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Appendix: Courses and ECTS credits in the master's programme
I. General

§ 1 Objective of the master's examination
The master's examination provides candidates with an advanced degree in the biological sciences that qualifies them to enter a profession. The master's examination shall determine whether the candidates have extensive and scientifically founded knowledge in the chosen field, and are able to work independently according to scientific principles and apply scientific methods and insights.

§ 2 Academic degree
Once candidates have passed the master’s examination, the University of Konstanz awards the academic degree of “Master of Science” (abbreviated to: MSc).

§ 3 Structure of the programme, standard period of study
(1) The standard period of study for the master's programme is four semesters.
(2) Courses are offered across three of the four semesters. To successfully complete the master's programme, candidates must take courses worth 90 ECTS credits. Over the course of the master’s programme, candidates must earn a total of 120 ECTS credits. An overview of mandatory courses and elective courses, including teaching hours and corresponding credits, can be found in the appendix, which is part of these examination regulations.
(3) Students are strongly encouraged to have a mentor meeting with a full-time university teacher or "Privatdozent" in the Department of Biology prior to starting their master's programme. During this meeting, students will get advice on how to design their studies. The chosen class schedule must comply with the regulations set out in the appendix.
(4) The final of the four semesters is reserved for the master’s thesis.

§ 4 Structure of examinations, deadlines
(1) The master's examination is comprised of course-related performance assessments described in the appendix, a master's thesis and the final oral examination. Performance assessments that were part of a completed bachelor's examination cannot be recognised for the master's examination.
(2) If a student has irrevocably failed an examination, the chair of the Examination Board, supported by the Central Examination Office, will issue a written confirmation containing information on the options available for legal recourse.
(3) A candidate's admission to this study programme will be revoked (§ 32 para. 1 Landeshochschulgesetz LHG (state law on higher education)) if he/she finally fails an examination or loses his/her right to take examinations as per para. 2.
(4) On request, and on presentation of the certificate of exmatriculation, students will receive a transcript providing details of completed performance assessments and corresponding grades, and information on performance assessments missing for
the relevant part of the examination. It will also state that the student finally has failed that examination and/or the right to take examinations has expired.

§ 5 Examination Board (StPA)

(1) The Examination Board Biological Sciences (Ständiger Prüfungsausschuss, StPA) is responsible for organising and conducting the examinations. Members of the StPA Biology must include

1. 2 university teachers as per § 44 para. 1 no. 1 LHG,
2. 1 Privatdozent (lecturer) or member of academic staff as per § 44 para. 1 no. 2 and para. 2 no. 2 LHG,
3. 1 student (advisory vote),
4. as well as 1 university teacher or Privatdozent each from the Departments of Chemistry and Physics with advisory votes as per § 44 para. 1 nos 1, 2 and para. 2 no. 2 LHG. The Study Commission Biological Sciences appoints the members of the StPA for a period of two years. The student representative is appointed for one year.

(2) The Examination Board (StPA) elects a chairperson and a vice chairperson from among its members. Both must be university teachers (§ 44 para. 1 no. 1 LHG) and, as such, civil servants for life.

(3) The University of Konstanz’s Central Examination Office supports the StPA in organising the examinations. StPA decisions concerning examination procedures are made in accordance with these examination regulations. The StPA ensures that the examination provisions are observed and submits proposals for necessary amendments to the examination regulations. Subject to revocation, it may delegate certain tasks to the chairperson. The StPA regularly reports back to the department, providing information about the development of examination and study periods, about the amount of time it took master’s students to complete their theses as well as the distribution of overall and subject-specific grades. This report has to be disclosed in a suitable manner.

(4) The members of the Examination Board have the right to sit in on examinations. They are bound to secrecy. Members who are not civil servants must be sworn to secrecy by the chairperson.

(5) Decisions concerning examinations in courses from other departments will be taken jointly by the StPA and the Examination Board of the other subject. If the Examination Boards are unable to reach an agreement, the university’s Central Examination Board shall decide. To this end, two competent staff members teaching in the relevant departments, at least one of them a university teacher as per § 44 para. 1 no. 1 LHG shall join the Board. These members are appointed according to the regulations of the Central Examination Board.
§ 6 Examiners and observers

(1) The StPA appoints the examiners for the individual examination components and for the master's thesis. It can task the chairperson to make these appointments.

(2) Generally, university teachers and Privatdozenten (lecturers) are appointed as examiners of performance assessments that are not related to a course. Academic staff may also be appointed as examiners if they have long-standing successful teaching experience, and, upon recommendation of the Faculty Board, have been authorised to conduct examinations by the Rectorate as per § 52 para. 1 sentence 5 LHG.

