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**Examination Regulations  
of the Faculty of Physics and Astronomy  
for the Study Programme 'Physics' Seeking the Degree 'Master of Science'**

**of 18 May 2009**

*([Verkündungsblatt der Friedrich-Schiller-Universität Jena N°13/2009, S. 1214](#))*

**including**

**first modification of 17 November 2010**

*([Verkündungsblatt der Friedrich-Schiller-Universität Jena N°1/2011, S. 8](#))*

**and**

**second modification of 16 January 2013**

*([Verkündungsblatt der Friedrich-Schiller-Universität Jena N°1/2013, S. 13](#))*

**and Articles 1 and 2 of the  
third modification of 19 June 2013**

*([Verkündungsblatt der Friedrich-Schiller-Universität Jena N°7/2013, S. 166](#))*

**(applicable for students who have been enrolled for this Masters programme as of the  
winter semester 2016/17)**

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## I General Provisions

### § 1

#### Objective of the Examination

(1) The successful completion of the Master examinations leads to a second academic degree in the field of physics qualifying graduates to work in their profession. By successfully passing the Master examinations, students show that they have acquired solid knowledge in their chosen area of specialization and have learned to independently apply complex methods of the physical sciences. In addition, they demonstrate that they have been enabled to efficiently and independently work in top-level physical research and contribute to innovation in technology and the industry, that they can critically evaluate scientific data and findings, and that they are able to think and act interdisciplinarily and responsibly.

### § 2

#### Degree

Upon successful completion of the Master examinations, the Friedrich Schiller University Jena awards graduates the academic degree 'Master of Science' (abbreviation: M. Sc.).

### § 3

#### Standard Duration of Study

(1) The standard duration of study is two academic years, during which a total of 120 credit points (ECTS) has to be earned. Per year of study, a total of 60 ECTS has to be earned. Pursuant to the stipulations of the European Credit Transfer and Accumulation System (ECTS), a workload of a total of 30 hours of in-class and independent studying is assumed for every one credit point. The overall workload for all assessed and non-assessed coursework, including examinations, shall not exceed 1800 hours per year of study, including times spent studying during lecture-free periods.

(2) The range of courses offered and the study plan are organised in a way that students are able to attend all compulsory courses and write their Master thesis within the standard duration of study.

(3) The following times are not counted as part of the standard duration of study as specified in (1) above if a duly justified request for leave of absence has been submitted and granted:

- maternity and parental leave;
- times of voluntary military service, *Bundesfreiwilligendienst* (federal volunteer service), and times working as part of a *Freiwilliges Soziales Jahr* or a *Freiwilliges Ökologisches Jahr* (state-funded voluntary work programmes particularly for young adults);
- times when a student was unable to continue his or her studies due to serious prolonged illness if a medical certificate is provided;
- a study-related stay abroad;
- times during which a student was an elected member of a body prescribed by law or a statutory body of the University.

Detailed stipulations can be found in the Matriculation Regulations (*Immatrikulationsordnung*) of the Friedrich Schiller University Jena. Requests for leave of absence must be addressed to the Student Service Centre (*Studierenden-Service-Zentrum*).

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(4) For part-time students, the standard duration of study is four years to allow in particular students with a job of at least 20 or a maximum of 25 working hours per week and student with special family responsibilities to study in this programme. Admission to part-time studies requires approval by the Examinations Committee.

#### **§ 4 Structure of the Study Programme**

(1) The study programme is composed of modules. Each module may comprise different forms of instruction and learning, including but not limited to lectures, seminars, practical exercises, independent study periods, as well as examinations. Each module is a learning and examination unit, the results (grades) of which will be documented on the Grade Certificate. Generally, a module takes on semester; in some cases, in may, however, also comprise courses during several semesters.

(2) The study programme is subdivided into modules of a specialization phase in physics and modules of a research phase. The specialization phase includes the modules 'Advanced Quantum Theory' and 'Advanced Labworks in Physics' as well as required elective modules in the field of physics. In addition, students must choose other modules from outside their area of specialization that are offered by one of the faculties at the Friedrich Schiller University Jena. The research phase comprises three thematically related modules on project planning and the introduction to a project, as well as the Master thesis at the end of the Masters programme.

(3) More detailed information on the objectives of the study programme, the subdivision of the Masters programme 'Physics' into modules, and the credit points for each module can be found in the Study Regulations.

#### **§ 5 Study Plan and Module Catalogue**

(1) A study plan and a module catalogue comprising module descriptions is adopted by the Council of the Faculty of Physics and Astronomy. Study plan and module catalogue are announced and made public in good time before the beginning of the academic year.

