

Information from the Bauhaus-Universität Weimar

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The original German text is the legally binding version.

ACADEMIC REGULATIONS

<input type="checkbox"/> The President <input type="checkbox"/> The Chancellor	Study Examination Regulations for the consecutive degree <i>»Natural Hazards and Risks in Structural Engineering«</i> leading to a Master of Science	Issued on 25/2023
	Processing Dep./Unit Faculty B	Phone -4415 Date 22 Nov. 2023

Pursuant to § 3, paragraph 1, in conjunction with section § 38, paragraph 3 of the Thuringian Higher Education Act (ThürHG) of

10 May 2018 (GVBl. p. 149) last amended by Article 1 of the Act dated 7 December 2022 (GVBl. p. 483), the Bauhaus-Universität Weimar issues the (M.Sc.) based on the examination regulations approved by the university president for the *»Natural Hazards and Risks in Structural Engineering«* degree - programme leading to a Master of Science (M.Sc.) qualification.

The Faculty Board of the Faculty of Civil Engineering agreed the examination regulations on 11 October 2023.

The President of the Bauhaus-Universität Weimar approved the regulations on 22 November 2023.

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Appendix 1 Study and examination plan

§ 1 Purpose of the Master's examination

The student should demonstrate through the Master's examination that they have acquired the in-depth expertise skills that enable them to carry out scientific work.

§ 2 Standard study period

The standard study period is four semesters.

§ 3 Examination structure

(1) The Master's examination covers the Master's degree module examinations and the Master's thesis, including its defence (see Appendix 1).

(2) Each module concludes with an examination for which credit points (LP) are awarded. Module examinations take place during the degree programme and typically consist of one examination.

§ 4 Deadlines

(1) The Master's examination is expected to be completed within the standard study period. A Master's examination that is not completed within three semesters of completing the standard study period is not considered to have been passed unless the candidate is proven not responsible for missing the examination. In this case, the candidate may submit a justified request to the examination committee to have their study period extended.

(2) A failed module examination must be retaken in the following examination period. The second retake of a module examination must also take place in the following exam period. After the end of this period, the examination is considered to be »failed« unless the candidate is not responsible for the outcome.

(3) Registration for a module examination is typically done online and is binding. The respective registration period is set by the examination committee. It is possible to cancel exams or partial exams consisting of individual work up to seven calendar days before the respective examination period begins.

(4) Exam registration is valid if the candidate is unable to take the exam or is on leave of absence on the scheduled exam date, i.e. the candidate is not required to re-register for the next examination date, they are required to take the test at the later date.

(5) If there is an overlap due to repeat examinations, the exam that comes first in the curriculum is the exam which must be taken. The candidate is required to de-register from the other exam through the examination office. Examinations that are scheduled for the same day but do not overlap must be taken. The candidate may take a maximum of two module examinations per day in the examination period.

§ 5 Scope and type of examinations

- (1) Examinations make take place in the form of:
1. examinations and other written work (§ 6),
 2. oral examinations (§ 7),
 3. electronic exams (§ 8).

(2) Course work, including assignments or essays, tests, internships and projects are prerequisites for the exam. These tasks, along with the exam format, are determined by the first examiner and communicated in the course descriptions.

Admission to module exam is announced by the respective examination commission after checking the prerequisites and no later than five days before then scheduled examination date. The exam dates are binding for students who have applied and been admitted.

(3) Certain examinations may also be carried out in the form of group work. The contribution of the individual to the examination performance to be graded must be clearly defined and assessed separately. The group should generally not consist of more than four students.

§ 6 Examinations and other written work

(1) In written examinations, the candidate must demonstrate that they have recognised a problem within a limited period of time and, using resources specified by the examiner and common methods from the specialist area, come up with a solution. The time to complete an exam is approximately 30 minutes per credit point, but may be no longer than three hours in total.