Only university teachers, Privatdozenten and academic staff members who have been authorised to conduct examinations as per § 52 para. 1 sentence 5 LHG may assign topics for master's theses, supervise and assess them.

(3) Academic staff and contract lecturers may, as an exception, be appointed as examiners if there are not enough university teachers available.

(4) Course-related performance assessments are conducted by the course instructors.

(5) Observers called upon to sit in on examinations must have a master's degree or a Diplom in biology or hold an equivalent degree.

§ 7 Recognition of previous studies, coursework and performance assessments

(1) Coursework and performance assessments completed as part of a study programme offered by another state or state-approved institution of higher education in the Federal Republic of Germany or abroad or a German Berufsakademie are recognised, provided the competencies thus acquired do not differ significantly from the achievements they replace. ECTS credits are awarded in accordance with these examination regulations. There is no significant difference if learning objectives and examinations largely correspond to the requirements of the study programme at the University of Konstanz. Decisions should be based on an overall appraisal and evaluation, rather than a point-by-point comparison.

(2) When recognising coursework and performance assessments completed outside of Germany, the following have to be considered:
- Recommendations of the Kultusministerkonferenz, Zentralstelle für ausländisches Bildungswesen (Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany, Central Office for Foreign Education)
- Agreements on Equivalence of the Federal Republic of Germany
- Agreements with partner universities.

(3) Candidates seeking to have coursework and performance assessments recognised that were completed prior to starting the Master's Programme in Biological Sciences at the University of Konstanz must submit a suitable application. This application must be filed no later than six months after the start of the study programme. Late applications cannot be considered. If the prerequisites set out in par-
agraphs 1 and 2 are met, students are legally entitled to recognition of credits. Students must submit the required documents when applying for recognition of credit. The Examination Board (StPA) or an appointed representative decides on recognition of credit.

(4) If recognition is granted, and insofar as the grading systems are comparable, the relevant grades shall be transferred and counted towards the overall grade. If the grading systems are incompatible, the achievements shall be recorded as having been “passed”. Recognition of credit will be marked accordingly on the examination certificate.

§ 7a Recognition of non-higher education achievements

(1) Non-higher education achievements can be recognised as coursework and performance assessments if the following applies:
- the knowledge and skills thus acquired are equivalent to the coursework and performance assessments they stand to replace,
- the institution at which the knowledge or skills were acquired has implemented a quality assurance system, and
- the prerequisites for acceptance to an institution of higher education are met at the time credit is granted for such achievements.

(2) An overall view must be taken and an overall assessment made when determining whether knowledge and skills are equivalent. They are considered equivalent if there is no significant difference between the knowledge and skills acquired. There is no significant difference if the knowledge and skills obtained outside of any institution of higher education largely correspond to the learning objectives and requirements of the corresponding achievement in the study programme at the University of Konstanz.

(3) If equivalence cannot be determined, a placement test may be administered.

(4) A maximum of 18 ECTS credits can be granted for achievements obtained outside the university.

(5) Decisions on recognition and placement tests are made by the Examination Board (StPA) or by an authorised representative.

(6) The regulations regarding recognition do not come into effect until after the criteria for recognition have been verified in the context of a suitable accreditation procedure.
§ 8 Non-attendance, withdrawal, protection periods, fraud, breach of regulations, parental leave, disabled students

(1) A performance assessment shall be graded “fail” (5.0) if the candidate fails to attend or withdraws from an examination after it has already started without giving compelling reasons. The same applies if the candidate fails to complete a written performance assessment within the set time limit.

(2) Candidates must provide the Examination Board (StPA) with credible reasons for missing or withdrawing from an examination without delay. In case of illness, a medical certificate detailing the reasons for the candidate’s inability to take the examination must be submitted. If a candidate’s reasons are accepted, he/she has to take the examination at the next examination date available. In this case, examination results acquired up to that point shall be credited.

(3) On request, the Mutterschutzfrist (maternity protection period), as defined by the applicable federal law in Germany on the protection of working mothers (MSchG) shall be taken into consideration. The required documentation must be submitted with the application. The Mutterschutzfrist interrupts all other periods defined in these examination regulations; this means that time spent on Mutterschutz (maternity protection) is not counted as elapsed time within these periods.

(4) If a candidate is able to verify by means of a medical certificate that he/she is unable to undergo a performance assessment in part or in full in the designated form or time period due to a longer or permanent medical condition, the chair of the Examination Board will allow him/her additional time or grant him/her permission to complete an equivalent type of performance assessment in a different form or time period. The same applies for coursework assignments.