(2) Module descriptions provide information about the person responsible for the module, the prerequisites for participation, what earned credits may be counted towards, the status of the module, the different forms of learning and working, the work load and the credit points to be earned, the content and qualification objectives of the module, as well as the types of performance assessment and their respective weight for the final grade of the module. In addition, the module descriptions provide information on how often the module is offered and its duration.

#### **§ 6 Recognition of Times of Study, Assessed and Non-Assessed Coursework, Examinations**

(1) Credit points earned in the same study programme at another university or institution of higher education of equivalent status within the scope of application of the German Higher

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Education Framework Act (*Hochschulrahmengesetz*) are recognized and credited without further equivalence assessment.

(2) Times of study, assessed and non-assessed coursework as well as examinations produced or achieved in another study programme are recognized and credited if equivalence is ascertained. Equivalence is to be ascertained if times of study, assessed and non-assessed coursework, and examinations are in essence comparable in content, scope, and requirements to those required for the present study programme. The comparison is, however, not to be done schematically, consisting instead of an overall review and assessment.

(3) When times of study, assessed and non-assessed coursework, and examinations which were produced or achieved outside the scope of application of the German Basic Law are to be recognized, stipulations of the equivalence agreements (*Äquivalenzvereinbarungen*) approved by the Conference of Ministers for Cultural Affairs (*Kultusministerkonferenz*) and the German Rectors' Conference (*Hochschulrektorenkonferenz*, HRK) as well as agreements within the framework of university partnerships are to be respected. If students wish to spend some time abroad during the course of their studies, an ECTS Learning Agreement signed with the home university prior to the stay abroad will guarantee recognition of times of study and academic achievements produced outside the scope of application of the German Basic Law.

(4) Research-oriented work experience acquired after the completion of the first degree qualifying the graduate to work in his or her profession but before the beginning of the Masters programme that is relevant to the current field of study may be recognized and credited by the Examinations Committee upon formal request.

(5) If assessed and non-assessed coursework and examinations are recognized and credited, grades are to be carried over if the grading systems are comparable, and must be included in the calculation of the final overall grade. If the grading systems are not comparable, the notation 'passed' is recorded. It is authorized to mark the recognition of coursework or examinations on the Grade Certificate.

(6) If the conditions stipulated in (1) to (3) above are met, the concerned student has the legal right to have his or her coursework or examination recognized. Students must provide the Examinations Committee with the necessary documentation and proof.

## § 7

### Examinations Committee

(1) To perform the tasks stipulated in these Examination Regulations, an Examinations Committee is set up from among the members of the Faculty. The Committee comprises three representatives from among the professors, one representative from among other academic staff, and one student enrolled in this study programme. The Chairperson of the Examinations Committee, the Vice Chairperson as well as the other members of the committee and their proxies are appointed by the Faculty Council. Normally, the term of office of the members of the Examinations Committee is three years, that of the student member normally one year.

(2) The Examinations Committee has a quorum when the majority of its members including the chairperson or his/her deputy are present. The number of members present is irrelevant for taking a decision if a second meeting is called to deal with a specific matter due to the

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lack of a quorum in the first meeting and if the invitation to the meeting explicitly pointed this out. Decisions of the Examinations Committee are taken with the majority of the votes cast. In the event of a tie, the chairperson has the deciding vote. The student member does not participate in the assessment or recognition process of coursework and/or examinations nor in the appointment of examiners and assessors.

(3) The Examinations Committee ensures the respect of all stipulations of these Examination Regulations as well as the proper execution of examinations. This includes the appointment of persons responsible for each module, of examiners and assessors pursuant to § 8 (1) below. In particular, it is competent to decide upon objections filed against decisions taken in the examinations process.

(4) The Examinations Committee oversees quality management and reports to the Faculty Council once a year regarding the development of examination results and the average duration of study, and it proposes modifications to the Study and Examination Regulations. Once a year, it evaluates the study plan and makes modifications where appropriate to adapt it to new requirements from academic life and professional experience.

(5) The members of the Examinations Committee have the right to attend examinations and to inspect the examination files.

(6) The Examinations Committee adopts its own Rules of Procedure and may delegate the handling of regular tasks to the Chairperson.

(7) Meetings of the Examinations Committee are not public. The members of the Examinations Committee are subject to official secrecy. If a member is not a public employee, he/she is sworn to secrecy by the chairperson of the Examinations Committee.

