

The following text is a translation from the German original and is intended solely to facilitate the understanding of and compliance with the administrative issues and procedures stipulated. In the case of any disputes or questions of interpretation the German original wording shall be decisive and binding.

**Examination regulations for the
part-time post-graduate course of studies in
International Management Consulting**
in the Faculty of
Business Administration III (International Consulting)
at Ludwigshafen University of Applied Sciences
dated 12th July 2006

On the basis of § 7 Subsection No. 2 as well as of § 86 Subsection 2 No. 3 of the University Act (Hochschulgesetz - HochSchG) dated 21st July 2003 (Gazette Of Law And Directives p. 167), Federal State Laws 223-41, the Faculty Council of the Faculty of Business Administration III (International Consulting) passed a resolution on XXXX establishing the following examination regulations for the course of studies leading to the qualification of MBA – International Management Consulting. These regulations have been approved by the Ministry of Education, Science, Youth and Culture in the document dated 14th December 2006, reference 15224, journal number 2583/06).

They are herewith officially announced.

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I. General provisions

§ 1 Scope of validity

(1) These examination regulations are valid for the part-time post-graduate course of studies in International Management Consulting.

(2) Based on these examination regulations the Faculty of Business Administration III in Ludwigshafen University of Applied Sciences (University of Economics) shall draw up a syllabus of study in accordance with § 20 of the University Act (Hochschulgesetz - HochSchG). This syllabus shall govern the contents and the structure of the course of studies with full consideration given to the specialist and educational developments and requirements of professional practice and shall contain descriptions of the contents of the examination subjects. The heads of the departments shall draw up the descriptions of the modules and teaching units, which cover in particular the objectives of the individual modules, the allocation of the individual modules to the syllabus as a whole as well as recommended and desirable prerequisites for each module.

§ 2 Admission to course of studies

(1) The prerequisites for admission to the course of studies are as follows:

- 1a) completion of a course of studies at a university of applied sciences or at a university as well as professional experience covering, as a rule, three years following the course of studies, or
- 1b) attainment of the required level of eligibility in professional activities or in another way. The level of eligibility is to be determined by the heads of department using an aptitude test. Participation in the aptitude test requires education qualifications at university or university of applied sciences level as well as professional experience covering, as a rule, at least five years. This professional experience shall give evidence of an adequate correlation as regards content with the course of studies selected and shall in particular have enabled the applicant to attain knowledge and skills which are conducive to a successful completion of the course of studies.

The aptitude test shall establish the equivalence of the professional qualification with that of a completed first degree course. The aptitude test consists of a scientific essay written as homework and a colloquium (oral). The time allowed for completing the homework is 3 weeks. The provisions of these examination regulations shall apply analogously to the aptitude test; no additional assessment attempt may be made. The examinations shall be assessed as "passed" or "failed". The aptitude test is deemed to have been passed if all the examinations are assessed as "passed".

2. professional activities during the course of post-graduate studies, evidence of which is to be given in written form (e.g. by an employment contract) and
3. evidence of the student's ability to follow lectures and other teaching units held in the English language. Such evidence shall be provided before taking up the course of studies.

(2) The administration of the details covered by Subsection 1 Numbers 2 to 3 shall be effected by the examination committee.

(3) Admission to the examinations will only be granted to persons enrolled in the International Management Consulting course of studies.

(4) Course fees will be payable.

§ 3 Purpose of the examination

The examination is intended to provide evidence of the students' ability to engage in qualified and professional activities as management consultants. The examination shall establish in detail whether the students have acquired the specialist knowledge necessary for carrying out this profession on an international basis, whether they have the required insight into the interrelations involved in this specialist subject and whether they possess the skills needed for the independent application of the specific professional and scientific comprehension and research methods.

§ 4 Final degree

On the basis of a successful performance in the examination Ludwigshafen University of Applied Sciences (University of Economics) shall award the university degree "Master of Business Administration" with the abbreviation "MBA".

§ 5 Regular duration of studies

(1) The duration of studies in which the course can be completed (regular duration of studies) consists of 4 semesters (two years). It also includes the time allowed for taking the examinations as well as writing the final thesis (dissertation).