(2) In additional writing tasks, the candidate should demonstrate that they can

- define problems systematically or analytically,
- develop methods for addressing them,
- comprehensively discuss and develop solutions,
- develop and apply tools,
- integrate existing knowledge in a relevant way,
- interpret results and summarise relevant conclusions, and
- conclude by presenting these in a logical, scientific form.

(3) Written exams and written assignments must typically be assessed by two examiners, one of whom should be a university lecturer.

(4) This does not apply to written exams and written assignments based on multiple-choice methods.

§ 7 Oral examinations

(1) In oral examinations the candidate should demonstrate that they have recognised the interactions in the area being examined and can assign special issues to these interactions. Oral exams are intended to determine whether the candidate can demonstrate comprehensive basic knowledge. The duration of the oral examinations can range from a minimum of 15 minutes to a maximum of 45 minutes per candidate.

(2) Oral exams are completed in front of at least two examiners (collegial examination) or one examiner in the presence of an expert assessor as a group or individual examination, whereby one of the examiners should be a university instructor.

(3) The key objects and results of the oral examinations should be recorded in writing. The candidate is to be given their result directly after the oral examination.

(4) Students who wish to take the same examination at a later date may be admitted to the audience of an oral exam as space permits, unless the candidate objects. Admission to act as an auditor however does not include the commentary and notification of the examination results to the candidate.

§ 8 Electronic exams (online in-person examinations)

(1) Exams may take place in electronic format (electronic examinations) if appropriate. The examination format must be expressed in the module description.

(2) Electronic examinations must take place under supervision of a competent individual who is also responsible for taking the minutes of the examination.

(3) Electronic data must be clearly and permanently assigned to the candidate. Candidates must be granted access to exam results in accordance with the general regulations.

(4) Electronic examinations may only be taken using IT systems (hardware and software) that belong to the university administration or have been approved for these purposes by the Service Centre for Computer Systems and Communication (SCC)

(5) Should studies or exams to be carried out in electronic formats, students are to be given sufficient opportunity to familiarize themselves with the electronic exam system within the framework of the respective course. Data protection laws must be upheld.

(5) Electronic multiple-choice exams are excluded.

§ 9 Assessment and weighting of examination performances and grading

(1) The grades for the individual examination performances are set by the relevant examiner. The following grades are to be used to assess examination performances:

1,0 to 1,5	very good	an outstanding achievement;
1,6 to 2,5	good;	an achievement which lies substantially above average requirements;
2,6 to 3,5	satisfactory;	an achievement which corresponds to average requirements;
3,6 to 4,0	sufficient;	an achievement which barely meets the requirements;
above 4,0	not sufficient;	an achievement which does not meet the requirements.

(2) For differentiated grading, individual grades (from 1,0 to 4,0) can be raised or lowered using the numbers after the decimal point.

(3) For the exceptional case of module examinations that consist of multiple examinations, the grade is calculated using the mean of the individual exam grades, weighted with the credit points awarded for each individual exam. When calculating the examination grades, only the first decimal place after the decimal point is taken into account with no rounding up.

(4) A total grade is given for the Master's examination. The total grade for the Master's examination is calculated using the arithmetic mean of all module examinations and the Master's module. These are weighted with the credit points awarded for each module. The second digit after the decimal point is taken into account, all other digits are ignored without rounding. For exam performances graded with an average of up to 1,19, the examination committee may issue the award »With Distinction« for outstanding performances. This requires that the Master's thesis module is graded as 1,0 and the majority of the module examinations are also graded as 1,0 with no grade lower than 2,0 (»good«).

(5) The German grades are supplemented by an ECTS grade using the following scheme:

ECTS Grade	Proportion of students who are usually given this grade:	A	the top 10 %
B	the next 25 %		
C	the next 30 %		
D	the next 25 %		
E	the next 10 %		
F	Exam failed		

If the cohort used does not provide a sufficiently reliable basis for the re-grades, these are not shown.