## **§ 8**

### **Person Responsible for a Module, Examiners and Assessors**

(1) Only members and staff of the Friedrich Schiller University Jena or—in exceptional cases—another university who are authorized to administer examinations according to § 48 (2) and (3) of the Thuringian Higher Education Act (*Thüringer Hochschulgesetz, ThürHG*) can be appointed as the person responsible for a module or as examiner. As assessor can only be appointed a person who has a qualification equal to that which is to be established with the examination.

(2) Names of examiners for oral as well as written examinations are announced by customary means (announcement on notice board) at the same time as examination dates.

(3) Examiners and assessors are subject to official secrecy.

## **§ 9**

### **Types of Examination**

(1) Module examinations may be oral examinations, oral presentations, written tests under supervision (written examination), papers to be written at home or project reports, or other course-related work that can be assessed according to the same standards. Where appropriate, the use of electronic media and electronic documentation may be allowed during examinations.

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(2) Where appropriate, it may also be permitted to do assessed coursework or examinations jointly as a group of students (group work). The contribution of each member of the group to be understood as assessed coursework must, however, be clearly identifiable as individual work and must be assessable. A group must generally not comprise more than three students.

(3) In oral examinations, a candidate proves that he/she has acquired sufficient basic knowledge of the subject, understands correlations, and that he/she can explain specific questions in the context of these correlations. Generally, the maximum duration of an oral examination is 30 to 60 minutes. If a module examination comprises several partial examinations, the duration of the examination is to be reduced reasonably.

(4) In oral presentations that a candidate makes on an assigned subject in form of a talk or explaining a graphic presentation (poster, slides or the like) in the framework of a seminar, the candidate proves that he/she can present the main facts of the given subject using different media. The length and extent of the presentation is specified by the person responsible for the concerned module. The presentation is assessed and graded by the person responsible for the module or the respective teaching staff; the candidate is informed of the assessment and grade following the presentation.

(5) In a written examination, a candidate proves his/her ability to work on subject-specific assignments and find adequate solutions within a given time frame and with limited resources and tools available making proper use of standard methods from their field of study. Candidates may be given several assignments to choose from or several assignments that will all have to be completed. Generally, the duration of a module examination which consists of a written examination only is 60 to 120 minutes. If a module examination comprises several partial examinations, the duration of the written examination is to be reduced reasonably.

(6) With a paper to be written at home, the candidate proves that he/she is able to analyse a problem or issue from the subject studied from a scientific perspective within a given time frame and taking into account relevant literature and other sources where appropriate, and to present it according to scientific and academic standards.

(7) In a project report—which is normally assigned as group work (cf. (2) above)—, candidates prove that they are able to jointly solve a problem using appropriate standard methods from the field of study, and to adequately present the methodologies used, the data obtained, as well as the results, taking into account relevant literature.

(8) The scope and length of a written assignment not completed under supervision as well as the format are to be specified by the person responsible for the module and may be mandatory. Depending on the scope and complexity of the respective module, a paper to be written at home by an individual student should be 400 to 800 words per credit point to be earned.

(9) When submitting a written assignment not completed under supervision, the candidate confirms in writing that he/she has written the paper (or in case of a paper written as a group, the part that he/she is responsible for and that is marked accordingly) on her/his own and that no other sources or resources than those indicated were used. Direct and indirect citations and ideas from other works are to be marked as such and detailed information on the source is to be given.

(10) Oral examinations are to be held by a panel of two examiners (*Kollegialprüfung*) or one examiner together with one assessor who is also an expert in the respective field. They may be held as group examinations or individually. At least one of the examiners has to be a university professor. The main topics and results of the oral examination are recorded in minutes. The result of the examination and the grade awarded are to be announced to the candidate at the end of the oral examination. In cases of group examinations, results are to be announced to each student individually.

(11) Assessment of a written examination, a paper written at home, or a project report is to be documented traceably in footnotes and side notes, or, if necessary, in a short summarizing written assessment report. Written examinations are generally assessed and graded by one examiner. A written examination is to be assessed and graded by two examiners if it is a candidate's last re-sit examination and if passing this examination is a requirement for continuing his/her studies. Stipulations for the assessment and grading of the Master thesis are spelled out in § 21 of these Examination Regulations.

## § 10 Grading of Examinations

(1) Grades for assessed coursework or examinations are decided upon by the responsible examiners. For the assessment of coursework and examinations, the following grades shall be used:

1 = very good ( <i>sehr gut</i> )	= outstanding performance
2 = good ( <i>gut</i> )	= performance considerably above average performance
3 = satisfactory ( <i>befriedigend</i> )	= performance meeting the average requirements for passing
4 = sufficient ( <i>ausreichend</i> )	= performance that despite its shortcomings meets the basic requirements
5 = failed ( <i>nicht bestanden</i> )	= performance that does not meet the basic requirements due to considerable shortcomings

(2) For further differentiation of the grades of assessed coursework and examinations, the addition or subtraction of 0.3 is permitted; the following grades, however, are not permitted: 0.7; 4.3; 4.7; 5.3.

