Examination regulations for the Master's programme in Neuroscience (M.Sc.) of Faculties V and VI of the Carl von Ossietzky University of Oldenburg

This is an unofficial English translation, based on the German “Prüfungsordnung für den gemeinsamen Masterstudiengang „Neuroscience“(M.Sc.) der Fakultäten V und VI der Carl von Ossietzky Universität Oldenburg”, dated 22.9.2016.
The German document is the legally binding one.

The Faculty Councils of Faculties V and VI of the Carl von Ossietzky University of Oldenburg decided on the following changes to the examination regulations for the joint Master's degree programme in Neuroscience of the two Faculties on 25.5.2016, in accordance with Section 44.1.2 and Section 72.13 of the Lower Saxony Higher Education Act (NHG). These regulations were approved by the Presidential Chair on 4 July 2016 in accordance with Section 37.1.3.5b of the NHG.

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Section 1
Scope of application

These examination regulations apply to the Master's degree programme in Neuroscience of Faculty V for Mathematics and Natural Sciences and Faculty VI for Medicine and Health Sciences at the Carl von Ossietzky University of Oldenburg.

Section 2
Study objectives

(1) The Master's programme in Neuroscience is research-oriented and imparts a comprehensive and in-depth knowledge of neuroscience. The objective of the Master's programme is to prepare students for a professional career and to lay the basis for a doctorate. Students learn to analyse subject-related problems in an interdisciplinary manner, to work responsibly and scientifically, and to present their findings coherently. To promote student's ability to solve complex scientific problems, emphasis is placed on the development of creativity, original thinking and interdisciplinary cooperation. In addition, graduates must be capable of communicating their knowledge, conclusions and rationally justified hypotheses effectively to both experts and a general audience.

(2) The object of the Master's programme in Neuroscience is to offer an in-depth, research-oriented and internationally oriented education in neuroscience which prepares graduates for diverse, highly qualified activities in research, development, and administration. In line with the main research areas at the University of Oldenburg, students obtain a fundamental knowledge of nervous systems and a specialized knowledge and methodical skills relating to sensory systems. As a rule, the complexity of nervous systems requires an interdisciplinary approach based on a mastery of scientific and mathematical principles. In view of the international nature of the scientific community, a very good command of English is essential. Structured, hypothesis-driven thinking, good communication skills and social competences form the basis of successful professional practice.

Section 3
University degree

When all the modules have been completed, the Faculties of Mathematics and Natural Sciences and Medicine and Health Sciences of the Carl von Ossietzky University of Oldenburg will grant the university degree of Master of Science (M.Sc.). The joint degree certificates will be issued by the two faculties in German and in English (Appendix 1a and b), bearing the date of the transcript.

Section 4
Purpose of the examinations

The purpose of the module examinations and the Master's thesis are to establish whether the student has gained sufficient specialized knowledge to enter into professional practice, has a good grasp of subject-related contexts, and possesses the ability to successfully apply scientific knowledge in practice and work in a scientific manner. The programme is concluded with the Master of Science degree examinations, which qualify graduates for professional activity in neuroscience. The examination requirements ensure a high standard of education in view of the standard period of study as well as the current state of scientific knowledge and the requirements of professional practice.

Section 5
Duration, scope and structure of the academic programme, part-time study

(1) As a rule, a Master's programme must be completed in four semesters, i.e. two academic years (standard period of study). The course comprises a total of 120 ECTS.

(2) Students can apply for part-time study in accordance with the currently applicable regulations for part-time study at the Carl von Ossietzky University of Oldenburg.

(3) The curriculum will be arranged in such a way that it is possible for students to

a. successfully complete the examinations which are part of the course

b. complete part of their studies at another university or institution for higher education in Germany or another country

c. write and defend their Master's thesis in the final colloquium by the end of the standard period of study.

(4) The Master's programme in Neuroscience comprises:

- compulsory elective modules from the curriculum of the degree programme in Neuroscience with a student workload of 60 ECTS. These are structured in accordance with Section 10 as follows:
  - 30 ECTS Background modules
  - 15 ECTS Research modules
  - 6 ECTS Skills modules
  - 9 ECTS Modules of any type from the Master's programme in Neuroscience
- Elective modules with a student workload of 30 ECTS. These can be selected freely from all three module types in the curriculum of

the degree programme in Neuroscience. Alternatively, on request, modules can be credited which meaningfully complement the Neuroscience programme which are taken at another institution for higher education in or outside Germany, or which are from a related degree programme, e.g. biology, neurocognitive psychology, auditory technology/audiology, physics, computer sciences, mathematics or philosophy, according to the relevant legal bases. Students are urgently recommended to have the accreditation requirements regarding subject matter checked by the examining board before selecting modules outside of these examination regulations – also with regard to the individual study schedule. Applications to this effect can be made informally.

- The Master's thesis module (30 ECTS).

Section 6
Examining board, examinations office

(1) There is an examining board which organizes the examinations and undertakes the tasks allocated by the examination regulations.

(2) The examining board ensures that the legal provisions of the Lower Saxony Higher Education Act (NHG) and these examination regulations are complied with. The examining board also refers students to the examination rules applicable to them in an appropriate manner. The examinations office administers the examination records.

(3) The members and deputy members of the examining board are appointed from the Faculty Councils of Faculties V and VI on a proposal by the bifaculty study commission of the two faculties. The examining board consists of five members with the right to vote, namely three professors or junior professors, and a research associate, all of whom are active in teaching in the Master's programme in Neuroscience, and a student following the Master's programme in neuroscience. With regard to the assessment and crediting of examination results, the student member only has an advisory vote. The members of the examining board elect a chair and a vice-chair from among their members. The chair must be a professor or junior professor; the vice-chair can be a professor or junior professor or a research associate.

(4) Members of the examining board have a term of office of two years, with the exception of the student member, who is appointed for one year. An appointment may be renewed.

(5) The examining board takes decisions by a majority of valid votes cast. Abstentions do not count as votes cast. In the event of a tied vote, the chair has the casting vote. The examining board may take decisions if the majority of its members, including two members who are professors or junior professors, and the chair or vice-chair is present.

(6) The examining board can adopt its own rules of procedure. Minutes are taken on the meetings of the examining board. These minutes record the main topics of discussion and the decisions taken by the examining board.