(2) The course is offered on a part-time basis.

(3) The temporal scope of the teaching units required for the successful completion of the course of studies amounts to 64 h/SW (hours per semester week) in each case for the compulsory subjects and the core elective subjects. A further 4 h/SW are available for teaching units in the elective subjects.

§ 6 Examination committee

(1) An examination committee shall be formed to organise and carry out the examinations. This committee shall be responsible for all decisions to be made in matters of examinations and shall decide upon any inconsistencies in the field of examinations.

(2) The examination committee shall consist of the following members:

1. the head of department as chairman/chairwoman,

2. two professors from Ludwigshafen University of Applied Sciences (University of Economics) or the partner universities of Ludwigshafen University of Applied Sciences,

3. one student participating in the course and

4. one member from the group as described in § 37 Subsection 2 Nos. 3 and 4 of the University Act (Hochschulgesetz - HochSchG¹)

(3) The members according to Numbers 2 to 4 shall be elected by the Faculty Council for a period of two years. The members according to Numbers 3 and 4 have no voting rights in decisions to be made by the examination committee on the assessment and allowance of examination credits and study credits. In as far as a lecturer for special duties fulfilling the provisions laid down in § 25 Subsection 5 of the University Act (Hochschulgesetz – HochSchG) has been appointed as a member, he/she shall be entitled to cast a vote on the assessment and allowance of examination credits. Any members leaving the committee prior to the expiry of the period for which they have been elected shall be replaced for the remainder of the term of office by means of a by-election.

(4) The examination committee is entitled to assign the completion of individual tasks to the chairman/chairwoman. The latter shall notify the examination committee of the decisions made as early as possible. Decisions constituting a refusal can only be made by the examination committee; they may only be made by the chairman/chairwoman in such cases as correspond to previous rulings in comparable issues.

(5) The examination committee shall convene and pass resolutions in a closed session. It shall be deemed to constitute a quorum when the chairman/chairwoman and two other members are present. Resolutions shall be passed with simple majority; in the event of the votes being equally divided the vote of the chairman/chairwoman shall be considered to be the casting vote.

(6)) All the members of the examination committee shall be invited to the convened sessions by the chairman/chairwoman of the examination committee in good time. The chairman/chairwoman shall notify members who did not participate in any session of the resolutions passed by the examination committee in the session in question.

(7) The examination committee shall act in such a way as to ensure that the provisions laid down in the examination regulations are complied with. It shall report regularly to the faculty on the development of the final modular examinations.

(8) The members of the examination committee undertake to maintain strict confidentiality. If they are not employed in the civil service they shall be sworn to secrecy by the chairman/chairwoman.

¹ This shall only be applicable in as far as the university does not avail itself of the provisions contained in § 37 Subsection 2 Sentence 5, Clause 2 of the University Act (Hochschulgesetz – HochSchG) within the framework of the basic regulatory code. If the university passes a resolution in accordance with the above-mentioned provision, each group is to be represented by one member.

§ 7 Examiners and assessors, supervisors for the final thesis (dissertation)

(1) The examination committee shall appoint examiners and assessors as well as supervisors for the final thesis.

(2) Only professors, honorary professors, lecturers and guest lecturers as well as examination officers from the partner universities can be appointed as examiners. The examination committee shall be entitled to decide on exceptions in the event of any compelling reasons prevailing with consideration given to § 25 Subsection 4 in connection with Subsection 5 of the University Act (Hochschulgesetz – HochSchG).

(3) Only persons holding the qualification to be determined by the examination or equivalent shall be eligible for appointment as assessors.

(4) Supervisors for the final thesis shall be responsible for determining the subject of the final thesis. Only persons fulfilling the conditions stipulated in Subsection 2 shall be eligible for appointment as supervisors.

(5) The chairman of the examination committee shall ensure that the students are notified at the beginning of the semester in question of the names of the examiners and assessors, the form of the examinations and study credits (especially in the case of an electronic form), the deadlines of registration for examinations as well as the dates of the examinations, the location for the examinations, the language (English or German) and the times allowed. The announcement of the examiners shall be effected at the same time as the admission to the examination, as a rule at least one week before the examination or the issuing of the dissertation subject. Notification by posting on the notice board shall be sufficient.