(3) Assessed coursework and examinations may also be simply graded as 'passed'/'not passed' (*bestanden/nicht bestanden, b/nb*). Assessed coursework or examinations graded in this way do not count towards the final module or overall grade.

(4) If a module examination is composed of several partial examinations, the final grade will be the average of all partial examinations. If the various partial examinations cover different subject matters, all partial examinations must be passed. The weighting of the different partial examinations is permitted, but must be determined in the module description.

(5) For the calculation of the module grades and the overall final grade, only the first decimal is relevant, all further digits are dropped without rounding.

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(6) The grades (according to the German grading system) shall be:

With an average of up to 1.5	very good ( <i>sehr gut</i> )
With an average of 1.6 up to 2.5	good ( <i>gut</i> )
With an average of 2.6 up to 3.5	satisfactory ( <i>befriedigend</i> )
With an average of 3.6 up to 4.0	sufficient ( <i>ausreichend</i> )

(7) According to the ECTS scale (decision of the Conference of Ministers for Cultural Affairs of 22 October 2004), students are awarded the following relative grades in addition to the grades above:

ECTS grade:

A	The top 10 %
B	The following 25 %
C	The following 30 %
D	The following 25 %
E	The following 10 %

The basis for the calculation of these grades shall be a group of at least 30 students. If necessary, a group of students from different modules or years may be used. Unsuccessful students receive the following grades:

FX	Failed – improvements are necessary for the assessed coursework or examination to be accepted.
F	Failed – considerable improvement is necessary.

## § 11

### Re-Taking an Examination or Assessed Course Work

(1) Module examinations that were failed or are considered as failed can generally be re-taken once. If a module examination comprises several partial examinations in different subject areas, only the partial examinations that were failed have to be re-taken. If an examination is re-taken, the type of examination may differ from the original type of examination. The person responsible for a module will have the authority to decide.

(2) The date for re-sitting an examination is specified in the module announcement at the beginning of the module. It is to be set at a date that there are at least two weeks between the announcement of results of the first examination and the date for the re-sit examination, and that, in general, the re-sit examination is completed before the end of the semester.

(3) A second re-taking of a module examination may be possible upon formal request addressed to the Examinations Committee if the other achievements and academic performance of the respective students indicate that it can be expected that he/she achieves the study objectives. This can be expected if he/she has earned at least 20 credit points in the semester concerned. The formal request must be made before the end of the first six weeks of the lecture period of the following semester. The request will be decided upon by the Examinations Committee.

(4) It is not possible to re-take a module examination in the free elective modules or an additional module for a second time. The request for re-taking a module examination a second time is also to be rejected if the standard duration of study has been exceeded or if one of the previous module examinations has been considered as failed pursuant to § 12 (1) or (3) below.

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(5) If a student requests to re-take an examination a second time, he/she has to re-take the entire module. A module examination which is re-taken a second time must be passed at the latest one year after the module examination that was failed. Otherwise the second re-sit examination is considered as failed.

(6) If a candidate does not pass the second re-sit examination or if this examination is considered as failed, the entire module examination is definitely failed.

(7) If the Master thesis is failed for the first time or is considered as failed for the first time, it may be re-taken once. A candidate has to officially announce his/her intention to re-take the Master thesis within eight weeks. After the assignment of a new subject, the second attempt of a Master thesis has to be submitted to the Office for Student Affairs at the Faculty of Physics and Astronomy at latest within the time frame stipulated in § 21 (6) below. Otherwise, the second attempt is considered as failed (*nicht bestanden*) pursuant to § 16 (1) below, and thus the Master examinations as a whole are considered as definitely failed. Re-taking the Master thesis a second time is not permitted.

(8) Unsuccessful attempts to pass an equivalent module examination at the Friedrich Schiller University in another study programme or at another university or institution of higher education of equivalent status within the scope of application of the German Higher Education Framework Act (*Hochschulrahmengesetz*) in the same or a similar study programme are counted towards the possibility to re-take an examination pursuant to (1) and (4) above. The same applies for re-taking the Master thesis.