(7) The examining board can transfer powers revocably to the chair or vice-chair. The chair will be supported by the examinations office in all administrative procedures ensuing from these examination regulations.

(8) Examining board meetings will not be public. Members of the examining board and their representatives are bound to secrecy concerning their office. Insofar as they are not in public service, they are to be obliged to secrecy by the chair.

(9) The examining board can rule that decisions and other measures taken in accordance with these examination regulations are to be made known within the university in compliance with the provisions for data protection.

(10) The members of the examining board have the right to visit examinations as an observer.

Section 7
Examiners

(1) The module examinations are conducted by specialists in the subject of the degree programme, who are also authorized examiners from this or another university. Examinations may be conducted by retired professors or professors who have dispensation. Subject to the approval of the examining board, persons with experience in professional practice may also be appointed as examiners.

(2) Entitlement to conduct module examinations or for subject areas to be examined will be granted by the Faculty Council. Students can refer to the module description for the names of examiners. Current lists of examiners will be made available to the examinations office at the beginning of each semester.

(3) Examiners must have a qualification that is at least equal or equivalent to the qualification established by the examination.

(4) As rule, module examinations are assessed by one examiner. For modules taught by a number of tutors, examinations may be conducted by several examiners. Master's examinations that may result in a definitive fail are to be assessed by two examiners.

(5) In the case of oral examinations, a co-examiner

will normally be present. He or she will have an advisory function regarding grading. Co-examiners must have a qualification that is at least equal or equivalent to the qualification established by the examination.

Section 8
Crediting of examination results

(1) Periods of study that include vocational activities in the same or a related degree programme at a university or equivalent institution for higher education in Germany or another European country will be credited without a special equivalence assessment. However, examination components of modules can only be credited if they correspond fundamentally regarding both content and scope to the modules in the relevant examination regulations. Students must submit the documents necessary for crediting of examination results in German or English.

(2) Periods of study that include vocational activities and examination performances within a different degree programme will be credited at the request of the student insofar as there are no fundamental differences regarding the acquired skills. The overall situation must be taken into account in deciding whether modules are to be credited. The level, scope, quality, profile and learning results must be assessed. Any fundamental difference will be verified by the university. Students must submit the documents necessary for crediting examination results in German or English. More factual and legal information can be obtained (in German) from the information portal for the recognition of foreign educational attainments (anabin). Different rules concerning credits based on agreements with foreign universities will remain unaffected.

(3) Performances outside of the university (e.g. vocational activities, or examinations from related training courses and further education) may be credited on condition that an adequate academic basis and requirements for equivalence are met. If there is insufficient evidence, a knowledge test may be required.

(4) Performances in modules from other degree programmes specified as obligatory for admission to the study programme will not be credited.

(5) Crediting of examination results in accordance with Sections 8.1 and 8.2 is subject to a maximum of 60 ECTS. The Master's thesis will not be credited.

(6) Where examination performances are credited, the grades and credits will be adopted. In the case of different scope or grading scales, the examining board will decide on conversion. If grading systems are incomparable, an equivalence assessment will be performed by persons competent in the relevant subject area. Credited performances will be included in the transcript.

Section 9
Admission to modules and module examinations

(1) A student is entitled to study a module if he or she is enrolled in the Master's programme in Neuroscience or is obliged to take the module in question on the grounds of an ancillary clause in a letter of acceptance, insofar as grounds for exclusion do not apply under Section 10.2 or Section 21.3. Students taking a module will be admitted to all examinations relating to the module.

(2) Students of Bachelor's programmes can take Master's modules and examinations ahead of time up to a total of 30 ECTS if they submit a founded application and have gained at least 120 ECTS in the Bachelor's programme. The examining board will decide on the application. Modules in which comparable competences are taught will not be credited twice.

(3) Students can apply to take module examinations in writing or electronically. Students can withdraw within the registration period without giving reasons. Notification of the registration period must be given in good time. After expiry of the registration deadline, withdrawal is only possible if valid reasons are given and accepted. Withdrawal will not be possible if an inability to take the exam or another valid reason for withdrawal was already known or could reasonably be expected to have been known at the start of the examination.

(4) Each module is concluded with a module examination. The nature and number of the examination components are laid down in Section 10.

(5) The examinations pertain to the modules and take place during the study programme. As a rule, they must be completed at the end of the semester in which the last class or lecture of a module is attended.

(6) Modules may require the prior completion of another module.

Section 10
Structure and content of the modules

(1) Modules of the Master's programme in Neuroscience
A distinction is made between:

Background Modules (BM), which generally impart a thorough knowledge of neurosciences with a combination of lectures, seminars and practical exercises.

Research Modules (RM), which generally impart experimental, specialized knowledge and competences through active involvement in current research projects.

Skills Modules (SM), which teach competences relevant to the subject and equip students for professional activity by means of a combination of lectures and exercises.

(2) As a precondition for passing the modules listed below, students must participate regularly in course units which convey subject matter based on interaction or in which the material is taught in terms of practical implementation (seminars, exercises, internships, individual research projects). In exceptional cases, a written examination may be replaced by an oral examination or a term paper.

Modules in which similar competencies are taught may not be taken more than once. The tables below show which modules from other degree programmes may not be taken alongside modules from the Neuroscience programme (column, exclusion: similar modules).