(6) § 6 Subsection 8 (confidentiality) shall be correspondingly applicable to examiners and assessors.

§ 8 Recognition of study periods, study credits and examination credits

(1) Periods of study, study credits and examination credits attained in the International Management Consulting MBA course of study at a university in the Federal Republic of Germany shall be allowed for without any determination of equivalence in as far as the course of study is accredited.

(2) Periods of study, study credits and examination credits attained in other courses of study shall be allowed for in as far as the equivalence of these has been determined. Equivalence shall be determined if the periods of study, study credits and examination credits essentially correspond to these examination regulations and the course syllabus in content, scope and requirements. For the determination of equivalence no schematic comparison shall be effected but rather an overall view and assessment. The equivalence agreements approved by the Conference of Ministers of Education and Culture and by the Conference of University Vice-Chancellors as well as arrangements made within the framework of university partnerships are to be observed for the recognition of periods of study, study credits and examination credits achieved outside the Federal Republic of Germany.

(3) Subsections 1 and 2 shall be correspondingly applicable to periods of study, study credits and examination credits in state-recognised correspondence degree courses, to multimedia-supported study credits and examination credits as well as to study credits and examination credits attained by students below the minimum admission age; Subsection 2 shall additionally apply to periods of study, study credits and examination credits from other educational institutions, especially state or state-recognised universities of cooperative education as well as colleges of technology, colleges of engineering and officers' academies in the former German Democratic Republic.

(4) Any knowledge and skills attained outside the university sector shall be allowed for in as far as the equivalence of these has been determined. Not more than half of the credits pertinent to the examinations may be recognised for the course of study.

(5) In the event of study credits and examination credits being recognised the marks shall – in as far as the marking systems are comparable – be transferred and included in the calculation of the overall mark. If the marking systems are not comparable the records will state a result of “passed”. The certificate will show an indication of the recognition.

(6) In the event of the prerequisites stipulated in Subsections 1 to 4 being fulfilled there shall be a legal right to recognition. The recognition of periods of study, study credits and examination credits attained in the Federal Republic of Germany shall come into being proprio motu. The students shall submit the documents necessary for allowance.

§ 9 Types of examination credits and study credits

(1) Examinations are understood to include the following:

1. final modular examinations according to § 12,
2. final thesis (dissertation) according to § 17,
3. oral examination (colloquium) according to § 18,
4. credit records according to § 13.

(2) The credit records in accordance with § 13 shall be attained in the form of written tests, homework, presentations or seminar papers. The marks awarded for such credit records shall not be stated in the certificates.

(3) If students provide a medical certificate as evidence that they are suffering from a recurring or constant medical condition rendering them unable to take any or part of the examinations in the stipulated form the examination committee shall permit equivalent examination credits to be attained in another way. The same provision shall also apply in the case of study credits.

§ 10 Correspondence degree course

(1) The course of studies can also be taken as a correspondence degree course.

II. Examinations

§ 11 Dates of examinations

- (1) The examinations are to have been completed by the end of the 4th semester.
- (2) Any examinations for which students have not registered by the 6th semester shall be deemed to have been evaluated with the mark of “inadequate”.
- (3) All students who have registered for the examination within the deadline stated in Subsection 2 shall be admitted to the examination. Notification shall be given to any students refused admission to the examination. This notification shall include substantiation of the refusal as well as information on legal remedies.

§ 12 Purpose and scope of examinations

- (1) In the examinations (written tests, homework, presentations or seminar papers) the students shall be required to give evidence of their ability to recognise problems in their subject field and to develop solutions with specialist methods within a limited time.
- (2) The final examinations shall be taken on a modular basis in the following subject complexes:
 1. Introduction to International Management Consulting
 2. Management of Consulting Firms
 3. Consulting Process
 4. Areas of Consulting Competence I
- (3) The time allowed for the individual examinations shall be stipulated in each case by the examination committee. The students shall be notified of this in good time. The time allowed for the examination shall be appropriate for the tasks set.
- (4) The written final modular examinations (written tests, homework) shall be assessed by two examiners.
- (5) Oral final modular examinations (presentations, seminar papers) shall be conducted by several examiners or by one examiner in the presence of a specialist assessor. Oral examinations can be conducted with one candidate or with groups of candidates. The number of candidates in such an examination group shall not exceed 6. Upon application by female students oral examinations may be attended by the University women’s representative or the representative in the Faculty.