## § 12

### **Non-appearance, Withdrawal, Deception, Infringements of Regulations**

(1) Examinations are graded as 'not passed' (grade 5.0 according to the German grading system) if a candidate fails to appear at the examination date without good reason or if he/she withdraws from an examination without good reason after it was begun. The same applies if a deadline for submitting a paper to be written at home or another similar assessed coursework, an internship report, or the Master thesis was not met.

(2) If a candidate has reasons justifying his/her withdrawal or him/her failing to appear as stipulated in (1) above, he/she must report these to the Examinations Committee immediately (i.e. generally within three working days) and in writing, and must provide proof. In case of illness or an accident of the candidate or a child for whom the candidate is mainly the sole caregiver, a medical certificate or, upon request of the Examinations Committee, from the public health officer (*Amtsarzt*) has to be provided. This has to attest the candidate's inability to take the examination in question. If the reasons are accepted, a new examination date is scheduled. Examination results that are already available have to be taken into account.

(3) If a candidate tries to influence the result of his/her assessed coursework or examination by deception or the use of non-authorized aids or resources, the examination or assessed coursework will be graded as 'not passed' (grade 5.0 according to the German grading system). (4) A candidate who disturbs or interferes with the orderly conduct of an examination may be excluded from continuing the examination by the respective examiner or the supervisor on duty. The examination or assessed coursework concerned will in this case be graded as 'failed' (*nicht bestanden*, grade 5.0 according to the German grading system). In serious cases of deception, the Examinations Committee may exclude the candidate from taking any other examination or producing any other assessed coursework.

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(4) Within one month of the announcement of examination results, the candidate may ask for a decision pursuant to (3) sentences 1 and 2 above to be reviewed by the Examinations Committee.

### **§ 13 Cases of Special Hardship**

(1) If a candidate credibly shows that he/she is unable to take the examination entirely or partially in its stipulated form due to prolonged or chronic physical or psychological illness, the student will be permitted to do the work in a longer time frame or to do comparable examination work in another form. A medical certificate from a public health officer (*Amtsarzt*) may be demanded. The request will be decided upon by the Examinations Committee.

(2) The same applies for non-assessed course work. But it has to be assured that the candidate sufficiently participates in in-class studying. Otherwise, the applicant is to be informed of and referred to the possibility to request leave of absence for important reasons in accordance with the Matriculation Regulations of the Friedrich Schiller University Jena.

## **II Master Examinations**

### **§ 14 Type and Scope of the Master Examinations**

(1) The Master examinations comprise several modules and are passed in the course of the study programme.

(2) The Master examinations comprise:

1. pursuant to (3) and (4) below, examinations in the compulsory as well as required elective modules (module examinations) of the Masters programme in Physics and the additional elective modules chosen individually by each student
2. the Master thesis.

(3) In the first year of study, students have to pass module examinations in their practical project, in courses on physics-related theory, in their area of specialization, as well as in their elective modules earning a total of 60 ECTS.

(2) In the second year of study, students have to pass module examinations and earn a total of 30 ECTS in the modules Introduction to Scientific Working Methods and Project Planning for the Master thesis.

### **§ 15 Additional Modules**

(1) The candidate may participate in and complete other modules from the whole range offered at the Friedrich Schiller University Jena (additional modules) if capacity limitations for the individual modules allow.

(2) Additional modules must be completed with an examination. But students will not be awarded credit points that can be counted towards the ECTS required for the Masters

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programme, and the grade of the examination does not count towards the overall final grade. Upon formal request of the candidate, however, additional modules and their grades may be included in the Grade Certificate.

(3) Students must provide information about additional modules they have taken before the Grade Certificate is issued.

## **§ 16**

### **Examination Dates and Deadlines for Examinations**

(1) All module examinations of the first year of study have to be taken for the first time by the end of the second year at the latest, those of the second year by the end of the third year at the latest. If a candidate fails to do so for reasons that he/she is responsible for, the concerned module examinations are considered as definitely failed. The right to re-sit an examination if an examination was failed pursuant to § 11 above remains unaffected.

(2) The Master thesis must be registered with the Examinations Committee at the latest three weeks after the candidate has been informed that he/she has earned 90 ECTS. After the allocation of a subject for the Master thesis, the latter must be submitted to the Examinations Office at the Faculty of Physics and Astronomy within the time frame stipulated in § 21 (6) below.

(3) For part-time students, time periods and deadlines for completing the Master thesis stipulated in (1) above and § 21 (6) below are twice as long as.

(4) The candidate him/herself is responsible for observing the deadlines for examinations. He/she must in particular note the cycles and the frequency of individual module examinations determined in the module descriptions.