Background Modules – Compulsory Elective, to be taken for at least 30 ECTS:

Description of module	Exclusion: similar modules	Course units	ECTS	Examination components	Ungraded examination components
neu110 Development and evolution	bio840	L, S,	9	Oral examination	
neu120 Lab exercises in development and evolution	bio840	E	6	Reports	
neu240 Computational Neuroscience – introduction		L, S, E	9	Portfolio: Short tests, programming tasks, short reports	
neu250 Computational neuroscience – Statistical learning	psy220	L, S, E	6	Portfolio: Short tests, programming tasks, short reports	
neu170 Molecular Genetics and Cell Biology	bio600	L, S, E	15	Presentation(s) (30%) Written examination (70%)	Checked test records
neu190 Biochemical concepts in signal transduction	bio690	L, S, E	15	Written examination (50%) Report(s) (50%)	Presentation(s) in seminar
neu210 Neurosensory science and behaviour – Part A	bio610	L, S,	9	Presentation(s) (20 %) Written examination (80 %)	
neu220 Neurosensory science and behaviour – Part B	bio610 psy180	L, E	6	Written examination	
neu140 Neurophysiology	bio620	L, S, E	9	Portfolio: short tests, short reports	Presentation(s) in seminar
neu150 Neuroanatomy	bio620	L, S, E	6	Portfolio (75%), Report (25%)	Presentation(s) in seminar
neu270 Neurocognition and psychophysics	bio640	L, S, E, I	15	Report(s) or oral or written examination (70%), Presentation(s) (30%)	

L = Lecture S = Seminar E = Exercise

Research modules – Compulsory Elective, to be taken for at least 15 ECTS:

Description of module	Exclusion from taking module twice	Course units)	ECTS	Examination components	Ungraded examination components
neu410 Auditory neuroscience		IRP, S, L	15	Internship report	Presentation(s) in seminar, poster
neu470 Molecular sensory neuroscience	bio680	IRP	15	Oral exam	Checked work experience report, poster
neu540 Neural basis of perception		IRP, S, L	15	Internship report	Presentation(s) in seminar, poster
neu440 Visual neuroscience		IRP, S	15	Internship report	Presentation(s) in seminar, poster
neu510 Computation in sensory systems	psy260	IRP, S	15	Internship report	Presentation(s) in seminar, poster
neu570 Development and evolution of the auditory system	bio850	IRP, S, L	15	Portfolio: presentations, internship report	Poster
neu610 External research project		IRP	15	Internship report	Poster

L = Lecture; S = Seminar; IRP = Individual Research Project

Teaching in research modules in the form of individual research projects takes place in small groups of no more than 6 participants. This is because highly specialized equipment is used that is only available in limited numbers in the research laboratories and requires individual supervision and instruction.

Skills modules – Compulsory Elective, to be taken for at least 6 ECTS:

Description of module	Exclusion from taking similar module	Course units	ECTS	Examination components	Ungraded examination components
neu710 Neuroscientific Data Analysis in Matlab	PB150	L, S, E	6	Practical exercise	
neu720 Statistical programming in R	ph050	L, E	6	Practical exercise	
neu730 Life Sciences in Social Debate	PB227	L, E	6	Term paper	
neu740 Molecular Mechanisms of Ageing	PB193	E	6	Portfolio	
neu750 Laboratory Animal Science		L, E	6	Written exam	Term paper
neu760 Scientific English		L, E	6	Portfolio	
neu770 Basics of Statistical Data Analysis		L, E	6	Written exam	

L = Lecture; S = Seminar; E = Exercise

Master's thesis module

Description of module	ECTS	Examination components
Master's thesis	30	Master's thesis (90%) and Final colloquium (10%)

(3) When the curriculum is announced, descriptions will be made available for each module. Module coordinators are responsible for the content of the modules and for coordinating the course units for the modules. As a rule, a module coordinator may be any full-time lecturer with a doctorate-level qualification of the University of Oldenburg or a university that is allied to the University of Oldenburg through cooperation agreements.

Section 11
Types of module examinations

(1) The following types of module examinations are available:

1. Written examination (11.4)
2. Oral examination (11.5)
3. Term paper (11.6)
4. Practical exercise (11.7)
5. Internship report (11.8)
6. Portfolio (11.9)
7. Presentation (11.10)
8. Report (11.11)

(2) Module examinations in the form of group work are permitted. In that case, the examination component to be assessed for each individual student must meet the requirements set for the examination as well as being clearly defined and assessable as an individual examination component e.g. based on chapters, page numbers or other objective criteria.

(3) The form of the module examination must reflect the competences taught in the module. Grades given for examination performances must be substantiated by referring to the considerations on which the assessment was based.

(4) In a written examination, the examinee must show, under supervision, that he or she can carry out an assignment in a limited period of time, with the resources provided, and using the applicable methods for the subject area. A maximum of 2 hours is allowed for written examinations.

(5) An oral examination consists of an interview of between 10 and 30 minutes. The main subjects of the examination and the assessment/grading of the examination performance are to be recorded in a report.

(6) A term paper is an independent in-depth written assignment that is either interdisciplinary or specific to the study programme. A term paper may not exceed 5,000 words.

(7) A practical exercise consists of practical experiments with written reports (e.g. test records) or a test procedure and evaluation, or exercises or programming tasks. Practical exercises are specified in the module description.

(8) An internship report consists of a written documentation of assignments completed in an internship within or outside the university, and includes a critical evaluation that clearly shows how the assignments were carried out.

(9) A portfolio consists of a number of components, as a rule, maximally 6 (e.g. a report, handout, review, learning diary, short presentation, exercises, and short test). The number and type of assessed components for a portfolio are specified in the module description. A portfolio may not contain examination components as referred to in Section 11.1.1-5. Portfolios are assessed as a whole.

(10) A presentation is a talk that presents a subject in accordance with the current state of scientific knowledge using appropriate methods and media. The talk must take at least 20 and at most 90 minutes (including discussion of the talk). A presentation with a poster must take at least 5 and at most 30 minutes, and may include oral questions on the contents of the presentation.

(11) A report is an examination component consisting of an independent, written or graphic documentation of the content of a course unit.

(12) Bonus points may be awarded for active participation when a module is graded. The distribution of bonus points is explained in the separate module descriptions. An examination must have been passed before the grade can be improved. A grade can be increased by a maximum of 20%. It must be possible to achieve a grade of 1.0 without a bonus.

(13) Students intending to take the same oral examination within the two following examination periods, as well as other members of the university with a legitimate interest, will be allowed to attend oral examinations as an auditor, space permitting and with the consent of the candidate. (This does not extend to the consultation phase or the announcement of examination results.)

Section 12
Compensation for disadvantages

If a student demonstrates that he or she is unable to take module examinations entirely or in part due to illness or prolonged or permanent physical circumstances, e.g. a disability, or on the basis of protective provisions of maternity leave, or on account of having to look after a child of his or her own, the examining board must allow the student to take equivalent module examinations in another form or with a corresponding extension of the time available. The student may be required to submit a medical certificate.