(5) Similarly, Elternzeit (parental leave) as defined in the Bundeselterngeld- und Elternzeitgesetz (BEEG) (law on parental leave allowance and parental leave) shall be taken into consideration on application. The student must give the StPA written notification of the period or periods of time he/she wishes to take Elternzeit for. Notification must be given four weeks prior to the first day of the planned Elternzeit at the latest and include all necessary supporting documents. The StPA will assess whether the legal requirements that would entitle an employee to Elternzeit in accordance with the BEEG are met and shall inform the candidate of its evaluation, and, if applicable, of the new examination deadlines without delay. The time period allowed for completing the master’s thesis cannot be interrupted by Elternzeit. In that case, the topic is considered not to have been assigned. A new topic is assigned after the candidate’s return from Elternzeit.

(6) Students with family commitments that go beyond those set out in paragraph 5 can also apply for a deadline extension in accordance with these examination regulations. The necessary supporting documents must be submitted together with the application.

(7) If the candidate attempts to influence the result of a performance assessment through fraud or the use of aids that are not permitted, the examination shall be graded “fail” (5.0). The relevant examiner or supervisor can exclude a candidate who has disturbed the proper proceedings of an examination from continuing the examination. In this case the relevant performance assessment shall be deemed
failed. The candidate must be notified of an incriminating decision by the StPA in
writing and without delay, including information on available options for legal re-
course. Before the StPA takes a decision, the candidate shall be given the opportu-
tunity to comment the case.

§ 9 Course and examination languages

(1) Courses may be held in both English and German.

(2) Coursework and performance assessments can be completed in both English and
German.

§ 10 Grades

(1) Grades for the individual performance assessments are determined by the exam-
iners. The following grades are used:

1 = very good = excellent performance;
2 = good = performance well above average;
3 = satisfactory = average performance;
4 = sufficient = performance that meets the requirements despite its shortcomings;
5 = fail = performance that does not meet the requirements due to severe shortcomings.

For a more detailed evaluation of the candidate's performance, grades can be
raised or lowered by a value of 0.3. Values of 0.7; 4.3; 4.7 or 5.3, however, are not
permitted.

(2) If a performance assessment is evaluated by more than one examiner, the grade
shall be the arithmetic mean of the grades given by each of the examiners as per
paragraph 1. Grades for individual performance assessments are calculated to only
one decimal place. Additional decimal places are discarded without rounding. This
also applies to module grades and to the overall grade.

(3) The grades are as follows:

– an average of up to 1.5 = very good
– an average above 1.5 and up to 2.5 = good
– an average above 2.5 and up to 3.5 = satisfactory
– an average above 3.5 and up to 4.0 = sufficient
– an average above 4.0 = fail

(4) In order to pass an examination, the candidate must achieve a minimum result of
"sufficient" (4.0).

§ 11 Examination certificate and degree certificate

(1) Once students have passed the master's examination and all achievements rele-
vant for passing the examination have been recorded, they will receive a certificate
with the overall grade of their study programme. The certificate also includes the
grade and topic of the master's thesis.
(2) The certificate will be awarded “with distinction” if students achieve an overall grade of 1.2 or better.

(3) With the examination certificate, students also receive a degree certificate confirming that they have earned an academic master’s degree and indicating the subject studied.

(4) The examination and degree certificate are signed by the chairperson of the Examination Board (StPA) and stamped with the seal of the University of Konstanz. The date to be entered is the date on which, according to the request for issuing a certificate, the last coursework or performance assessment was completed.

(5) A diploma supplement in line with the European Diploma Supplement Model and a transcript of records are issued as further components of the certificate. The transcript of records contains the completed modules and their components, the module grades, the ECTS credits acquired in the modules and the overall number of ECTS credits as well as the grades for the completed coursework and performance assessments; ungraded modules and achievements will be included with a remark about successful participation. Coursework and performance assessments that are not included in the master’s examination will be included in the transcript of records as “Sonstige Leistungen” / “Additional voluntary course work”.

(6) In addition to that, a transcript of records as per para. 5 is issued without the grades for the individual coursework and performance assessments.

(7) On request of the students, the duration of studies until completion of the study programme can be included in the transcript of records.

(8) All documents mentioned in paragraphs 1, 3, 5 and 6 are issued in German and – as far as possible – in English.