§ 13 Credit records

(1) The following credit records are to be attained during the course of studies in the form of written tests, homework, presentations or seminar papers:

1. Ethics in Consulting
2. Communication Skills in Consulting
3. Psychology in Consulting
4. Law of Management Consulting
5. Consulting Process
6. Areas of Consulting Competence II
7. Basics of General Management and Economics
8. Research Methods
9. Elective: foreign language).

(2) The examination committee shall determine the type of credit record and announce their findings in the module descriptions at the beginning of each semester.

(3) Credit records are assessed as either “passed” or “not passed”.

§ 14 Admission to examinations and deadlines

(1) Examinations may only be taken by persons duly enrolled for the course of studies in International Management Consulting at Ludwigshafen University of Applied Sciences.

(2) Application for admission to the examinations is to be made to the examination office in written form including the documents required in accordance with Subsection 4 by the deadline stipulated in § 7 Subsection 5.

(3) In the event of compliance with a prescribed deadline regarding the registering for or the taking (retaking) of an examination depending on periods of study, no consideration will be taken of extensions and interruptions caused by:

1. participation in university bodies, student committees or student administration panels provided for by law or by university charter,
2. illness, disability or other reasons for which the student is not answerable,
3. pregnancy or upbringing of children; in the case of number 3 at least the possibility of claiming time periods in accordance with §§ 3, 4, 6 and 8 of the Maternity Protection Act (Mutterschutzgesetz) as well as with § 15 of the Child Raising Benefit Act (Bundeserziehungsgeldgesetzes (BerzGG)) for the time of parental leave is to be provided for. In addition no consideration will be taken of any pertinent course of

studies abroad undertaken in accordance with the regulations and not exceeding two semesters; this shall not apply to periods of study abroad stipulated by with these examination regulations.

It shall be incumbent upon the student to provide evidence of such circumstances.

Upon application by the examination candidate the examination committee shall decide upon the reasons given in accordance with § 26 Subsection 1 sentence 5 of the University Act (Hochschulgesetz – HochSchG).

(4) All registrations or applications for admission submitted to the examination office shall include the following documents to be enclosed by the student:

1. a declaration by the student whether he/she has at any time been conclusively deemed to have failed an examination for the Master's course of studies in International Management Consulting or whether he/she is presently in the examination procedure for such a course of studies at another university,
2. a declaration whether and if applicable how often as well as in which modules or examination subjects examination credits have been failed in the same course of studies or in other courses of studies at a university in Germany,
3. a declaration whether any admission of guest listeners at the oral examination to be taken has been objected to.

In the event of it being impossible to submit the documents in the way prescribed the examination committee shall be entitled to give permission for evidence to be provided for in another way.

(5) The examination committee shall decide upon the admission.

(6) Admission shall not be granted if

- the student has been conclusively deemed to have failed an examination for the Master's course of studies in International Management Consulting at a university in the Federal Republic of Germany or if he/she is presently in the examination procedure for such a course of studies,
- retaking the examination credit has become impossible on the basis of these examination regulations,
- the submission of the application for admission or of the necessary documents to be enclosed with such an application was made incompletely or not in due time.

§ 15 Procedural provisions for examinations

(1) Adequate invigilation shall be ensured during written examinations.

(2) Prior to each written examination the invigilators shall instruct the students on the provisions contained in § 24 (discontinuance of examination) and in § 25 (deception and infringement of regulations). Before the beginning of the time allowed for the examination the invigilators shall remove the examination papers from the sealed envelope in the presence of the students and shall notify the students of the tasks required of them.

(3) At least one invigilator shall be present in the examination room for the whole period of the written examination. Only one student at a time may leave the examination room and only after explicit permission has been given by the invigilator. If the particular ex-

amination task in question requires the use of technical facilities in other rooms appropriate invigilation shall be also be ensured in such rooms.