Section 13
ECTS credit points

(1) ECTS credit points are awarded on the basis of module examinations passed. They reflect the average workload in time, including attendance of course units, which is required to pass the module examination. One credit point corresponds to 30 hours of effort, insofar as this is not contradicted by international agreements.

(2) As a rule, 30 ECTS are awarded per semester.

(3) The examinations office keeps a credit point account for each student. Students can view the state of their credit point account subject to the organizational and data protection regulations.

Section 14
Assessment of the module examinations and the Master's thesis

(1) Each module examination is assessed and, as a rule, graded in accordance with Sections 14.2 and 14.3. If a module examination or an assessed component of a module is not graded, it must be assessed as passed or failed. The Master's thesis is graded in accordance with Sections 14.2 and 14.3. A module examination is considered to have been passed if at least the grade 'satisfactory' is attained. The assessment must be made and communicated to the examinations office by the examiners within five weeks.

(2) The following scale will be used for grading:

1 = very good	an outstanding performance.
2 = good	above average performance
3 = satisfactory	average performance in all respects
4 = sufficient	the basic standards have been met but with a number of shortcomings
5 = insufficient	a performance that does not meet the requirements due to notable shortcomings

For a differentiated assessment, grades may be raised or lowered by 0.3 (grades of 0.7; 4.3; 4.7 and 5.3 are not possible).

(3) Insofar as the module examination consists of multiple assessed components, the overall module grade is the weighted arithmetic average of marks for the components. All assessed components must be passed.

The grades are as follows:

with an average of up to 1.50	very good
with an average of over 1.50 and up to 2.50	good
with an average of over 2.50 and up to 3.50	satisfactory
with an average of over 3.50 and up to 4.00	sufficient
with an average of over 4.00	insufficient

When grades are calculated in accordance with Section 14.3, only the first two decimal places are taken into account. Other places are deleted without being rounded off upwards or downwards.

(4) The overall grade will be listed together with an ECTS grade, which shows a relative assessment. The ECTS grade demonstrates how a student has performed in relation to other students in the same degree programme. Successful students receive the following grades:

A the top 10%
B the next 25%
C the next 30%
D the next 25%
E the next 10%

(5) As a basis for determining the ECTS grade, the overall module grades will be taken into account from the last six semesters before the date of the degree examination. An ECTS grade is provided when there are at least 20 graduates.

Section 15
Absence, withdrawal and fraud

(1) An examination component is deemed 'failed' if the student, without valid grounds,

1. fails to appear on the date of an examination
2. withdraws after the start of the examination
3. does not resit it within the designated time limit.

(2) The examining board must be notified without delay of any valid grounds for withdrawal or absence, in writing and together with satisfactory evidence. Otherwise, the examination component will be assessed as failed. In the event of illness, a medical certificate must be submitted. If the reason or reasons given are accepted, a new deadline will be set. As a rule, this will be the next regular examination date. In this case, existing examination results will remain valid.

(3) If a student attempts to influence the result of his or her performance in an examination by means of fraud or by using unauthorized means, the examination will be graded as failed. Individuals who have violated the examination regulations may be barred from continuing the examination components concerned. In that case, the examination performance concerned will be graded as failed.

Before a decision is taken by the examining board according to these provisions, the student will have the opportunity to be heard. The student will continue the examination until the examining board has taken a decision, unless the invigilator decides that temporary exclusion of the student is necessary for proper conduct of the examination. In particularly serious or repeated cases of fraud, the examining board may prevent the student from continuing the Master's programme. In that case, the Master's programme in Neuroscience will be definitively failed.

(4) If the deadline for an examination component is not met, and no valid reasons are given, the examination component will be assessed as failed. Section 15.2.1-4, will apply *mutatis mutandis*. In cases in which there are valid reasons for not meeting a deadline, the examining board will decide whether the deadline for the module can be extended or a new assignment is defined, taking into account the principles of equal opportunity and the precedence of academic achievements over compliance with procedural rules.

Section 16
Resits of module examinations, free attempt

(1) Failed module examinations may be retaken twice. If a module examination counts as or is assessed as failed after the second resit, it will be rated as definitively failed. In the case of resits, the examination component concerned may be completed in a different form in consultation with the module coordinator.

(2) The Master's programme is considered to have been failed definitively if one module exam has been failed after exhaustion of all resit opportunities.

(3) Resits, including single assessed components in a module examination, must be taken within a reasonable period of time within the academic year.

(4) Unsuccessful attempts to take an examination component in the same degree programme or in one of the chosen subjects at another university or equivalent institution for higher education in Germany or another European country will count towards the possibilities for a resit in accordance with Section 16.1.

(5) Written examinations passed within the first available standard period of study can, on request, be repeated once within one year with a view to achieving higher grades (free attempt to achieve higher grades). If a date is not available in that year, the next possible date will apply. Each time, the best result will count. Likewise, written examinations that have been failed on the first possible date may be considered as not taken (free attempt). A free attempt and a free attempt to improve grades are precluded from resits. In the case of Section 15.3, a free attempt will not apply.

Section 17
Certificates and transcripts

(1) As soon as a Master's examination has been passed, a Transcript of Records will be issued in English and in German (Appendix 2a and b). The date shown on the transcript will be the date on which the last module examination was passed. The transcript will be accompanied by an overview of the module examinations passed and a Diploma Supplement (Appendix 3a and b).

(2) If a Master's programme is definitively failed, the chair of the examining board will issue a document to this effect.

(3) If a student leaves the university or switches to a different course of study, a certificate will be issued that shows the examination components passed and the grades and ECTS obtained. In the case of Section 16.2, the certificate shows that the Master's programme in question has been failed definitively.

Section 18
Invalidity of an examination

(1) If a student has committed fraud during an examination and this does not become known until after a certificate is issued, the examining board may adjust the grades retroactively for the examination components concerned, and declare the examination to be totally or partly failed.

(2) The student will have the opportunity to make a statement to the examining board before a decision is taken.

(3) The incorrect certificate will be cancelled and replaced by a correct certificate or statement. If an incorrect examination certificate is cancelled, the Master's degree certificate must also be cancelled if the examination is graded as failed on the grounds of fraud.