(6) The deadlines for assessing coursework or examinations are subject to § 54 (8) of the Thuringian Higher Education Act (ThürHG).

§ 10 Absence, withdrawal, deception, or violation of regulations

(1) An examination performance is considered to be »unsatisfactory« if the candidate is absent for an examination without an appropriate reason or if they withdraw from the examination after it starts without an appropriate reason. This also applies if a written examination is not submitted by the stated deadline.

(2) Reasons for the withdrawal or absence must be submitted to the examination office or the examiner within a maximum of three working days and must be credible. If the candidate is ill, a doctor's certificate must be provided stating that the candidate is unable to take part in the examination. If there is sufficient evidence that the candidate is capable of taking the examination or additional proof of inability is necessary, the university is entitled to request a doctor's certificate at the candidate's expense. If the justification is accepted, a new date is set, usually the next scheduled examination date. The examination results already in place must be offset in this case.

(3) If a candidate attempts to influence the result of an examination performance by deception or the use of impermissible resources, this examination performance is graded as »not sufficient«. A candidate who disrupts the proper process of the exam may be excluded from continuing the examination by the relevant examiner or supervisor. In this case the relevant examination performance is graded as »not sufficient«.

(4) Work accompanying the degree or another examination performance that has come about as a result of transferring content from other sources and not being marked as such (plagiarism) represents fraud, as defined in Paragraph 3, and is investigated as such.

(5) The candidate may request that the decisions under Paragraph 4 are checked by the examination committee within four weeks of notification of the examination results. The candidate must be notified by the examination committee in writing, without delay and with justification of any adverse decisions and must be provided with information on legal remedies.

§ 11 Passing and failing

(1) A module examination is successfully completed if the module grade is at least »sufficient«. In the exceptional case where a partial exam comprises several parts, all sub-exams be graded with at least »sufficient«. Failed partial exams are, in accordance with § 12, to be repeated.

(2) For module examinations consisting of sub-exams, the sub-exams are not assessed individually. Paragraph 1 sentence 1 applies.

(3) The Master's examination is passed if all of the module examinations, including the Master's thesis and its defence, are passed.

(4) If the candidate does not pass the Master's examination, on request and on presentation of the relevant documents and the deregistration confirmation, they are issued with a study certificate that contains the examination performances provided and their grades and indicates that the Master's examination was failed.

§ 12 Repeating module examinations

(1) Failed module examinations must be repeated within the periods stated in § 4 Para. 2.

(2) A second repetition of module examinations or partial examinations must be completed in accordance with the deadlines set out in § 4 Para. 2. If the candidate fails the second repeat examination, the examination performance is conclusively considered failed.

(3) If the candidate does not take part in the first repeat examination without good reason, the examination is considered failed. If the candidate does not take part in the repeat examination without good reason, the examination is considered failed.

(4) Retaking a passed module examination or partial exam is not permitted.

§ 13 Recognition of study periods, studies and examinations as well as competencies outside the university

(1) Study times, course and examination performances that were provided at another domestic, international or internationally recognised university or other degree programmes from the same university will be credited if there is no significant difference in terms of the competencies gained (learning results). Upon request, the examination committee determines whether or not to recognise or award credits.

(2) If study and examination performances are recognised in situations where grading systems are comparable, the grades are to be transferred and included in the calculation of the overall grade. The grade »passed« is used for grade systems that are not comparable. A grade of »passed« may be recognised in the attestation.

(3) If the requirements in Paragraph 1 are met, there is a legal right to recognition. The candidate is responsible for submitting the required documents for recognition at the beginning of the 1st semester if possible.