(4) The written examination answers with all drafts and concepts shall be handed in to the invigilator at the latest by the end of the examination time allowed. They shall be immediately forwarded by the invigilator to the examiner responsible for the assessment and marking of the examination.

(5) The invigilator shall draw up and sign a written record of the procedural points of every written examination. This record shall include:

1. the subject field,
2. the names of the invigilators and their invigilation times,
3. a note on the instruction according to Subsection 2, sentence 1,
4. a note on the beginning and end of the examination time allowed, any students arriving late or leaving early and any temporary absence of students stating the time involved,
5. the time of handing in the individual examination papers,
6. any special incidents.

This record shall be passed on to the chairman/chairwoman of the examination committee.

(6) The essential items and results of the oral examinations shall be minuted in a report (if necessary for each individual student) In the case of § 12 Subsection 5, second clause, the examiner shall consult the assessor prior to determining the mark in accordance with § 19 Subsection 1. The minutes may not be made in electronic form. All the materials used for the presentation or the seminar paper (handouts, slides etc.) shall be enclosed as a copy with the minutes.

§ 16 Assessment of examinations

(1) The written final examinations shall be assessed and marked in accordance with § 18 by the lecturer responsible for setting the examination and one other examiner (§ 7 Subsection 2). In the event of one of these persons being unable to take over this task the chairman/chairwoman of the examination committee shall appoint a substitute examiner.

(2) If the assessments of the written final modular examinations deviate from each other the chairman/chairwoman of the examination committee shall appoint a further examiner to effect a concluding assessment and marks within the framework of the assessments given.

(3) Credit records shall be assessed by the lecturer responsible for setting the tasks in accordance with § 13 Subsection 3.

(4) Written tests which have not been submitted in time shall be given the mark of “inadequate”; this shall be effected by the chairman/chairwoman of the examination committee.

(5) The students shall be notified of the marks awarded by the beginning of the following semester.

(6) The students shall be notified of the marks awarded for the oral examinations directly following the oral examination in question.

§ 17 Final thesis (dissertation)

(1) In the final thesis the students shall be required to give evidence of their ability to work independently on a task from their course of studies and to develop solutions using specialist methods within a limited time.

(2) The subject of the final thesis shall be determined by the supervisor at the earliest once all the written final modular examinations have been passed. Registration for the final thesis shall be made at the latest six weeks after all the final written examinations have been passed in accordance with § 12 and after attainment of the credit records in accordance with § 13.

(3) The supervisor shall notify the chairman/chairwoman of the examination committee immediately of the subject determined for the final thesis. The subject can be given back once only within the first two months of thesis work and only for sound reasons accepted by the chairman/chairwoman of the examination committee.

(4) Upon special application by the students the chairman/chairwoman of the examination committee shall ensure that every student receives the subject for the final thesis.

(5) The time allowed for working on the thesis from the announcement of the subject up to the submission of the thesis shall not exceed three months or, in the case of empirical tasks, four months. The subjects and the tasks are to be of such a kind that the time allowed and the submission deadline can be complied with. The final thesis shall be written in the English language.

(6) Approval can also be given for the final thesis to be completed in group-work in as far as the individual performance of each contributor can be clearly distinguished and assessed on the basis of a statement on sections, page numbers and other objective criteria.

(7) Upon submission of the final thesis each student shall declare in writing that he/she is the sole author of the thesis and has used no sources or aids other than those stated.

(8) The final thesis is to be submitted in quadruplicate to the chairman/chairwoman of the examination committee within the period stipulated. The date of submission shall be recorded. In the event of the final thesis not being submitted within the period stipulated it will be assessed as “not passed”. Upon application by a student the examination committee can in substantiated exceptional cases extend the submission period by a maximum of two months. Such an application shall be made to the chairman/chairwoman of the examination committee immediately after the arisal of the cir-

cumstances constituting the reason for the exceptional case. Students shall enclose a statement by their supervisor with this application.