Section 19
Access to examination records

On request, after completing a module examination or the Master's thesis, a student will be entitled to view the written examination papers, the examiner's comments, and the examination records. Such a request must be made to the examining board within a year of notification of the grades, or notification that the student has failed the examination. The examining board will determine the place and time of the inspection.

Section 20
Case-by-case decisions
Appeal procedure

(1) Negative decisions and other unfavourable administrative acts based on these examination regulations are to be announced in accordance with Section 41 of the Administrative Procedures Act. Appeals can be lodged with the examining board against decisions concerning examination grades in accordance with Section 68 ff. of the administrative procedure code.

(2) The examining board will forward the appeal to the examiner so that he or she can review the appeal and form an opinion. If the examiner changes the grading as a result of the appeal, the examining board will uphold the appeal and change the decision accordingly. Otherwise, the examining board will review the decision on the basis of the examiner's opinion, in particular to see whether

1. the examination was conducted in a proper manner
2. the grading was based on incorrect information
3. general marking principles were adhered to
4. an acceptable solution substantiated by consistent and sound arguments was judged incorrect
5. the examiner was influenced by irrelevant considerations

The same applies if an appeal is lodged against grading by more than one examiner.

(3) The examining board will appoint an expert for the appeal procedure at the request of the student. This expert must be qualified in accordance with Section 7.

(4) If the examining board, in the event of a breach according to Section 20.2.1 to 20.2.5, has not already upheld the appeal at this stage of the procedure, or if the student puts forward concrete, substantial objections to the results of specific examinations without the examiner altering his or her decision accordingly, the examination components will be reassessed by examiners who have not been involved in the examination in question, or the oral examination will be repeated.

(5) The examining board will take a final decision on the appeal within 3 months. The appeal procedure may not result in a lowering of grades.

Section 21
Admission to the Master's thesis

(1) For admission to the Master's thesis, students must be enrolled in the Master's programme “Neuroscience” at the Carl von Ossietzky University of Oldenburg and have proved that they have the necessary knowledge to undertake the Master's thesis by successfully completing modules counting for at least 60 ECTS.

(2) Applicants for admission to the Master's thesis must submit the following documents:

a) a proposal for the two examiners

b) a proposal for the thesis topic which has already been submitted to one of the nominated examiners

c) a declaration as to whether a Master's examination or parts of such an examination or another examination in the same subject area at a university or equivalent institution for higher education in Germany or another European country has been definitively failed or whether the student is currently involved in an examination procedure.

(3) The examining board will decide on admission. Admission will be denied if:

1. the admission requirements are not met
2. the documents provided are incomplete
3. another examination has been definitively failed in the chosen subject area within the same degree programme at another university or equivalent institution for higher education in Germany or another European country.

Section 22
Master's thesis module

(1) The time spent on the Master's thesis corresponds to the number of ECTS (30). 27 ECTS are allocated for writing the Master's thesis and 3 for the final colloquium.

(2) The Master's thesis must show that a student is capable of working on a problem from the chosen subject of study independently, within a fixed period of time and on the basis of academic/scientific methods. The topic and assignment of the Master's thesis must correspond to the purpose of the examination (Section 4) and the allowed period of time for the thesis (Section 22.6). The nature of the assignment and its implementation must be established when the topic is assigned. A topic can only be returned once, and only within the first two months of the allowed period of time.

(3) The topic of the Master's thesis can be established by any professor or junior professor who is active in teaching the Master's programme of

Neuroscience. Subject to the approval of the examining board, the topic may also be set by other authorized examiners in accordance with Section 7.1, in which case the second examiner must be a professor or junior professor who is involved in teaching the Master's programmes in Neuroscience.

(4) The topic will be chosen by the examiner who is to be the first examiner, after consultation with the student Upon application by the student, the examining board will ensure that the student is assigned a topic in time. The topic will be assigned via the chair of the examining board, and the assignment of the topic will be put on record. Upon assignment of the topic, the examiner who has set the topic (the first examiner), and the second examiner are appointed. The student will be supervised by the first examiner while working on the Master's thesis. If a Master's thesis is written at an organization outside of this university and supervised or evaluated by an external examiner at the organization in question, the approval of the examining board will be required.

(5) The Master's thesis must be written in English.

(6) As a rule, the Master's thesis must be submitted within six months of assignment of the topic. In exceptional cases, a well-founded application can be made to the examining board to extend the period available for completing the Master's thesis by up to two months.

(7) When the Master's thesis is submitted, the student must give assurance in writing that he or she produced the thesis independently without using any sources and aids other than those stated, and that the general principles of academic work and publications as laid down in the Guidelines for good scientific practice of the University of Oldenburg (*Leitlinien guter wissenschaftlicher Praxis der Carl von Ossietzky Universität Oldenburg)* have been followed.

(8) The Master's thesis must be submitted to the examinations office by the due date; the time of submission will be recorded.

(9) As a rule, the thesis will be assessed by the two examiners within eight weeks of submission.

(10) The student will be required to present the results of the Master's thesis in a final oral colloquium at the university, thereby demonstrating that he or she is capable of dealing with interdisciplinary and practical issues relating to the subject “Neuroscience” in a scientific manner and can present the knowledge gained clearly and comprehensibly.

(11) The final colloquium must not take more than 60 minutes. Exceptionally, the examining board may decide that the second examiner is to be replaced by another examiner.

(12) The grade for the Master's thesis is based on the two module components and weighted in accordance with ECTS (90% for the Master's thesis and 10% for the final colloquium).

Section 23
Resubmission of the Master's thesis

(1) If a Master's thesis counts or is assessed as failed, it may be resubmitted once only. A second resubmission is not possible. If a Master's thesis is resubmitted, the topic can only be returned if this option was not used during the first Master's thesis examination.

(2) The new topic for the Master's thesis must be assigned within an appropriate period, usually within three months after the first thesis is assessed.

Section 24
Overall result

(1) The degree programme is considered to have been concluded successfully when 120 ECTS have been gained in accordance with these examination regulations and all the module examinations, including the Master's thesis, have been passed.

(2) To determine the overall grade in accordance with Section 14.3, a weighted grade point average is established for the Master's programme. To this end, the grades for the separate module examinations graded in accordance with Section 14(2), including the Master's thesis module, are multiplied by the ECTS for the modules. The sum of the weighted grades is then divided by the sum of the ECTS included in the grading.