§ 12 Practical work experience

(1) Practical work experience (internship) shall be at least two months in length. All private or public institutions in Germany or abroad are suitable for the internship if the student can experience practical work in the field of biological sciences there. Practical work experience may be divided into no more than two stages.

(2) In addition to the internship students must also attend lectures offered as part of an advanced module (worth 5 credits). These lectures, which shall count as coursework, may be taken either before or after the internship.

(3) For the internship as part of the study programme, ECTS credits as stated in the appendix will be awarded.

(4) A university teacher or Privatdozent shall supervise the student during the internship. Academic staff may also be appointed as supervisors if they have long-standing successful teaching experience, and, upon recommendation of the Faculty Board, have been authorised to conduct examinations by the Rectorate as per § 52 para. 1 sentence 5 LHG.

(5) Students must provide evidence of successfully completing their internship by submitting a qualified final report to their supervisor (see para. 2). As a rule, this shall be done no later than four weeks after the internship has ended.
(6) Instead of completing an internship, students may request to complete a semester abroad at a university outside of Germany. As a rule, requests for recognition should be submitted before the start of the semester abroad. The request must include information on the courses that the student has elected to take in lieu of the internship (these must be worth 10 credits). The university recognises all subject-specific master’s level courses that are not considered redundant to courses of the master’s programme at the University of Konstanz. The request must be submitted to the supervisor appointed as per paragraph 3, who must evaluate the courses the student intends to take as to their relevance, scope and redundancy. To have the coursework they completed during their semester abroad recognised as being equivalent to an internship, students must obtain a positive review from their supervisor. Students must prove that they have taken the relevant courses during their semester abroad by submitting suitable documentation.

(7) The internship may also be completed at the University of Konstanz. Students may do so by taking an advanced module which consists of a lecture component and a practical component. In this case, candidates are not required to attend the lecture as per paragraph 2.

II. Course-related performance assessments

§ 13 Registration for and admission to course-related performance assessments

(1) Candidates must submit their written application for admission to take examinations in the master’s programme no later than two months before the date of the first performance assessment. The application should be directed to the Examination Board (StPA), for the attention of the director of the departmental administration.

(2) Only students can be admitted who are enrolled in the Master’s Programme in Biological Sciences at the University of Konstanz.

(3) Together with their application for admission, students must also submit a certificate of enrolment and a declaration as to whether they have previously failed a master’s examination in biological sciences or a related subject or if they are currently in the process of taking another master’s examination.

(4) Admission can only be denied if a student fails to document meeting the admission requirements, does not fulfil an attendance requirement as per § 15a or has lost his/her right to take examinations in the Master’s Programme in Biological Sciences or a related subject at another university.

(5) Students wanting to complete performance assessments associated with their preference module must register first. They must register no later than one week before the first performance assessment takes place.

§ 14 Conducting and repeating course-related performance assessments

(1) Course-related performance assessments are usually written examinations that are associated with individual courses. Written examinations last one to three hours. For electives, the type of performance assessment shall be determined by
the course instructor and announced at the beginning of the course. The required performance assessments shall be held after the end of the course, but before teaching resumes in the new semester. The first examination is usually held in the first week of the semester break, the second examination in the last two weeks before the start of the next semester. Examination dates are announced at the beginning of every semester.

(2) Candidates may retake each course-related performance assessment they have failed once. If a candidate is unable to retake the examination on the dates mentioned in paragraph 1, he/she will have to take the examination in the context of the same course in the next academic year. Examinations that were passed upon first attempt cannot be retaken. The right to take these course-related performance assessments expires two semesters after the time period allowed to complete them, unless the reasons for not completing them in time were beyond the candidate's control.

(3) If the student's performance in an examination retake as per paragraph 2 is yet again graded fail, the Examination Board (StPA) may permit the student to repeat the examination a second time, usually in the form of an oral examination, if this is deemed justifiable in view of the student's overall performance. As a rule, a student must be given the option of a second retake if in the first retake he/she received not more than one grade “fail” for the course-related performance assessments required to pass the master's examination. The Examination Board shall determine the time limit for scheduling the second retake.

§ 15 Coursework for electives in the biological and natural sciences

(1) Coursework for electives in the biological and natural sciences must be attested in such a way as to reflect the scope of the course and the ECTS credits it carries.

(2) ECTS credits can only be awarded if the student successfully completes the exam related to the contents of the corresponding course. The course instructor is responsible for organising and assessing the exam. If a student fails the exam as per § 10 para. 1, he/she may retake the exam once on one of the dates specified below. Students may opt to attend other electives and complete the required exams and ECTS credits in these courses. The exam will be held after the end of the course, but before teaching resumes in the new semester. The first date is usually in the first week of the semester break, the second date in the last two weeks before lectures start in the next semester. Exam dates are announced at the beginning of every semester.

