

# STUDY AND EXAM REGULATIONS

## Modules and ECTS-Points

*The study and examination regulations is perhaps the most important document you will need during your studies. It provides the road map for navigating a successful finish.*



## WHAT ARE THE STUDY AND EXAMINATION REGULATIONS?

The study and exam regulations set the framework for your studies. They define the rules according to which you study, determine compulsory and optional contents and form the examination framework of your degree program. With these guidelines you can plan and structure your studies thereby influencing your academic success in a positive way.

They provide information and recommendations on the following topics:






- ➔ Study composition
- ➔ Goals
- ➔ Content
- ➔ Structure and duration
- ➔ Requirements
- ➔ Study organization

## WHAT IS A MODULE?

A degree program is divided into modules, which usually have to be studied in a certain order: the different modules are set up so that they build on each other. A module deals with a superordinate topic that can take place over one or two semesters and often comprises various courses that are thematically related (e.g. lectures with seminars or exercises). A module can consist of several sub-modules. To complete a module, you must complete all sub-modules first and, if necessary, pass all the exams provided.

### Example:

Modul B.WIWI-WIN.0002: Management der Informationswirtschaft (6 ECTS)		
	Lecture	Management of Information Economy (2 ECTS)
	Exercise	Methodical Exercise Management Information Economy (2 ECTS)
	Exercise	Content Exercise Management Information Economy (2 ECTS)

## WHAT IS A MODULE INDEX?

A module index contains comprehensive descriptions of all modules within a study program and is part of the study and examination regulations. It provides information on these topics for each individual module:



- Learning goals and competencies
- Requirements
- Content of the module
- Examination forms
- Examination Requirements
- Access requirements
- Previous module knowledge
- Language
- Repeatability
- Recommended semester
- Workload and credits

## WHAT ARE ECTS-POINTS?

"ECTS" is the abbreviation for "European Credit Transfer System", the European uniform framework for the assessment of study and examination achievements. ECTS points are also called credits, credit points, or study points. They describe the amount of work that students have to complete within a module or degree program. According to ECTS, one credit corresponds to approximately 25-30 hours of work. As a rule, 30 credits should be earned per semester in order to complete the program within the standard period of study. A Bachelor's program, which is designed for a standard period of study of six semesters, usually comprises 180 credits. A Master's degree program lasting four semesters usually comprises 120 credits.

## FURTHER INFORMATION:

Where can you find your study and exam regulations? Go to ....

- ➔ [www.uni-goettingen.de/studium](http://www.uni-goettingen.de/studium)
- ➔ „Range of Study Programs“
- ➔ „Degree Programs from A to Z“

## CONTENT-RELATED TASKS ON STUDY AND EXAM REGULATIONS AND MODULES

1. Where can you find the module index for your degree program?
2. Choose one module from your module index, which you would like to take. What information can you get from the module description? (Alternatively: Work with the example of module B.WIWI-WB.0004: Introduction to scientific work, see below)
  - a. How many credits do you get for the module?
  - b. What does SWS mean?
  - c. Are there any access requirements?
  - d. What previous knowledge is recommended? How do the “access requirements” differ from “recommended previous knowledge”?
  - e. How extensive is the workload? How is it organized?
  - f. What forms of examination are required?
  - g. For which semester is the module recommended?
3. Is there a study plan for your degree program? Please refer to the study and exam regulations or the website of the respective institute or seminar.
4. Where do the study and exam regulations offer flexibility in order to complete your studies?

## INTERCULTURAL TASKS ON STUDY AND EXAM REGULATIONS AND MODULES:

1. Do you think the study and exam regulations are useful? If so, why or why not?
2. To what extent do the study and exam regulations represent a service or further support for university students?
3. Comparing countries and cultures of origin: How are your studies organized? How does your university guarantee that the academic achievements of students coming from abroad are recognized as equal? Are credits earned equal in value and are degrees recognized as equivalent at your university? What are the advantages and disadvantages of the systems in comparison?
4. With the introduction of Bachelor's and Master's degrees and the ECTS system, degree programs in Germany have been modernised and the degrees are internationally recognised. Many advantages have arisen, e.g. the introduction of a standard period of study, a structured curriculum, an increase in the practical relevance and the amount of soft skills as part of the study program. At the same time, much criticism has been voiced. Which of the improvements have their drawbacks? What disadvantages are there to the Bachelor and Master degrees and the ECTS system?
5. Imagine you could draw up your own study and exam regulations. How would they look like?
6. What happens if you exceed the time limits to complete your study program (e.g. in terms of financing your studies)?

## EXAMPLE OF A MODULE DESCRIPTION

### Excerpt from the module index of the Bachelor of Business Administration

Modul B.WIWI-WB.0004 - Version 1

<b>Georg-August-Universität Göttingen</b> <b>Modul B.WIWI-WB.0004: Einführung in das wissenschaftliche Arbeiten</b> <i>English title: Introduction to Standards and Methods of Academic Work</i>		3 C 2 SWS
<b>Lernziele/Kompetenzen:</b> Die Studierenden sind in der Lage, eine wissenschaftliche Arbeit zu planen und zu verfassen. Darüber hinaus beherrschen sie Techniken der Literaturrecherche, der Literaturverwaltung sowie der Zitation. Sie können verschiedene Arten von Quellen voneinander unterscheiden und diese adäquat nutzen. Außerdem kennen Sie die grundsätzlichen Bewertungsmaßstäbe für wissenschaftliche Arbeiten.		<b>Arbeitsaufwand:</b> Präsenzzeit: 28 Stunden Selbststudium: 62 Stunden
<b>Lehrveranstaltung: Einführung in das wissenschaftliche Arbeiten (Seminar)</b> <i>Inhalte:</i> Die Veranstaltung thematisiert die Grundlagen des wissenschaftlichen Arbeitens in den Wirtschafts- und Sozialwissenschaften. Es werden die wesentlichen Schritte bei der Planung und Erstellung einer wissenschaftlichen Arbeit diskutiert und die Grundformen solcher Arbeiten erläutert. Darüber hinaus werden Techniken der Literaturrecherche und der Zitation sowie der Umgang mit Quellen unterschiedlicher Art und Güte behandelt. Es werden außerdem Bewertungskriterien für die Beurteilung wissenschaftlicher Arbeiten angesprochen.		2 SWS
<b>Prüfung: Hausarbeit (max. 10 Seiten)</b>		3 C
<b>Prüfungsanforderungen:</b> Die Studierenden weisen in der Modulprüfung nach, dass sie in der Lage sind, eine wissenschaftliche Arbeit zu planen und zu erstellen. Außerdem zeigen sie, dass sie die Techniken zur Literaturrecherche und Zitation beherrschen.		
<b>Zugangsvoraussetzungen:</b> keine	<b>Empfohlene Vorkenntnisse:</b> keine	
<b>Sprache:</b> Deutsch	<b>Modulverantwortliche[r]:</b> Prof. Dr. Susan Seeber	
<b>Angebotshäufigkeit:</b> jedes Semester	<b>Dauer:</b> 1 Semester	
<b>Wiederholbarkeit:</b> zweimalig	<b>Empfohlenes Fachsemester:</b> 3 - 5	
<b>Maximale Studierendenzahl:</b> nicht begrenzt		