(3) Module examination grades, defined by the student from the range of compulsory elective or elective modules, and counting for a maximum of 15 ECTS are disregarded when the overall grade is determined. The Master's thesis module cannot be disregarded.

(4) The overall grade will be given the title ‘passed with distinction’ if the grade is between 1.0 and 1.1 according to Section 14.3.

Section 25
Entry into force

(1) These examination regulations will take effect after approval by the Presidential Chair on the date of their publication in the official notices of the Carl von Ossietzky University of Oldenburg.

(2) Students who are in the second or a higher semester at the date of entry into force, will be examined in accordance with the previous regulations. The revised regulations may be applied upon application by the student, and approval by the examining board.

Anlage 1 a
Urkunde über die bestandene Master-Prüfung (M.Sc.) in deutscher Sprache

Carl von Ossietzky Universität Oldenburg
Fakultät für Mathematik und Naturwissenschaften
und Fakultät für Medizin und Gesundheitswissenschaften

Urkunde

Frau/Herr* .....
geboren am ..... in .....

hat den Masterstudiengang NEUROSCIENCE an der Carl von Ossietzky Universität Oldenburg mit der Gesamtnote ……..... und der ECTS-Gesamtnote ……..... erfolgreich abgeschlossen.

Ihr/Ihm* wird der Hochschulgrad

Master of Science (M.Sc.)

verliehen.

Oldenburg, den .....

Die Dekanin/Der Dekan der Fakultät V*

Die Dekanin/Der Dekan*der Fakultät VI

Der/Die* Vorsitzende des Prüfungsausschusses

Notenskala: sehr gut, gut, befriedigend, ausreichend
ECTS Notenskala: A: beste 10%, B: nächste 25%, C: nächste 30%, D: nächste 25%, E: letzte 10% im Verhältnis zu mindestens 20 Abschlüssen der vorherigen 3 Jahre.

*Zutreffendes einfügen

Anlage 1 b
Urkunde über die bestandene Master-Prüfung (M.Sc.) in englischer Sprache

Carl von Ossietzky Universität Oldenburg
School of Mathematics and Science
and School of Medicine and Health Sciences

Certificate

Ms./Mr.* ..... Place of birth: ..... date of birth: .....

has fulfilled the examination requirement for the Master of Science in NEUROSCIENCE and has been awarded the degree of

Master of Science (M.Sc.)

The overall grade achieved is ……...
The corresponding ECTS-Grade is ……...

Seal date .....

Dean of the School of Mathematics and Science

Dean of the School of Medicine and Health Sciences

The Chairman of the Board of Examiners

grading scheme: Very Good, Good, Satisfactory, Sufficient
ECTS grading scheme: A: best 10%, B: next 25%, C: next 30%, D: next 25%, E: last 10%relative to at least 20 graduates during the previous 3 years.

*Zutreffendes einfügen

Anlage 2 a
Zeugnis zur Master-Prüfung (M.Sc.) in deutscher Sprache

Carl von Ossietzky Universität Oldenburg
Fakultät für Mathematik und Naturwissenschaften
und Fakultät für Medizin und Gesundheitswissenschaften

Zeugnis

Frau/Herr* .....
geboren am .....in .....

hat den Masterstudiengang NEUROSCIENCE an der Carl von Ossietzky Universität Oldenburg
mit der Gesamtnote ……..... und der ECTS-Note ..... erfolgreich abgeschlossen.

Die Masterarbeit mit dem Thema …….. wurde mit der Note ……..……..*
bewertet

Liste der Module mit Noten und Kreditpunkten:

Modul	Note	Kreditpunkte
……	…….	……..

Oldenburg, den .....

_____
Der/Die* Vorsitzende des Prüfungsausschusses

_____
Notenskala: sehr gut, gut, befriedigend, ausreichend
ECTS Notenskala: A: beste 10%, B: nächste 25%, C: nächste 30%, D: nächste 25%, E: letzte 10% im Verhältnis zu mindetens 20 Abschlüssen der vorherigen 3 Jahre.

*Zutreffendes einfügen

Anlage 2 b
Zeugnis zur Master-Prüfung (M.Sc.) in englischer Sprache

Carl von Ossietzky Universität Oldenburg
School of Mathematics and Science
and School of Medicine and Health Sciences

Examination Transcript

for the Master of Science (M.Sc.) in NEUROSCIENCE

Ms./Mr.* ..... Place of birth: ..... date of birth: .....

has passed the examination for the Master of Science in NEUROSCIENCE with the overall grade …….. and the ECTS-Grade …….

The Master's thesis with the subject …… was graded ……

Modules passed:

Subject	Grade	Credits
…….	……..	……

Seal date .....

The Chairman of the Board of Examiners

grading scheme: Very Good, Good, Satisfactory, Sufficient
ECTS grading scheme: A: best 10%, B: next 25%, C: next 30%, D: next 25%, E: last 10% relative to at least 20 graduates during the previous 3 years.

*Zutreffendes einfügen

Anlage 3 a
Diploma Supplement

CARL VON OSSIETZKY universität OLDENBURG

Diploma Supplement

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

3. HOLDER OF THE QUALIFICATION

3.1 Family Name/1.2 First Name
to be filled in for each student

4.3 Date, Place, Country of Birth
to be filled in for each student

4.4 Student ID Number or Code
to be filled in for each student

4. QUALIFICATION

4.1 Name of Qualification (full, abbreviated; in original language)
Master of Science in Neuroscience (M.Sc. Neuroscience)

4.2 Main Field(s) of Study
Science: Neuroscience…….

4.3 Institution Awarding the Qualification (in original language)
Carl von Ossietzky Universität Oldenburg (UO)
Fakultät für Mathematik und Naturwissenschaften und Fakultät für Medizin und Gesundheitswissenschaften
Status (Type / Control)
University / State Institution

4.4 Institution Administering Studies (in original language) [same 2.3]
Status (Type / Control)
[same/same 2.3]

4.5 Language(s) of Instruction/Examination
English

5. LEVEL OF THE QUALIFICATION

5.1 Level
Graduate/second degree (two years), by research with thesis

5.2 Official Length of Program
Two years (120 ECTS credits)

5.3 Access Requirements
Bakkalaureus/Bachelor degree (three or four years), in the same or appropriate related field; or foreign equivalent