(9) The final thesis shall be assessed by two lecturers in accordance with § 7 Subsection 2. These two assessors shall include the lecturer who determined the subject of the thesis. § 15 Subsection 2 shall be correspondingly applicable.

(10) The time period for assessing the final thesis (dissertation) shall not exceed six weeks.

(11) Any final thesis awarded the mark of 1.0 is deemed to have been passed "with distinction". This is to be stated in the certificate in accordance with § 22.

§ 18 Colloquium on final thesis

(1) Every student shall be questioned on his/her final thesis in an oral examination or colloquium which will as a rule last 30 minutes. The oral examination shall be held in the presence of an examination commission consisting of:

1. the supervisor of the final thesis,
2. two other members as assessors appointed from among the members of the examination committee in accordance with § 6 Subsection 2.
3. The oral examination shall be held in the English language. Exceptions can be determined by the examination committee.

(2) The colloquium is intended to establish whether the student is familiar with the subject complexes forming the content of the final thesis.

(3) Guest listeners may be admitted to the colloquium upon special application and with the permission of the student involved and the supervisor of the final thesis.

(4) § 12 Subsection 5 and § 15 Subsection 6 shall apply accordingly.

§ 19 Marks awarded in examinations

(1) The following marks shall be awarded for the assessment of the examination credits:

- 1 = excellent (with distinction)
= an outstanding performance;
- 2 = good
= a performance significantly above the average requirements;
- 3 = satisfactory
= a performance corresponding to average requirements;
- 4 = adequate
= a performance fulfilling the requirements despite some deficiencies;
- 5 = inadequate
= a performance not fulfilling the requirements due to considerable deficiencies.

For the differentiated assessment of individual performance the marks can be decreased or increased by 0.3. The marks 0.7, 4.3, 4.7 and 5.3 are excluded from this provision. Marks below 4.0 are deemed to be inadequate.

(2) Each individual examination is deemed to have been passed if it has been assessed with a mark of at least 4.0.

(3) The conversion of the marks into ECTS grades as well as the conversion of ECTS grades into marks for the recognition of examination credits in accordance with § 12 shall be effected on the basis of the following tables:

Conversion of marks into ECTS grades	
Range of marks	ECTS grade
For the best 10 %	A
For the next 25 %	B
For the next 30 %	C
For the next 25 %	D
For the next 10 %	E

(4) ECTS points shall be awarded in accordance with the appendix for the successful completion of the examinations and credit records.

§ 20 Result of examination

(1) The examination has been passed when

1. all the final modular examinations,
2. the final thesis (dissertation) and
3. the colloquium on the final thesis

have each been assessed with at least the mark of “adequate” (4.0) and

4. all the credit records have been passed.

(2) The examination has not been passed

1. in the case of students not fulfilling the conditions laid down in Subsection 1,
2. in the case of students whose examinations are deemed to have been discontinued (§ 24) and who have no further possibility of repeating the examination (§ 27) or
3. in the case of students excluded from the examination in accordance with § 25 and who have no further possibility of repeating the examination (§ 27).

(3) When the examination is passed the chairman/chairwoman of the examination committee shall calculate the overall result on the basis of the average of the final marks awarded for the individual final examinations computed to one decimal place as

well as of the mark awarded for the final thesis and the mark awarded for the colloquium.

§ 21 Early admission to examinations

Examinations can be taken prior to the expiry of the period stipulated for registration in as far as evidence is given of the credit records required for admission to the examination in question.

§ 22 Certificate

(1) A certificate will be issued in German and English recording the successfully completed examination and stating the calculated concluding marks for the final modular examinations, the mark awarded for the colloquium, the subject and assessment of the final thesis (dissertation) as well as the overall result of the examination. The certificate shall bear the signature of the chairman/chairwoman of the examination committee and the seal of the University. The date of passing the final examination stated in the certificate shall be the day on which the overall result was established. In the case of cooperation programmes the name and / or the logo of the partner institution may be included in as far as the layout of the certificate indicates clearly that the academic degree was awarded by the Ludwigshafen University of Applied Sciences.