## **§ 17**

### **Registering for the Master Examination**

(1) Admitted to the module examinations offered concurrently with the respective course shall only be students who

1. are enrolled at the Friedrich Schiller University Jena for the Masters programme 'Physics';
2. meet all requirements for the module examination in question as stipulated in the respective module description;
3. have not definitely failed the concerned or a comparable module examination or a Master examination in the study programme 'Physics', or currently do not take part in another examination process.

(2) Admitted to register for the Master thesis shall be students who

1. are enrolled at the Friedrich Schiller University Jena for the Masters programme 'Physics';
2. can provide proof to have earned at least 72 ECTS in the study programme 'Physics' in accordance with the study plan;
3. have successfully completed the module on project planning as well as the introductory project for writing the Master thesis; and

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4. who have not definitely failed the Master thesis in the study programme 'Physics', or currently do not take part in another examination process.

## § 18

### Admission Procedures

(1) Students have to register for the module examination via the electronic system for managing studies and examinations (*Friedolin*) generally no later than six weeks after the beginning of the lecture period. Within the first ten weeks of a lecture period, students may generally cancel their registration in the electronic system for managing studies and examinations (*Friedolin*) *without giving reasons*. After the end of these ten weeks, registration is binding.

(2) The person responsible for a particular module appointed by the Examinations Committee decides on admission or non-admission to module examinations. A special notification is only issued if a student is not admitted. Students are to be informed (by customary means: via *Friedolin*, official notification or the like) at least two weeks before the set date for the examination if they are not admitted.

(3) The application to register a Master thesis must be submitted at least two weeks before the candidate will start working on it and is to be addressed to the Examinations Committee. Attached to the application must be

1. proof that all prerequisites as stipulated in § 17 (2) above are met;
2. a proposal for the topic of the Master thesis as well as the desired supervisor; and
3. a statement on whether or not the candidate has already failed or definitely failed a Master examination in the study programme 'Physics', and whether or not he/she takes part in any other examination process.

(4) If it is impossible for the candidate to attach the required documents in the required form as stipulated in (3) sentence 2 above, the Examinations Committee may allow the candidate to provide the proof in a different form.

(5) The Examinations Committee or, pursuant to § 7 (6) above, its Chairperson decides on admission or non-admission to register a Master thesis.

(6) Admission to write a Master thesis is to be refused if

- a) the prerequisites as stipulated in § 17 (2) above are not met, or
- b) the submitted documents are not complete, or
- c) the candidate has already definitely failed the Master examinations in the study programme 'Physics' at another university in the Federal Republic of Germany, or
- d) the candidate already takes part in an examination process in the same study programme at another university.

Otherwise, admission may only be refused if the candidate has lost his/her right to take an examination because he/she failed to meet a deadline.

## § 19

### Module Examinations

(1) Each module comprises an examination on the subject matter of the respective module, including the basic skills required for dealing with the subject matter. The credits points for a module are awarded if this examination is passed. § 15 (2) above remains unaffected.

(2) Students have to register for a module examination via the electronic system for managing studies and examinations (*Friedolin*) generally no later than six weeks after the

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beginning of the lecture period. Within the first ten weeks of a lecture period, students may cancel their registration in *Friedolin* without giving reasons. After the end of these ten weeks, registration is binding. Decisive for determining deadlines are the dates indicated in the module announcements. Cancelling a registration does not discharge from the obligation to meet the deadlines stipulated in § 16 (1) above.

(3) Registering for modules generally requires the successful completion of all modules from previous semesters and years of study. Please refer to the module descriptions in the module catalogue for more details.

(4) A module examination may consist of several partial examinations and all types of examination specified in § 9 above may be combined. The type of examination for each module or the combination of examinations and their respective weight for the final grade are to be specified in the module descriptions.

(5) Module examinations that are a prerequisite for participation in a module in the following semester are to be organized in a way that the results and final grade of a module, also allowing for a possibility to re-sit the examination, are established before the beginning of the lecture period of the following semester.

(6) Generally, examinations are held in German. Upon formal request by the student, an examination may be held in English if the examiners agree. In modules where the language of instruction is English, examinations are held in English too. Upon formal request by the student, examinations in these modules may be held in German.

(7) A module examination is passed if, pursuant to § 10 above, it was graded as 'passed' or given the grade 4.0 or better (according to the German grading system).

**§ 20**  
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**§ 21**  
**Master Thesis**

(1) By writing a Master thesis, the candidate proves that he/she is able to independently work on a problem in his/her field of study within a given time frame and with scientific methods, and to present it according to recognized academic standards. Subject and problem definition are to be formulated in a way that the candidate is able to meet the given deadline without exceeding the estimated workload for a Master thesis of 900 hours.