(3) Usually exams are written examinations. In extraordinary circumstances, the exam may be an oral exam, a term paper or presentation. The type of exam and the registration process will be determined by the course instructor and announced at the beginning of the course, or is described in the module guide.

(4) Coursework is evaluated by the course instructor (pass/fail) and may also be graded as per § 10. However, this grade does not count towards the candidate's overall grade as per § 22.
§ 15a Regular attendance as a special form of coursework

(1) In seminars and other dialogue-oriented courses as well as in practical courses such as lab courses, the instructors may request regular attendance in the course or participation in a lab introduction as a pre-requisite for completing coursework and performance assessments and/or for acquiring credits. In this case it must be announced, in writing or electronically and at the beginning of the course, that regular attendance or participating in the lab introduction is an admission requirement for course-related performance assessments and/or a pre-requisite for acquiring credits.

(2) Regular attendance means that not more than one fifth of course time or course dates was missed. Otherwise admission to coursework and performance assessments in that course will be denied, irrespective of whether or not the student is responsible for the absences. In this case, no ECTS credits can be acquired. In justified cases¹ it is possible to deviate from these regulations in favour of the students; corresponding requests have to be submitted to the Examination Board (StPA) via its secretary.

¹ Cases, for which exceptions may be granted are, in particular: 1. Students with a medically certified chronic or longer-term illness who may request academic adjustments in line with these examination regulations and who cannot participate in all dates of the course for health reasons; 2. Student-parents whose child is ill as well as students with relatives in need of care if they submit corresponding documentation that the care is necessary; 3. Students who are members of a university body or the Students’ Union in the current semester and consequently miss individual course dates if they submit documentation of their participation in the meeting of the committee; 4. Students who are members of a university body or the Students’ Union in the current semester and consequently miss individual course dates if they submit documentation of their participation in the committee meeting; 5. Study abroad stays during the ongoing semester with corresponding documentation; 6. Startup founders with corresponding documentation.
§ 16 Coursework for courses from other departments

(1) Registration, implementation, form, scope and assessment of coursework completed for courses from other departments shall comply with the examination regulations of the individual study programme that the relevant course is part of. In addition to this, § 5 para. 5 applies.

(2) Any coursework completed for a course from another department must be suitably documented, including the scope and the credit points of that course.

(3) Electives offered within the Faculty of Sciences are generally not deemed to be courses from other departments but are considered as courses in the biological and natural sciences. Given a suitable request is made and upon evaluation of the course contents, the dean of studies may grant an exception.

III. Master's examination

§ 17 Admission process

(1) In order to be admitted to the master's examination, the candidate must have been enrolled in the Master's Programme in Biological Sciences at the University of Konstanz for the semester leading up to the examination date.

(2) The application for admission to the master's examination must be submitted at least two months prior to the final oral examination to the chairperson of the Examination Board, for the attention of the director of the departmental administration in the Department of Biology.

(3) The following documentation must be included:

   a) Confirmation of the candidate's enrolment in the Master's Programme in Biological Sciences at the University of Konstanz

   b) A declaration about whether the candidate passed or failed a master's examination in biological sciences at a German university before.

(4) Admission can only be denied if the requirements set out in paragraph 3 are not met or if the candidate has lost his/her right to take examinations in the Master's Programme in Biological Sciences or a related subject at an institution of higher education.

(5) In order to be admitted to the master's thesis, candidates must have successfully completed all course-related performance assessments set out in the appendix, in connection with § 14 and § 18 paras 1 a) and b). They must also provide evidence of having successfully completed their internship as per § 12 para. 5, or, if applicable, include documentation about having completed coursework that is considered equivalent as per § 12 para. 7.

(6) Admission is granted with the provision that students be enrolled in the master's programme at the time of the final performance assessment, including retakes. If prompted, the candidate must produce a valid certificate of enrolment.
§ 18 Type and scope of the master's examination

(1) The master's examination consists of:

a) The performance assessments to be completed in the preference module as set out in the appendix

b) The final oral examination on two elective areas taught as part of the candidate's elective advanced modules or the lecture component of an advanced module as per § 12 para. 2

c) The master's thesis

In addition, the master's examination encompasses coursework completed for electives that carry a minimum of 19 credits (including courses from other departments).