(2) The University shall issue a diploma supplement (DS) in German and English in accordance with the "Diploma Supplement Model" of the European Union / Council of Europe / UNESCO. The representation of the national higher education system (DS Section 8) shall be the text agreed upon between the Conference of Ministers of Education and Culture and the Conference of University Vice-Chancellors in the currently valid version. Upon application by a student the University shall also provide translations of the documents and certificates in the English language in addition to issuing the diploma supplements.

(3) The certificate and the diploma supplements shall not be issued in an electronic form.

§ 23 Document

(1) Students shall receive a document of these regulations in German and English concerning the successfully completed examination. With this the final degree is awarded in accordance with § 4. The document shall bear the signature of the President of Ludwigshafen University of Applied Sciences and the seal of the University.

(2) § 22 Subsection 3 shall apply accordingly.

III. Common regulations, additional assessment attempt and final provisions

§ 24 Discontinuance of examination

(1) Any student not taking part in an examination for serious reasons for which he/she is not answerable or having to discontinue an examination for such reasons shall notify the chairman/chairwoman of the examination committee of this immediately stating the reasons involved. The notification of the reasons shall be effected in written form and substantiated. In the case of illness the medical certificate shall be submitted to the chairman/chairwoman of the examination committee immediately i.e. without any culpable delay, at the latest by the third day following the date of the examination. The medical certificate shall clearly indicate the inability to take the examination. The submission of a medical certificate issued by a public health officer may be required. The illness of a student and the illness of a child in his/her care shall be deemed to be equal. The chairman/chairwoman of the examination committee shall investigate the reasons given and decide whether and when the examination can be taken or continued. The examination results previously attained shall be allowed for if the examination is begun within one year after the decision made by the chairman/chairwoman as laid down in Sentence 2. In the event of examination results not being allowed for the student in question shall be given new examination questions or tasks.

(2) The examination is deemed to have been discontinued if it is broken off by a student or not participated in after being registered for and substantiating reasons are either not asserted or not accepted.

§ 25 Deception and infringement of regulations

(1) If any student attempts to influence the result of his/her examination performance or study performance by deception or by using aids which have not been explicitly allowed the examination performance in question shall be given a mark of "inadequate" (5.0) or the study performance in question shall be evaluated as "failed". Any student responsible for disturbing the proper examination procedure can as a rule after a caution be excluded from further participation in the examination or study credit by the invigilator; in this case the examination performance in question shall be given a mark of "inadequate" (5.0) or the study performance in question shall be evaluated as "failed". The reasons for exclusion shall be put on record. In severe cases the examination committee shall be entitled to exclude the student from all the examinations in the current semester.

(2) The decision on the circumstances described in Subsections 1 as well as the measures to be taken shall be made by the examination committee after hearing the student concerned. The student concerned shall continue the examination until the decision is made unless the invigilator or the chairman/chairwoman of the examination commission comes to the conclusion that a provisional exclusion of the student concerned is essential to safeguard the proper procedure in the examination.

(3) If any student attempts deception in an examination and if such attempted deception is not discovered until after the certificate has been awarded the examination committee shall be entitled to effect a corresponding retroactive alteration of the results of those

examinations during which deception was attempted and to declare the MBA examination to have been failed in its entirety or partially.

(4) If the prerequisites for admission to an examination are not fulfilled without this constituting any attempt to deceive on the part of the student and this circumstance is not discovered until after the certificate has been awarded this deficiency shall be deemed to have been remedied by the student's successful performance in the examination. If any student has wrongfully and intentionally effected admission to the examination the examination committee shall decide on the legal consequences in accordance with the Administrative Procedure Act of the federal state of Rhineland-Palatinate (Rheinland-Pfalz). The student shall be given the opportunity of making a statement prior to this decision.

(5) The incorrect examination certificate shall be withdrawn and if applicable re-issued.

(6) Examination papers shall be kept for at least two years after the certificate has been issued in as far as no objection to the examination results has been filed. In cases in which an objection to the examination results is filed the examination papers shall be kept until the relevant procedure is concluded.