(4) Knowledge and skills acquired outside of university settings can be recognised if they are equivalent in terms of content and level to the course and examination performances that they are to replace. They may replace a maximum of half of the degree's assigned credits. The examination committee decides on recognition. Recognition must be assigned to the modules and shown in the student's performance overview. Any exceptions must be justified. Applications for credit transfer can only be made after enrolment. Applications are typically processed within four weeks. The decision on whether the performances provided by the student outside of the university are equivalent to the examination performances that are to be replaced is made on the individual basis using the documents presented by the student such as work samples, certificates, subject descriptions, teaching plans etc. which typically must be less than 5 years old. The student is responsible for providing proof of equivalence.

(5) Rejections must be justified in writing. The department conducting the assessment is responsible for proving that an application does not meet the necessary requirements

§ 14 Issuing, submitting, assessing and repeating the Master's thesis

(1) The Master's thesis should demonstrate the candidate's ability to independently solve a problem in the subject area using scientific methods within a set time period.

(2) Every university lecturer in the faculty who teaches courses in the »Natural Hazards and Risks in Structural Engineering« degree program is able to issue, supervise and assess Master's theses. Requests for further authorizations may be submitted and granted by decision of the examination committee together with the director of the degree program.

(3) In order to be admitted to the Master's thesis, students must have successfully completed at least 78 credit points in the degree programme, including completing all basic modules and the »Special Project«.

(4) The Master's thesis must be registered with the examination committee in writing. The following must also be enclosed with the application:

1. A proposal for the first and second examiners, as well as
2. a suggested topic for the Master's thesis.

(5) The examination office is responsible for assigning the topic for the Master's thesis and appointing the examination committee. The date of assignment must be recorded. The first examiner is responsible for supervising the student's thesis preparation. The topic can only be rejected once and only within the first four weeks of its assignment.

(6) Group work is also be permitted for the Master's thesis if the individual students' contribution to be assessed is clearly distinguishable and assessable based on the submission of sections, page numbers or other objective criteria that enable a clear differentiation and fulfil the requirements as per Paragraph 1.

(7) A total of 18 weeks are set for processing of the Master's thesis. The subject, topic and scope of the work must be limited by the first examiner in such a way that the deadline set for the work can be met.

(8) The examination committee may permit an extension of the completion time if reasons beyond the student's control make an extension of the preparation time necessary. In individual cases, the examination committee may extend the processing time for topic-related reasons. The processing time may not exceed 24 weeks. If this period is exceeded for reasons the candidate is not responsible for, the work must be discontinued and a new topic issued. In this case, the examination attempt is considered as having not been made.

(9) The Master's thesis must be submitted to the first examiner by the given deadline. The student must confirm at the time of submission that they wrote their work independently and did not use any sources or resources other than those indicated. In the case of group work, the contribution to the group work must be clearly indicated.

(10) The Master's thesis must be submitted in duplicate in print form and in digital formats in English. Upon request, the examination committee may permit the Master's thesis to be written in another language.

(11) One printed copy of the Master's thesis and its digital format become the property of the Bauhaus-Universität Weimar and can be destroyed after a period of one year following completion of the examination procedure.

The Bauhaus-Universität Weimar reserves the right to use and publish the final documentation for the Master's thesis in part or in full for its own non-commercial purposes, provided the author is credited. The copyright claims of the author are otherwise unaffected by this.

(12) The Master's thesis must be graded independently by two examiners within six weeks of one another and defended in front of them. The defence is subject to the same procedure as oral examinations (§7 Oral examinations).

(13) The Master's module grade consists of the Master's thesis grade (worth 75%) and the assessment of the defence (worth 25%). The grade is calculated based on the arithmetic mean of the individual assessments. If an examiner awards the mark of »failed«, the examination committee must obtain the opinion of a third assessor. Work carried is deemed passed if two examiners award a mark of at least »sufficient«.

(14) If the Master's thesis or its defence is failed, they can each be repeated once. The topic of the Master's thesis may only be rejected within the period mentioned in Paragraph 5 if the student has not already taken advantage of this option for the first thesis topic assigned.