For the final oral examination, the candidate may choose from the following research areas:
biochemistry, biochemical pharmacology, biodiversity, biophysics, bioinformatics, botanics, genetics, evolution, immunology, limnology, microbiology, microbial ecology, neurobiology, ornithology, ecology, plant physiology, animal physiology, toxicology/eco-toxicology, behaviour, cellular biology, zoology.

If the examiners of the elective areas are not the instructors of the chosen advanced modules, the StPA is responsible for assigning the advanced modules to the research areas the candidates may choose from. The StPA may delegate this task to the chairperson.

(2) The candidate is entitled to take examinations in further elective areas (additional areas). Examination results achieved in these areas shall be included in the examination certificate. They do not, however, count towards the final grade.

§ 19 Coursework and performance assessments, records of academic achievement and examination dates

(1) In the final oral examination, lasting 60 to 90 minutes, the candidate is tested on two areas of his/her choosing in accordance with § 18 para. 1 (30 to 45 minutes per elective area).

(2) In order to be admitted to the final oral examination, candidates must prepare and submit reports providing details about the mandatory experiments and class presentations that they completed in the corresponding advanced modules.

(3) A minimum of two of the mandatory advanced modules the student chooses must be offered by the Department of Biology. One further course may be chosen from those offered by the Faculty of Sciences. The study plan Biological Sciences includes information on available advanced modules.

(4) Candidates must submit documentation of having completed 19 ECTS credits worth of coursework assignments in their elective courses by the time they request their examination certificate at the latest. The Central Examination Office is responsible for reviewing the documentation submitted by the candidate.
(5) In case the final oral examination is graded "fail", the candidate may repeat it once. The examination must be repeated within 6 months. If the candidate fails to register in time, he/she loses his/her right to take the examination, unless the deadline was missed due to circumstances beyond the candidate's control.

§ 20 Master's thesis

(1) The master's thesis demonstrates the candidate’s ability to solve a problem in the biological sciences within a certain period of time by working independently and by applying scientific principles. Typically, the master's thesis is based on experimental work.

(2) Candidates must take the module “master preparation course” before starting their master's thesis and no later than four weeks after completing the final oral examination. In this module, candidates become acquainted with the foundations of the intended topic area of their master's thesis. In particular, they will acquire special methodological knowledge and learn how to use the relevant expert literature. The module should be completed in the working group in which the master’s thesis will be completed. The module runs three months.

(3) Work on the master's thesis usually commences immediately after the “master preparation course” has been completed and the final oral examination and written examinations as per § 18 para. 1 have been passed. Exceptions are granted by the Examination Board (StPA). The candidate must apply to the Examination Board to issue a topic for the master thesis, taking into consideration the suggestion of the supervisor and reviewer. This application must be made not before the start and no later than two weeks before the end of the module “master preparation course”. The chairperson of the Examination Board ensures that the candidate has been assigned a topic by the time he/she completes the “master preparation course”. If the candidate fails to apply on time, the chairperson of the Examination Board shall assign a topic within two weeks after the deadline has expired. The date of assignment of a topic is recorded by the Examination Board.

(4) The assignment of a topic and subsequent supervision of a master’s thesis must be conducted by a full-time university teacher or Privatdozent (lecturer), or by a member of academic staff authorised to conduct examinations as per § 52 para. 1 sentence 5 LHG. The supervisor should be a member of the Department of Biology. The candidate must seek the Examination Board’s approval if he/she wishes the master’s thesis to be supervised by a teacher from another department or if he/she wants to complete the master’s thesis at a non-university institution. The master’s thesis can be completed in either German or English. If the thesis is submitted in German, it must include an English summary and vice versa.

(5) The Examination Board appoints two reviewers from among the persons listed in paragraph 3. The candidate’s supervisor shall also act as reviewer. A topic cannot be assigned unless both reviewers declare their willingness to review the thesis. The reviewers shall submit their review (including a grade) to the Examination Office within four weeks of submission.
(6) The time period allotted for the master's thesis is six months. Topic, scope and research question must be determined in such a way that the candidate can complete the thesis within the allotted time. While working on their master's thesis, candidates are obliged to attend the weekly seminars of the working group they carry out their experiments in.

If the candidate can supply compelling reasons, the Examination Board may grant an extension of up to one month. If the candidate still is not able to complete the thesis, his/her topic will be considered unassigned and he/she will be given a new topic. Candidates may return a topic only once and only within two months after the original topic was assigned.

(7) Three hard copies (bound or stapled) of the finished master's thesis must be submitted to the University of Konstanz's Examination Office within the set time limit. One of these copies shall remain with the Examination Office until the examination procedure has been concluded.