§ 26 Additional assessment attempt

(1) In the event of an examination in accordance with § 12 being failed it shall be deemed not to have been taken in as far as it was completed within the standard duration of studies and the other parts of the examination have already been taken or can be taken within the standard duration of studies (additional assessment attempt). No additional assessment attempt shall be granted for the final thesis (dissertation) in accordance with § 16. Examinations declared to have been failed because of deception or any other infringement of the regulations shall be excluded from the additional assessment attempt.

(2) An examination taken in additional assessment attempt and passed can be repeated once for purposes of improving the mark awarded on the next scheduled examination date in each case. If no improvement is achieved the mark awarded in the first examination attempt shall remain valid.

(3) § 14 Subsection 3 shall apply correspondingly to the calculation of the times in accordance with Subsection 1.

§ 27 Retaking examinations

(1) Any final modular examination or study credit examination which is not passed may be retaken once. § 26 Subsection 1 shall remain unaffected. Students shall be entitled to a further attempt to retake one of the final modular examinations. Any retaking of failed final modular examinations and study credits shall be made within the framework of the examination schedule for the following semester in each case. The examination committee shall decide on any exceptions.

(2) The final thesis may be repeated once only.

(3) The colloquium may be repeated once only in connection with a new thesis.

§ 28 Perusal of examination records

(1) The students are entitled to obtain information on partial results of the examination before the completion of the examination.

(2) Upon application the students shall be granted the right of perusal of their own examination records within one year after the announcement of the result of the examination concerned.

§ 29 Date of coming into force

These examination regulations shall come into force on the day following the announcement in the Official Gazette for the federal state of Rhineland-Palatinate (Rheinland-Pfalz). They shall be applicable for the first time to students beginning their studies in the International Management Consulting course as of the winter semester 2006 / 2007.

§ 30 Repeal of preceding examination regulations

Upon the coming into force of these examination regulations examination regulations for the Examination regulations for the part-time post-graduate course of studies in International Management Consulting dated 16th August 2002 (Official Gazette p. 2390), most recently amended on 29th August 2003 (Official Gazette p. 2273) shall be repealed.

§ 31 Transitional provisions

Students taking up their studies prior to the coming into force of these examination regulations shall complete their course of studies in accordance with the examination regulations referred to in § 30. These transitional provisions shall expire at the end of the summer semester 2009.

Ludwigshafen, 15th January 2007

The Dean
of the Faculty of Business Administration III
at Ludwigshafen University of Applied Sciences
(University of Economics)

Prof. Dr. Bernhard Wolf

MBA-IMC[®] Syllabus and Examination Schedule

Valid as of the winter semester 2006/2007

Subjects	h/SW	Number and type of examinations	Credits
1. Einführung in die internationale Unternehmensberatung (Introduction to International Management Consulting)	4	1 FME ²	6
2. Management von Beratungsunternehmen (Management of Consulting Firms)	4	1 FME	4
3. Recht der Unternehmensberatung (Law of Management Consulting)	2	1 CR	3
4. Beratungsprozess (Consulting Process)	10	1 CR 1 FME	11
5. Beratungsinhalte / Problemlösungsmethoden I (Areas of Consulting Competence I)	10	1 FME	12
6. Beratungsinhalte / Problemlösungsmethoden II (Areas of Consulting Competence II)	10	1 CR	10
7. Beratungskommunikation (Communication Skills in Consulting)	6	1 CR	5
8. Beratungspsychologie (Psychology in Consulting)	2	1 CR	2
9. Grundlagen allg. BWL und VWL (Basics of General Management and Economics)	4	1 CR	6
10. Ethik in der Unternehmensberatung (Ethics in Consulting)	2	1 CR	2
11. Wissenschaftliche Methoden (Research Methods)	2	1 CR	4
12. Wahlpflichtgebiet ³ (Elective): Wirtschaftsenglisch (Business English) Wirtschaftsfranzösisch (Business French) Wirtschaftsdeutsch (German)	8	2 CR	5
13. Abschlussarbeit (Thesis)		1 Final thesis (dissertation) 1 Colloquium	20
Summe Leistungspunkte (Total Credit Points)			90
Total h/SW	64		

² FME = final modular examination / CR = credit record

³ The student shall choose one elective subject from the list. Alterations in the elective subjects are possible.