§ 15 Compensation for disadvantages

Applications for compensation of disadvantages for examination performances must be submitted at least 3 weeks before the respective examination period. Applications for compensation for disadvantages for academic work must be submitted within a reasonable period of time prior to their completion. The disadvantage must be credible; a doctor's note may be required for this or, in justified individual cases, an official medical certificate. The student may propose a particular form of compensation. The request is to be made in writing, the decision notified in writing and any refusal is to be justified in writing. Students must not experience any disadvantages from utilising maternity, parental or care leave.

§ 16 Examination committee

(1) An examination committee is responsible for the tasks assigned by these examination regulations.

(2) The Faculty Board appoints the members of the examination, its chair and deputy.

(3) The examination committee is made up of three representatives from the professors and junior professors (Hochschullehrer) group, one representative from the scientific employees group, and one student representative. The lecturer and academic employee representatives typically serve a two-year term in office, and the student representative serves one year.

(4) Resolutions are passed by the examination committee by a majority vote. The examination committee can pass resolutions if the majority of its professors and junior professors (Hochschullehrer) members, including the chair or their deputy are present and an absolute majority is ensured.

In decisions with an equal number of votes, the final decision is made by the elected chair.

(5) The meetings of the examination committee are not public. The members of the examination committee are bound to maintain confidentiality. If they are not in public service, they shall be obliged by the chair to maintain confidentiality.

(6) The examination committee shall ensure that the provisions of the examination regulations are complied with. It reports to the Faculty Board regularly on the development of examinations and study periods, and provides suggestions for reforming the study regulations, the course timetable and examination schedule, and the examination regulations.

At the start of each semester, the examination committee shall determine the examination period.

(7) The members of the examination committee have the right to participate in approval of the examinations.

(8) As an exception, if an important decision cannot be postponed, decisions may be made outside of meetings by means of a written or electronic procedure («Umlaufverfahren»). In this case, the chair must inform members of the examination committee and address the issue in an appropriate manner. Resolutions carried out in this way may be passed if all members agree to the procedure. If resolutions are passed in this way, a corresponding draft resolution must be made available to the voting members in writing or electronically. The chair must set a reasonable deadline. For decision making and the passing of resolutions, it is not the presence but the participation of the members in the circulation procedure that is decisive.

§ 17 Examiners and assessors

(1) The examination committee appoints the examiners and the assessors. Only members and associates of the Bauhaus-Universität Weimar or another university where they are authorised to teach the relevant examination subject as a professor, lecturer or on a teaching assignment may be appointed as examiners. This also applies if authorisation to teach independently has been granted in a subject forming part of the examination subject. Examinations are generally to be assessed by at least two examiners; at least one of the examiners should be a university instructor. Only people who are qualified in the exam subject area or hold the equivalent qualification may be appointed as assessors.

(2) If required by the purpose and nature of the examination, experienced persons from professional practice and training may also be appointed as examiners if they possess at least the qualification awarded for the examination or an equivalent qualification.

(3) The examiners are obliged to maintain confidentiality. If they are not in public service, they shall be obliged by the examination committee to maintain confidentiality.

§ 18 Degree

Once students have passed the Master's examination, the Bauhaus-Universität Weimar awards the academic degree of »Master of Science« (M.Sc.) at the suggestion of the Faculty of Civil and Environmental Engineering.

§ 19 Attestation and Master's certificate

(1) Ideally, within four weeks of passing the Master's examination, the student will receive a certificate listing the credit points for each completed module of the Master's degree programme in German and English, as well as an overall grade.

(2) The degree certificate bears the date that the last examination was completed.

(3) The Bauhaus-Universität Weimar shall issue a diploma supplement (DS) in German and English.

(4) The student shall also receive a German and an English copy of the Master's certificate bearing the same date as the degree certificate. This certifies the awarding of the Master's degree. The Master's certificate and the degree certificate are signed by the dean of the faculty and the chair of the examination committee, and bear the university seal.