(8) Upon submission, candidates must provide written confirmation of being the sole author of the thesis and of not having used any sources or aids other than the ones stated. Candidates must retain any materials that can prove their sole authorship until the examination procedure has been concluded.

(9) In order to pass, a master's thesis must achieve a minimum grade of "sufficient". A "fail" means that the thesis has not passed.

(10) In case the thesis is awarded a "sufficient" and a "fail" by the two reviewers, the StPA will appoint a third reviewer. If the third reviewer awards a grade of "sufficient" or better, the thesis passes. In this case, the grade shall be 4.0, or shall be calculated from all three individual grades if that value is lower. If the third reviewer grades the master's thesis "fail", the candidate has failed his/her master's thesis.

(11) In case of a "fail", candidates are given the opportunity for a second attempt. A new topic shall be assigned within three months after notification of the first result was given. A third attempt is not permitted. The second topic can only be given back within the time limit mentioned in para. 5 if the candidate did not use this option during his/her first attempt.

§ 21 Type and scope of the master's thesis for members of graduate schools

(1) Individuals without a master's degree who were admitted to a graduate school can apply to have the report (as per article 6 para. 4 of the Doctoral Regulations of the University of Konstanz, department-specific regulations of the Department of Biology) recognised as their master's thesis. This report must have been graded "sufficient" (4.0) or better.

(2) The thesis committee, which is appointed by the Doctoral Committee as per article 5 para. 2 of the Doctoral Regulations of the University of Konstanz (department-specific regulations of the Department of Biology), must grade this report as per § 10.

(3) The overall grade for the report is calculated from the arithmetic mean of the individual reviewers' grades as per § 10.
§ 22 Overall grade

(1) The master's examination is considered passed if:
- a minimum grade of "sufficient" in all performance assessments named in § 18 para. 1 was achieved
- the academic achievements as per § 19 paras 3 and 5 have been completed
- the master's thesis was passed.

(2) The overall grade is calculated as per § 10 para. 2 as follows:
   a) 40 % the unrounded grade as per § 10 para. 2 for the final oral examination in the advanced courses. This grade is calculated from the arithmetic mean of the two individual grades.
   b) 40 % the unrounded grade for the master's thesis.
   c) 20 % the unrounded grades achieved in written examinations in the compulsory courses taken as part of the preference module as per the appendix.

(3) In case the master's examination is failed irrevocably, the regulations set out in § 4 paras 2 and 3 apply.

IV. Final provisions

§ 23 Invalidation of the master's examination

(1) If a candidate has cheated on an examination and this fact is discovered after the certificate has been issued, the StPA may subsequently correct the corresponding grades and may declare all or part of the examination failed.

(2) If the prerequisites for admission to an examination were not met, and this fact is discovered after the certificate was issued, the deficit shall deemed to have been rectified by the passing of the examination, provided the candidate had no intent to deceive. If the candidate intentionally practised deceit to obtain admission to the examination, the StPA will decide.

(3) Before a decision goes into effect, the candidate shall be given the opportunity to make a statement.

(4) The incorrect examination certificate shall be revoked and, if appropriate, a new certificate issued. If the master's examination is declared "fail" due to deceitful practices, the examination certificate as well as the degree certificate shall be revoked. After a period of five years, counted from the date on the examination certificate, has elapsed, a decision as per paragraphs 1 and 2, sentence 2 can no longer be made.

(5) Revocation of the academic degree shall be handled in accordance with statutory provisions.
§ 24 Inspection of records

On request and within one year of the conclusion of the examination procedure, candidates are permitted to inspect their written examination records, the examiners’ evaluations as well as the examinations minutes. Records relating to written examinations completed for courses can be inspected at least twice every semester on certain dates. The exact dates are determined by the Examination Board and must be publicly announced.

§ 25 Legal recourse

Candidates may object to decisions in the examination procedure that constitute an administrative act (§§ 68 ff VwGO). The Vice-rector for Academic Affairs shall issue a ruling on the matter following a recommendation of the Central Examination Board, which shall hear the StPA on that matter.

§ 26 Effective date and transitional provisions

(1) These examination regulations came into effect the day after their publication in the "Amtliche Bekanntmachungen" (official announcements) of the University of Konstanz. At the same time, the previous examination regulations as of 12 August 2005, including the amendment as of 27 July 2007 ("Amtliche Bekanntmachungen" No. 30/2005), expired. These examination regulations apply to all new students who started their studies in the winter semester 2007/2008 and afterwards.

