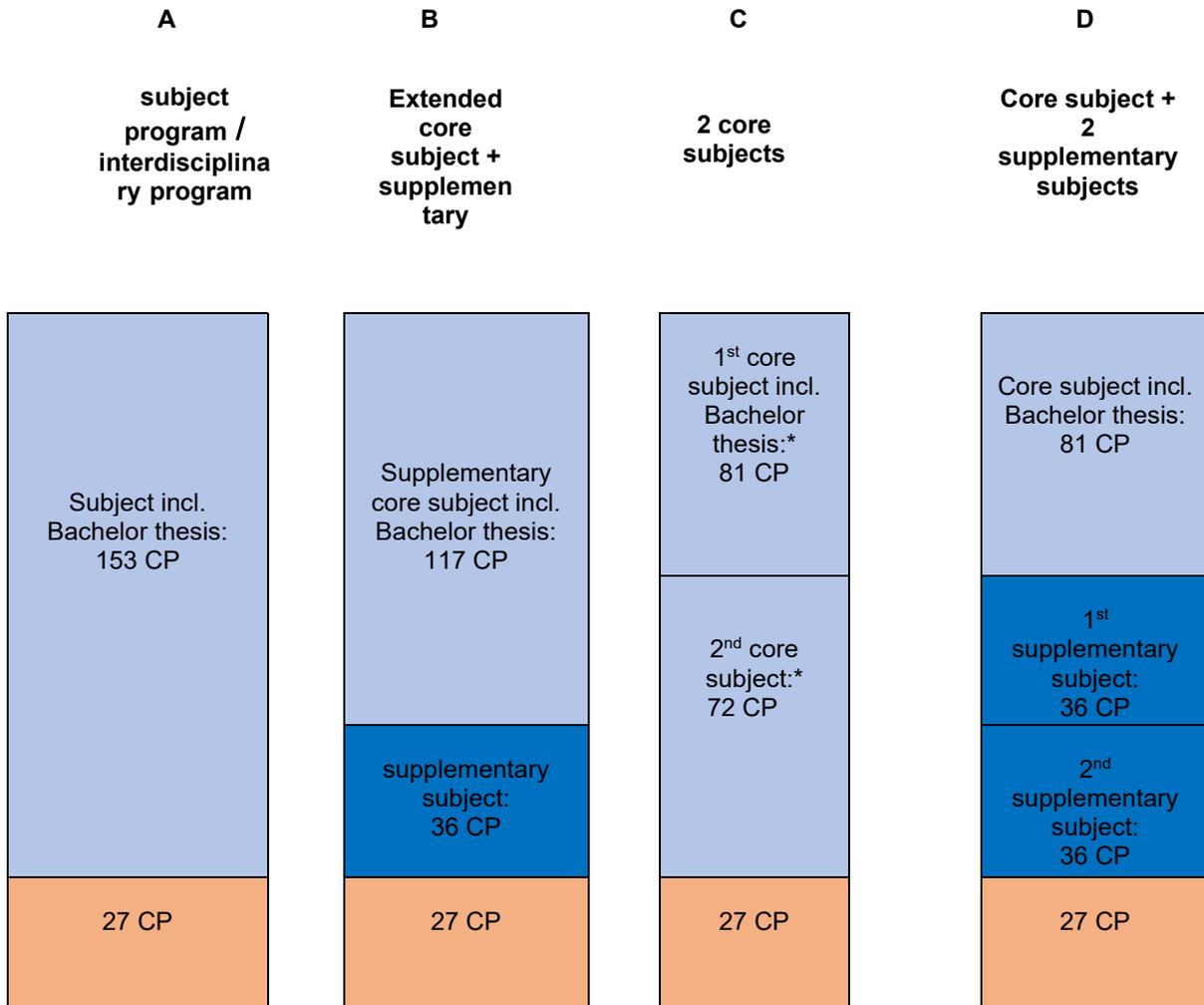
Retake of examination(s) (number/dates)			
Oral supplementary examination possible	Yes:		After each attempt: After the last attempt:
	No:		
Retaking examination to improve grades possible	Yes:		
	No:		
Specifics			

<sup>12</sup> Courses or module elements may be included as an option.

<sup>14</sup> Following the module description, in the case of polyvalent modules, additional information can be provided on the export conditions under examination law. This information, which goes beyond the module description, was included in order to create transparent conditions in the case of export, which are based on clear agreements between the subjects involved and are binding as part of the examination regulations.

**Subject-related Bachelor program models**

(with exemplary CP allocation in (core) subject and supplementary subjects)



**Choice of subject-related specializations totaling 27 CP. Alternatively, there is the option of acquiring 27 CP through interdisciplinary qualifications, internships, language courses or similar.**

\*or the Bachelor thesis is alternatively written in the 2<sup>nd</sup> core subject. The CP scope is then adjusted accordingly in the 1<sup>st</sup> and 2<sup>nd</sup> core subject.

**Subject-related Bachelor program models**

Four different models with one to three compartments are possible. Either subject-related specializations amounting to 27 credit points can be chosen or the 27 credit points are acquired through interdisciplinary qualifications, internships, language courses or similar (shown as orange shaded area in the respective column).