(2) The Master thesis may also be written as a group if, by indicating sections or other objective criteria that allow for clear differentiation, the contribution of each candidate is identifiable as individual contribution, can be assessed and graded as such, and meets all requirements stipulated in (1) above.

(3) The subject of the Master thesis is allocated and the writing of the Master thesis supervised by an examiner appointed by the Examinations Committee pursuant to § 8 (1) above from among the professors of the study programme. The candidate is given the opportunity to propose subjects for his/her Master thesis.

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(4) The subject of the Master thesis can only be allocated after admission to write the Master thesis has been obtained. The subject is allocated by the chairperson of the Examinations Committee and is to be put on record. If all admission requirements according to § 17 (2) above are met, a subject is allocated three weeks after the application for admission has been received. A subject is allocated at the latest four weeks after a candidate has been informed that he/she has earned the total of 90 ECTS which are the basic prerequisite for registering to write a Master thesis.

(5) Upon request, the chairperson of the Examinations Committee ensures that a student is allocated a subject for his/her Master thesis in due time. Deadlines specified in § 16 (2), sentence 1 above are to be applied.

(6) The time frame to work on the Master thesis is six months. Upon justified request, the deadline may in exceptional cases be extended by three months. The formal request must include an official statement from the supervisor and must be submitted at the latest two weeks before the deadline to submit the Master thesis. In case of inability to work due to illness, which must be proven with a medical certificate from the public health officer (*Amtsarzt*), the time frame to work on the Master thesis is extended accordingly. The request will be decided upon by the chairperson of the Examinations Committee.

(7) The subject of the Master thesis can only be rejected and returned once and only in the first four weeks after its allocation. The time passed until the rejection and returning of the subject for the Master thesis does not count towards the overall time frame to work on the Master thesis.

(8) The Master thesis must be submitted to the Examinations Office of the Faculty of Physics and Astronomy in three printed and bound hard copies and within the prescribed time frame. In addition, one electronic copy must be submitted.

(9) When submitting his/her Master thesis, the candidate confirms in writing that he/she has written the thesis—or in case of group work, the part marked as his/her contribution—on her/his own, that no other sources or resources than those indicated were used, and that direct and indirect citations and ideas from somebody else are marked as such.

(10) If the Master thesis is not submitted within the time frame prescribed, it is considered as 'failed' (*nicht bestanden*) pursuant to § 12 (1) above.

(11) The Master thesis is evaluated and graded by two examiners. One of the examiners is to be the one who assigned the subject of the Master thesis. The second examiner is appointed by the chairperson of the Examinations Committee. The evaluation reports must be ready within 6 weeks of submission of the Master thesis. The grading is to be done according to § 10 above and reasons for the grading are to be given.

(12) The main results and/or findings of the Master thesis are summarized by the candidate in a 20-30 minute presentation followed by a short discussion. The final grade of the Master thesis is the arithmetic average of the two grades given in the written evaluations and the grade given for the oral presentation if the difference of the two grades in the written evaluations is less than 2.0 grades (according to the German grading system). If the difference of the two grades is higher than 2.0 (according to the German grading system), a third expert opinion is sought. This also applies if one of the two examiners awards the grade 'failed' (*nicht bestanden*, according to the German grading system). The third expert is appointed by the chairperson of the Examinations Committee. To calculate the final overall

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grade for the Master thesis, the two top grades given in the three written evaluations will count 40% each, and the grade given for the oral presentation will count 20%. For the latter,

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the two examiners should reach consensus. However, the Master thesis can only be graded as 'passed' if at least two of the grades are 'passed' (*ausreichend*, according to the German grading system) or better.

## § 22

### Passing the Master Examinations, Overall Grade

(1) The Master examinations are passed if all module examinations in the Masters programme 'Physics' and the chosen minor subject earning a total of 90 ECTS as well as the Master thesis earning 30 ECTS were successfully passed. The overall final grade is the weighted average of all final grades of module examinations and the Master thesis: the Master thesis on the one hand and the average of all grades of module examinations weighted according to credit points earned on the other weigh 50 % each.

(2) If the overall final grade is 1.0 or 1.1 according to the German grading scale, the mention 'with distinction' (*mit Auszeichnung*) is awarded with the grade.