(2) Students already studying at the time these examination regulations came into effect may apply to take their master’s examination in accordance with the previous examination regulations as of 12 August 2005, amended on 27 July 2007.

(3) The amendments as of 22 September 2008 came into effect they day after their publication in the "Amtliche Bekanntmachungen" of the University of Konstanz.

(4) The amendments as of 30 July 2009 came into effect the day after their publication in the "Amtliche Bekanntmachungen" of the University of Konstanz. The amendments do not apply to students already enrolled in the Master’s Programme in Biological Sciences at the University of Konstanz at the time the amendments came into effect.

(5) The amendments as of 04 April 2011 came into effect the day after their publication in the "Amtliche Bekanntmachungen" of the University of Konstanz.

(6) The amendments as of 8 February 2012 came into effect the day after their publication in the "Amtliche Bekanntmachungen" of the University of Konstanz.

(7) The amendments as of 12 March 2013 came into effect the day after their publication in the "Amtliche Bekanntmachungen" of the University of Konstanz.

(8) The amendments as of 25 September 2015 came into effect on 1 October 2015. Students who began their study programme before the winter semester of 2015/16 continue their studies in accordance with the regulations that have applied so far.

Appendix
Note:

These examination regulations were published in the "Amtliche Bekanntmachungen" (official announcement) of the University of Konstanz No. 21/2008 of 15 April 2008.

The first amendment to these regulations was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 44/2008 of 22 September 2008.

The second amendment to these regulations was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 43/2009 of 30 July 2009.

The third amendment to these regulations was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 25/2011 of 4 April 2011.

The fourth amendment to these regulations of 8 February 2012 was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 4/2012.

The fifth amendment to these regulations of 12 March 2013 was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 13/2013.

The sixth amendment to these examination regulations of 25 September 2015 was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 65/2015.

The seventh amendment to these examination regulations of 28 November 2019 was published in the "Amtliche Bekanntmachungen" of the University of Konstanz No. 51/2019.
Courses, overview of teaching hours and credits for the master's programme

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course</th>
<th>SWS (weekly teaching hours)</th>
<th>ECTS credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 – 3</td>
<td>internship (+ advanced module lectures)</td>
<td>10+ 5 + 3 3)</td>
<td></td>
</tr>
<tr>
<td>1 – 3</td>
<td>2 advanced modules 1), 2</td>
<td>30</td>
<td>30+3 or, if applicable, 6 3)</td>
</tr>
<tr>
<td>1 – 3</td>
<td>preference module5)</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>1 – 3</td>
<td>elective courses 4)</td>
<td></td>
<td>19</td>
</tr>
<tr>
<td>3</td>
<td>master preparation course</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>4</td>
<td>master’s thesis</td>
<td></td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>49</strong></td>
<td><strong>120</strong></td>
</tr>
</tbody>
</table>

1) Advanced modules are full-time and typically last for six weeks. The course contents are distributed across lectures and colloquia (eight hours per week), seminars (two hours) and a 24-hour practical component.

The advanced courses available in the Department of Biology can be found on the departmental web pages at [www.biologie.uni-konstanz.de/en/](http://www.biologie.uni-konstanz.de/en/).

2) At least two of the candidate’s advanced courses must be offered by the Department of Biology. One further course may be chosen from those offered by the Faculty of Sciences.

3) Advanced courses carry 15 credits each. The two advanced modules that conclude with a final oral examination according to § 18 para. 1a carry three additional credits each.

4) Candidates may choose from courses offered by the Faculty of Sciences or from other faculties. Coursework assignments must be completed in all courses (cf. § 15). A minimum of 10 up to 14 ECTS credits must be associated with courses in mathematics or the natural sciences.

5) Over the course of the preference module, candidates must complete the relevant performance assessments (written examinations) as per §14.

Courses available within the preference module

<table>
<thead>
<tr>
<th>Course</th>
<th>SWS (weekly teaching hours)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preference module 6)</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>a) Disease Biology I</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>b) Disease Biology II</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>c) Pharmacology and Toxicology II</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>d) Biochemistry III</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>e) Methods in Biology</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>f) Evolutionary Organismal Biology</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>g) Concepts in Ecology</td>
<td>2</td>
<td>4</td>
</tr>
</tbody>
</table>

6) Candidates must complete eight credits worth of performance assessments for the preference module, independent of which courses they choose. Courses must be assigned to the preference module no later than one week prior to the date of the performance assessment (written examination). If the candidate attended additional courses in the preference module, completed the relevant coursework assignments and earned the appropriate number of credits, these courses can be recognised as electives within the biological and natural sciences courses.