6. CONTENTS AND RESULTS GAINED

6.1 Mode of Study
Full-time; part-time possible

6.2 Programme Requirements
The certified Master's Degree Program in Neuroscience provides students with in-depth training in the Neurosciences that is research-oriented and international. The teaching language is English. The programme is focussed on sensory neuroscience and integrates basic biological research with clinical and applied research on sensory processes. Of the 120 credit points required in total, a minimum of 30 credit points must be acquired in Background Modules, a minimum of 15 credit points in Research Modules and a minimum of 6 credit points in Skills Modules. Background Modules introduce students to a specific neuroscience topic in a course structure with lectures, seminars and practical parts. In Research Modules, students learn to carry out independent research during a lab internship, including experiments, background literature and presentation of results. Skills Modules develop professional skills beyond the specifics of neuroscience. In the final Master's thesis and the public thesis defense (total of 30 credit points), students demonstrate their ability to work independently on a specific research question.

6.3 Programme Details
See Transcript for list of courses and grades and topic of thesis, including evaluations.

6.4 Grading Scheme
General grading scheme cf. See. 8.6 - Grade Distribution (Award year) "Sehr gut" (7 %) - "Gut" (23 %) - "Befriedigend" (50 %) - "Ausreichend" (15 %) - "Nicht ausreichend" (5 %)

6.5 Overall Classification (in original language)
To be filled in for each student
Based on averaged module examinations weighted by credit points; cf. Zeugnis (Final Examination Certificate) and Transcript.

7. FUNCTION OF THE QUALIFICATION

7.1 Access to Further Study
Qualifies to apply for admission for doctoral work (thesis research) or a PhD-study programme - Prerequisite: Overall grade of at least "gut" in general as well as acceptance of doctoral thesis research project or application to PhD-study programme.

7.2 Professional Status
The Master title certified by the "Master-Urkunde" entitles the holder to the legally protected professional title "Master of Science".

8. ADDITIONAL INFORMATION

8.1 Additional Information
to be filled in for each student (Any other information on relevant activities of the holder, e.g. work as tutor)

8.2 Further Information Sources
On the Institution: www.uni-oldenburg.de. For national Information sources cf. Sect. 8.8

9. CERTIFICATION

This Diploma Supplement refers to the following original documents:
to be filled in for each student Certification Date: XX.XX.20XX Prof. Dr. ……....
Chairman Examination Committee (Official Stamp/Seal)

Anlage 3 b
Diploma Supplement: Information on the German higher education system

- **NATIONAL HIGHER EDUCATION SYSTEM**

The Information on the national higher education System on the following pages provides a context for the qualification and the type of higher education that awarded it (DSDoc 01/03.00).

8. INFORMATION ON THE GERMAN HIGHER EDUCATION SYSTEM [1]

8.1. Types of Institutions and Institutional Control

Higher education (HE) studies in Germany are offered at three types of *Hochschulen* [2]

- *Universitäten* (Universities), including various specialized institutions, comprise the whole range of academic disciplines. In the German tradition, universities are also institutional foci of, in particular, basic research, so that advanced stages of study have strong theoretical orientations and research-oriented components.
- *Fachhochschulen* (Universities of Applied Sciences): Programs concentrate in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies a distinct application-oriented focus and professional character of studies, which include one or two semesters of integrated and supervised work assignments in industry, enterprises or other relevant institutions.
- *Kunst- and Musikhochschulen* (Colleges of Art/Music, etc.) offer graduate studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

[1] The information covers only aspects directly relevant to purposes of the Diploma Supplement. All Information as of 1 Jan 2000.

[2] Hochschule is the generic term for higher education institutions.

HE institutions are either state or state-recognized institutions. In their operations, including the organization of studies and the designation and award of degrees, they are both subject to HE legislation.

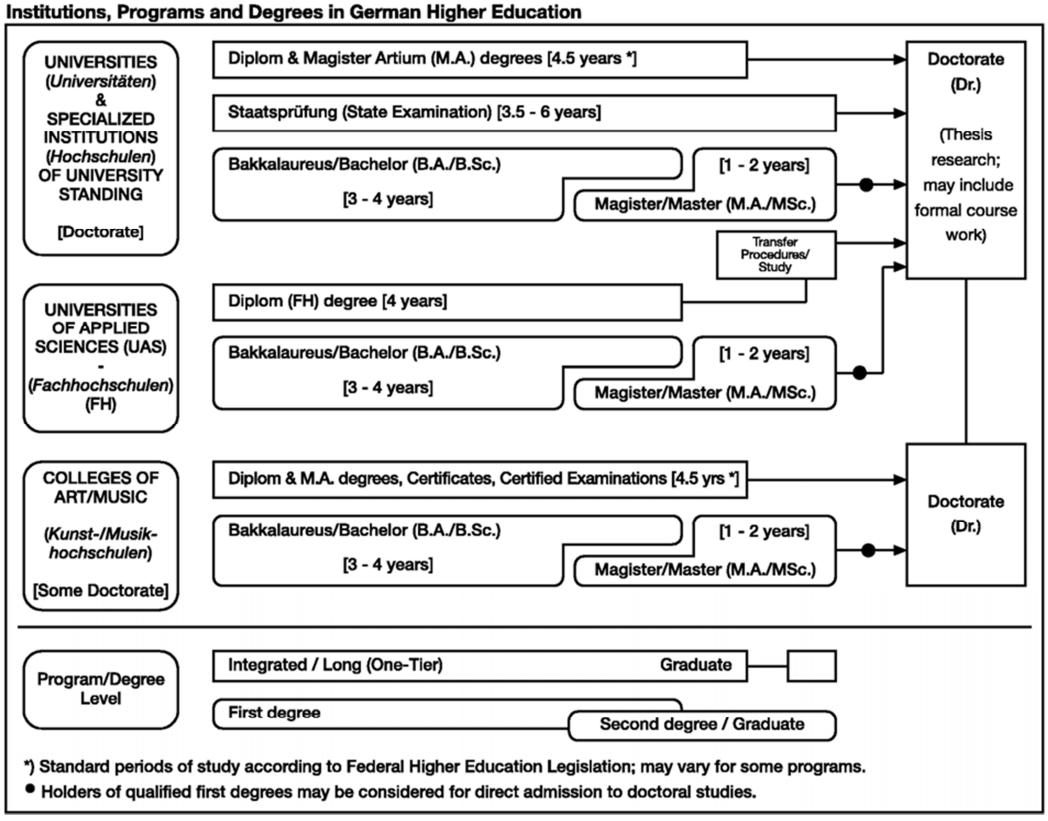
8.2 Types of programs and degrees awarded