**Appendix 3**

**Possible subject combinations in teaching programs**

**Teaching at elementary schools (Gs)**

		Learning areas I and II (compulsory)	
		Learning area I: Basic language education +	Learning area II: Basic mathematics
Learning area III (optional)	English	•	Compulsory for all combinations
	Art	•	
	Music	•	
	Religious education (Protestant/Catholic)	•	
	General science	•	
	Sport (German Sport University Cologne (DSHS))	•	

**Elementary school teaching with integrated special needs education (Gs-IFP)**

		Learning areas I and II (compulsory)	
		Learning area I: Basic language education +	Learning area II: Basic mathematics
Learning area III (optional)	Music	•	Compulsory for all combinations
	Religious education (Protestant/Catholic)	•	
	General science	•	
	Sport (DSHS)	•	

Teaching at secondary schools (Haupt-, Real-, Sekundär- and Gesamtschulen (HRSGe))

		Subject 1 (compulsory)											
		Biology	Chemistry	German	English	History	Mathematics	Physics	Practical philosophy	Religious education (Protestant/Catholic)	Social sciences	Educational sciences	
<b>Subject 2</b>	Biology	•	•	•	•	•	•	•	•	•	•	•	Compulsory for all combinations
	Chemistry	•	•	•	•	•	•	•	•	•	•	•	
	German	•	•	•	•	•	•	•	•	•	•	•	
	English	•	•	•	•	•	•	•	•	•	•	•	
	French	•	•	•	•	•	•	•	•	•	•	•	
	History	•	•	•	•	•	•	•	•	•	•	•	
	Information technology	•	•	•	•	•	•	•	•	•	•	•	
	Art	•	•	•	•	•	•	•	•	•	•	•	
	Mathematics	•	•	•	•	•	•	•	•	•	•	•	
	Music	•	•	•	•	•	•	•	•	•	•	•	
	Physics	•	•	•	•	•	•	•	•	•	•	•	
	Practical philosophy	•	•	•	•	•	•	•	•	•	•	•	
	Religious education (Protestant/Catholic)	•	•	•	•	•	•	•	•	•	•	•	
	Social sciences	•	•	•	•	•	•	•	•	•	•	•	
	Sport (DSHS)	•	•	•	•	•	•	•	•	•	•	•	

Teaching at secondary schools (Haupt-, Real-, Sekundar- and Gesamtschulen)  
with integrated special needs education (HRSGe-IFP)

		Subject 1 (compulsory)											
		Biology	Chemistry	German	English	History	Mathematics	Physics	Practical philosophy	Religious education (Protestant/Catholic)	Social sciences	Educational sciences with IFP	
Subject 2	Biology	•	•	•	•	•	•	•	•	•	•	•	Compulsory for all combinations
	Chemistry	•	•	•	•	•	•	•	•	•	•	•	
	German	•	•	•	•	•	•	•	•	•	•	•	
	English	•	•	•	•	•	•	•	•	•	•	•	
	French	•	•	•	•	•	•	•	•	•	•	•	
	History	•	•	•	•	•	•	•	•	•	•	•	
	Information technology	•	•	•	•	•	•	•	•	•	•	•	
	Art	•	•	•	•	•	•	•	•	•	•	•	
	Mathematics	•	•	•	•	•	•	•	•	•	•	•	
	Music	•	•	•	•	•	•	•	•	•	•	•	
	Physics	•	•	•	•	•	•	•	•	•	•	•	
	Practical philosophy	•	•	•	•	•	•	•	•	•	•	•	
	Religious education (Protestant/Catholic)	•	•	•	•	•	•	•	•	•	•	•	
	Social sciences	•	•	•	•	•	•	•	•	•	•	•	
Sport (DSHS)	•	•	•	•	•	•	•	•	•	•	•		

Teaching at secondary schools (Gymnasien and Gesamtschulen (Gym/Ge))

		Subject 1 (compulsory)											Educational sciences			
		Biology	Chemistry	German	English	French	History	Mathematics	Philosophy/practical philosophy	Physics	Religious education (Protestant/Catholic)	Social sciences		Spanish		
Subject 2	Biology		•					•		•						
	Chemistry	•		•	•	•	•	•	•	•	•	•	•	•	•	•
	German		•		•	•	•	•	•	•	•	•	•	•	•	•
	English		•	•		•	•	•	•	•	•	•	•	•	•	•
	French		•	•	•		•	•	•	•	•	•	•	•	•	•
	History		•	•	•	•		•	•	•	•	•	•	•	•	•
	Information technology	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Art		•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Mathematics	•	•	•	•	•	•		•	•	•	•	•	•	•	•
	Music		•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Philosophy/practical philosophy		•	•	•	•	•	•		•	•	•	•	•	•	•
	Physics	•	•	•	•	•	•	•	•		•	•	•	•	•	•
	Religious education (Protestant/Catholic)		•	•	•	•	•	•	•	•		•	•	•	•	•
	Social sciences		•	•	•	•	•	•	•	•	•		•	•	•	•
	Spanish		•	•	•	•	•	•	•	•	•	•		•	•	•
Sport (DSHS)		•	•	•	•	•	•	•	•	•	•	•		•	•	
Compulsory for all combinations																

Teaching at a vocational college model A (BK A)

		in conjunction with														Educational sciences	
		Teaching subject											BF*				
		Chemistry	German	English	French	Information technology	Art	Mathematics	Music	Physics	Religious education (Protestant/Catholic)	Spanish	Economics/politics	Electrotechnology			Mechanical engineering
BF*	Electrotechnology	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Mechanical engineering	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Economics	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Chemistry	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Teaching subject	German	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	English	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	French	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Information technology	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Art	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Mathematics	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
	Music	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Compulsory for all combinations																	

	Physics	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
	Religious education (Protestant/Catholic)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
	Spanish	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
	Economics/politics	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
	Sport (DSHS)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	

Teaching at a vocational college model A (BK A)

Major professional specialization			Minor professional specialization	
Economics	Mechanical engineering	Electrotechnology		
				Vehicle technology
				Production technology
				Finance and accounting taxes
				Communications engineering
				Production/logistics/sales
				Computer engineering
			Business informatics	
Compulsory for all combinations			Educational sciences	