## § 23

### Grade Certificate, Diploma Supplement, Degree Certificate

(1) Upon successful completion of the Master examinations, a Grade Certificate is to be issued promptly, if possible within four weeks. It includes the duration of study, the titles of the successfully completed modules, the corresponding credit points, as well as the results (grades) of all module examinations. In addition and upon formal request of the candidate, additional modules may be included pursuant to § 15 above. The Grade Certificate is signed by the chairperson of the Examinations Committee. The date of the Grade Certificate is the day on which all assessed and non-assessed course work as well as examinations have successfully been completed.

(2) Together with the Grade Certificate, a Diploma Supplement in German and English is issued based on the diploma supplement template developed jointly by the European Union, the Council of Europe, and UNESCO.

(3) If a candidate has definitely failed an examination or if an examination is considered to be definitely failed, the chairperson of the Examinations Committee informs the candidate in writing and includes information on legal remedies.

(4) If a candidate leaves the university or changes his/her study programme, he/she may, upon formal request, be issued a Transcript of Records to document the successfully completed examinations and assessed and non-assessed course work as well as their evaluation pursuant to § 10 above.

(5) Together with the Grade Certificate, the graduate receives a Degree Certificate with the same date as the Grade Certificate. It certifies that the graduate is awarded the academic degree 'Master of Science'.

(6) The Degree Certificate is signed by the Dean of the Faculty (*Dekan*) and the Chairperson of the Examinations Committee, and bears the seal of the Friedrich Schiller University Jena.

### III Final Provisions

#### **§ 24 Invalid Examinations**

(1) If a candidate's fraudulent conduct during an examination becomes known only after the delivery of the Grade Certificate, the Examinations Committee may correct the assessment for the corresponding examinations with retrospective effect and declare all or part of the examination to be failed.

(2) If admission requirements for an examination were not met without the candidate intending to deceive, and this fact becomes known only after the delivery of the Grade Certificate, the passed examination remedies this shortcoming. If a candidate has gained admission by intentionally deceitful means, the Examinations Committee decides on legal consequences.

(3) In cases of plagiarism or repeated deception, the Examinations Committee may decide to temporarily exclude the respective candidate from taking any examination or producing other assessed coursework for up to 2 years. The same applies for other similarly serious violations of the principles of academic probity.

(4) In particularly serious cases of violations of the principles of academic probity, the Rector may, upon formal request of the Examinations Committee, permanently exclude the candidate from taking any other examinations in this study programme.

(5) The candidate in question must be given the opportunity to be heard prior to any decision.

(6) The incorrect Grade Certificate is revoked and a revised version issued where applicable. Together with the revoked Grade Certificate, also the Degree Certificate is revoked if the examination is declared to be failed due to fraudulent conduct. A decision pursuant to (1) and (2), sentence 2 above must be taken within 5 years after the date of issue of the Grade Certificate. After this time, it is no longer permitted.

#### **§ 25 Viewing Examination Files**

Within one year of the announcement of examination results of the last examination or assessed coursework, the candidate must, upon request and within a reasonable time frame, be given the opportunity to view the files of his/her written examinations, the corresponding evaluation reports of the examiners, and the minutes taken during examinations. Place and date for viewing examination files are set by the chairperson of the Examinations Committee.

#### **§ 26 Appeal Procedure**

(1) Negative decisions and other onerous administrative decisions that were taken pursuant to these Examination Regulations are to be communicated in writing, reasons must be given, and legal remedies indicated. Within one month of receiving such notification, the concerned student or graduate may file an objection with the Examinations Committee.

(2) The objection will be decided upon by the Examinations Committee. If the objection is against a decision made by examiners, the Examinations Committee makes a decision after consultation with the examiners.

(3) Members of the Examinations Committee cannot assume this responsibility of the Examinations Committee if they were involved in the examination that the objection is directed at.

(4) The decision on the objections is to be taken at the earliest possible date. If the objection is not granted, the notice must give reasons and include information on legal remedies. The notice on the objection is to be delivered to the appellant.

### **§ 27**

#### **Equal Opportunity Clause**

All titles and functions in (the German version of) these Regulations equally refer to men and women.

### **§ 28**

#### **Coming into Effect, Transitional Provisions**

(1) The third modification of these Examination Regulations pursuant to Article 2 of the Modification Regulations adopted on 19 June 2013 come into effect on 01 October 2016 following their announcement in the journal of legal notices of the Friedrich Schiller University (*Verkündungsblatt der Friedrich-Schiller-Universität*).

(2) It is applicable for students who have been enrolled for this Masters programme starting in the winter semester 2016/17.

[(3) In principle, each and any student finishes his or her studies pursuant to the regulations applicable at the moment he/she began his/her studies.]

Jena, 19 June 2013

Prof. Dr Klaus Dicke  
Rector of the Friedrich Schiller University Jena