- Studies in all three types of institutions are traditionally offered in integrated "long" (one-tier) programs leading to *Diplom-* or *Magister Artium* degrees or completion by a *Staatsprüfung* (State Examination).
- In 1998, a new scheme of first- and second-level degree programs (*Bakkalaureus*/Bachelor and *Magister*/Master) was introduced to be offered parallel to or *in lieu* of established integrated "long" programs. While these programs are designed to provide enlarged variety and flexibility to students in planning and pursuing educational objectives, they enhance also international compatibility of studies.
- For details cf. Sec. 8.41 and Sec. 8.42, respectively. Table 1 provides a synoptic summary.

8.3 Approval/Accreditation of Programs and Degrees

To ensure quality and comparability of qualifications, the organization of studies and general degree requirements have to conform to principles and regulations jointly established by the Standing Conference of Ministers of

Institutions, Programs and Degrees in German Higher Education



Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK) and the Association of German Universities and other Higher Education Institutions (HRK). In 1999, a system of accreditation for programs of study has become operational under the control of an Accreditation Council at national level. Programs and qualifications accredited under this scheme are designated accordingly in the Diploma Supplement.

8.4 Organization of Studies

8.41 Integrated "Long" Programs (One-Tier):

Diplom* degrees, *Magister Artium*, *Staatsprüfung

Studies are either mono-disciplinary (single subject, *Diplom* degrees, most programs completed by a *Staatsprüfung*) or comprise a combination of either two major or one major and two minor fields (*Magister Artium*). As common characteristics, in the absence of intermediate (first-level) degrees, studies are divided into two stages. The first stage (1.5 to 2 years) focuses - without any components of general education - on broad orientations and foundations of the field(s) of study including propaedeutical subjects. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the M.A.) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements always include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*.

- Studies at *Universities* last usually 4.5 years (*Diplom* degree, *Magister Artium*) or 3.5 to 6 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the exact/natural and economic sciences. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical, pharmaceutical and teaching professions are completed by a *Staatsprüfung*.
  The three qualifications are academically equivalent. As the final (and only) degrees offered in these programs at graduate-level, they qualify to apply for admission to doctoral studies, cf. Sec. 8.5.
- Studies at *Fachhochschulen (FH)* /Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom (FH)* degree. While the *FH*/UAS are non-doctorate granting institutions, qualified graduates may pursue doctoral work at doctorate-granting institutions, cf. Sec. 8.5.
- Studies at *Kunst- and Musikhochschulen* (Colleges of Art/Music, etc.) are more flexible in their organization, depending on the field and individual objectives. In addition to Diplom/Magister degrees, awards include Certificates and Certified Examinations for specialized areas and professional purposes.

8.42 First/Second Degree Programs (Two-tier): *Bakkalaureus*/Bachelor, *Magister*/Master degrees

These programs apply to all three types of institutions. Their organization makes use of credit point systems and modular components. First degree programs (3 to 4 years) lead to *Bakkalaureus*/Bachelor degrees (B.A., B.Sc.). Graduate second degree programs (1 to 2 years) lead to *Magister*/Master degrees (M.A., M.Sc.). Both may be awarded in dedicated form to indicate particular specializations or applied/professional orientations (B./M. of ... ; B.A., B.Sc. or M.A., M.Sc. in ...). All degrees include a thesis requirement.

8.5 Doctorate

Universities, most specialized institutions and some Colleges of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified *Diplom* or *Magister*/Master degree, a *Staatsprüfung*, or a foreign equivalent. Admission further requires the acceptance of the Dissertation research project by a supervisor. Holders of a qualified *Diplom (FH)* degree or other first degrees may be admitted for doctoral studies with specified additional requirements.

8.6 Grading Scheme

The grading scheme usually comprises five levels (with numerical equivalents; intermediate grades may be given): "*Sehr Gut*" (1) = Very Good; "*Gut*" (2) = Good; "*Befriedigend*" (3) = Satisfactory; "*Ausreichend*" (4) = Sufficient; "*Nicht ausreichend*" (5) = Non-Sufficient/Fail. The minimum passing grade is "*Ausreichend*" (4). Verbal designations of grades may vary in some cases and for doctoral degrees. Some institutions may also use the ECTS grading scheme.

8.7 Access to Higher Education

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife, Abitur*) after 12 to 13 years of schooling gives access to all higher education studies. Specialized variants (*Fachgebundene Hochschulreife*) allow for admission to particular disciplines. Access to *Fachhochschulen*/(UAS) is also possible after 12 years (*Fachhochschulreife*). Admission to Colleges of Art/Music may be based on other or require additional evidence demonstrating individual aptitude.

8.8 National Sources of Information

- *Kultusministerkonferenz* (KMK) [Standing Conference of Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany] - Lennéstrasse 6, D-53113 Bonn;
  Fax: +49/[0]228/501-229; with
  - Central Office for Foreign Education (ZaB) as German NARIC and ENIC; www.kmk.org; E-Mail: zab@kmk.org
  - "Documentation and Educational Information Service" as German EURYDICE-Unit, providing the national dossier on the education system (EURYBASE, annual update, www.eurydice.org; E-Mail eurydice@kmk.org).
- *Hochschulrektorenkonferenz* (HRK) [Association of German Universities and other Higher Education Institutions]. Its "Higher Education Compass" (www.higher-education-compass.hrk.de) features comprehensive information on institutions, programs of study, etc. Ahrstrasse 39, D-53175 Bonn; Fax: +49/[0]228 / 887-210; E-Mail: sekr@hrk.de