§ 20 Invalidity of the examinations

(1) If a student is found to have cheated during an examination and this fact only becomes known after the degree certificate has been issued, the mark awarded for the examination can be adjusted in accordance with § 10. If necessary, the module examination in question may be conclusively considered »failed«.

(2) If the conditions for admission to a module examination are not fulfilled without a student intentionally cheating and if this fact only becomes known after the degree certificate has been issued, this shortcoming shall be remedied by awarding a pass for the module examination. If the student intentionally wrongly obtains the right to take a module examination, this module examination may be declared »insufficient«.

(3) The student must be given the opportunity to make a statement before a decision is reached.

(4) An incorrect degree certificate shall be withdrawn and a new one issued as necessary. The Master's certificate transcript of records and diploma supplement are to be withdrawn along with the invalid degree certificate. A decision pursuant to Para. 1 and Para. 2 sentence 2 is ruled out after a period of five years from the date on the degree certificate.

§ 21 Reviewing the examination results

Within one year of completing the examination, the student is to be granted access to their written examinations, the examiners' reports on these and the examination protocols upon request within a reasonable period.

§ 22 Appeal process

(1) Decisions to reject an application reached according to these examination regulations must be made in writing, justified and accompanied by instructions on how to appeal. An appeal may be lodged with the examination committee within one month of receipt of the decision.

(2) If the appeal relates to an examiner's assessment, the examination committee shall forward the appeal to the examiner in question for review. If the examiner amends their decision in accordance with the request, the examination committee shall approve the appeal. Otherwise, the examination committee shall review whether its decision:

1. was based on incorrect assumptions or irrelevant considerations;
2. infringes generally recognised principles of assessment standards;
3. infringes legal regulations;
4. infringes general principles of life experience. They shall then inform

the student of the outcome of their appeal.

(3) If the appeal relates to a decision of the examination committee, the dean shall make a final decision upon hearing from the examination committee if the examination committee does not approve the appeal.

(4) A decision is to be made on the appeal at the earliest possible opportunity. If the appeal is not approved, this decision must be justified and information provided on the appeal procedure.

§ 23 Equality opportunity clause

The statuses and functions described in these regulations apply equally to all genders.

§ 24 Entry into effect and expiry

(1) These regulations shall enter into force on the first day of the month following their publication in the notices of the Bauhaus-Universität Weimar.

(2) These regulations shall first apply for the students beginning their studies in the winter semester 2024/25.

Faculty Board resolution dated 11 October 2023

Prof. Dr.-Ing. Prof. Dr. rer. nat. Tom Lahmer
Dean

The regulations are subject to approval.

Dr. Steffi Heine
Head of Legal
Affairs

Approved:
Weimar, 22 November 2023

Prof. Peter
Benz,
President

Appendix 1 Study and examination plan

Study Regulations - Appendix 1 (course timetable and examination schedule)		Semester 1	Semester 2	Semester 3	Semester 4
»Natural Hazards and Risks in Structural Engineering" Master	Credit points	Credit points	Credit points	Credit points	Credit points
Applied mathematics and stochastics for risk assessment	6	6			
Geographical Information Systems (GIS) and building stock survey	6	6			
Primary hazards and risks	6	6			
Finite element methods and structural dynamics	6	6			
Structural engineering	6	3	3		
Elective module **	6	3	3		
Structural parameter survey and evaluation	6		6		
Earthquake engineering and structural design	6		6		
Geo- and hydrotechnical engineering	6		6		
Elective compulsory module *	6		6		
Disaster management and mitigation strategies	6			6	
Life-lines engineering	6			6	
Elective compulsory module *	6			6	
Special Project	12			12	
Elective module **	6				6
Master's thesis	24				24
Total	120	30	30	30	30

* See the NHRE module catalogue (updated every semester, subject to confirmation by the examination committee).

** Free choice of modules from the Master's programmes offered at the Bauhaus-Universität Weimar (graded German courses worth max. 6 credits may also be selected).