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**Joint Examination Regulations for the Degree Courses
Master of Arts (M.A.) in Political Science and Master of Arts
(M.A.) In Sociology of the School of Social Sciences of
the University of Mannheim**

as of 7 March 2013

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7
et seqq.)

1st amendment as at 26 February 2014

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 05/2014 of
11 March 2014)

2nd amendment as at 29 June 2015

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 17/2015
Part 1 of 2 July 2015, pp. 7 et seqq.)

3rd amendment as at 9 December 2015

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 30/2015 of
18 December 2015, pp. 20 et seqq.)

4th amendment as at 2 June 2017

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 17/2017 of
14 June 2017, pp. 24 et seqq.)

5th amendment as at 4 June 2019

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 14/2019 of
11 June 2019, pp. 55 et seqq.)

6th amendment as at 8 December 2022

(Bulletin of the President's Office (Bekanntmachungen des Rektorats) No. 08/2022
pp. 21 et seqq.)

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7th amendment as at 18 December 2023

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 12/2023 of
20 December 2023, p. 62 et seqq.)

8th amendment as at 16 July 2024

(Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 08/2024
Part 1 of 25 July 2024, pp. 80 et seqq.)

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General Provisions

1. Part: General Provisions

Section 1 – Gender-Neutral Language

In the German language version of these Examination Regulations, this section deals with the subject of gender-neutral language. For the English language version, this is not relevant and therefore omitted. This also applies to the usage of academic degrees and academic titles.

Section 2 – Scope

These Joint Examination Regulations comprise the regulations and procedures for the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim.

2. Part: Degree Course

Section 3 – Purpose of the Degree Course and Graduation

- (1) The master's examination marks the proper completion of a consecutive master's program. The master's degree comprises examinations taken during the course, as well as the final master's thesis.
- (2) If a student of the master's program in Political Science or Sociology, respectively, completes the master's examination, they will be granted the degree "Master of Arts (M.A.)" by the University of Mannheim.
- (3) The master's examination serves to prove whether the student has gained substantial knowledge in the field of study, is capable of interconnecting subject areas of the field, and has the ability to apply scientific methods and findings in their field as well as in an interdisciplinary context.

Section 4 – Required Coursework, Course Structure and Standard Period of Study

- (1) The degree course starts in the fall semester. The period of study for the master's program, during which all coursework and examinations required to pass the master's examination are to be completed, is four semesters (standard period of study). The required coursework corresponds to at least 120 credits in accordance with the European Credit Transfer System (ECTS). One ECTS credit corresponds to an average workload of 30 hours. The workload comprises the hours spent in class and the hours spent on the preparation for and the revision

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of classes, self-study as well as the hours spent on preparing for examinations and the examinations themselves. The workload for each semester may amount to a total of circa 900 hours.

- (2) The master's programs M.A. Political Science and M.A. Sociology have a modular course structure. The requirements for each subject can be drawn from the respective subject-specific attachments. The course structure is described in the respective valid versions of the module catalogs for the Master of Arts in Political Science and Master of Arts in Sociology.
- (3) The degree course is designed to be completed within the standard period of study. The contents are limited accordingly.
- (4) It is the student's responsibility to ensure that the deadlines and specifications listed in these Examination Regulations are met.
- (5) Courses in the Master of Arts (M.A.) in Political Science and the Master of Arts (M.A.) Sociology are solely taught in English. Sentence 1 applies for taking examinations and completing coursework.
- (6) The module catalog is passed by the school council in agreement with the respective committee on student affairs and teaching and published on the website of the University of Mannheim.

3. Part: Periods of Protection

Section 5 – Extension of Examination Deadlines

- (1) The examination and coursework deadlines, as well as the deadlines to take examinations and complete coursework in order to complete the program, are to be extended by the examination committee upon written request from a student, which is submitted in due time, if the respective student is in need of an extension due to special conditions they are not responsible for. The examination committee is to grant individual extensions based on case-by-case decisions.
- (2) In particular, this applies to students
 1. with children, or
 2. with a relative in need of care within the meaning of section 7 subsection 3 of the Caregiver Leave Act (PflegeZG), or
 3. with a disability, or
 4. with a chronic illnessif the situation resulting from the aforementioned special conditions requires an extension of

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the examination deadlines. The same applies to students who are eligible for periods of protection in accordance with section 3 subsection 1 and 2 of the maternity protection act (MuSchG).

- (3) The request in accordance with subsection 1 must be promptly submitted as soon as the student is aware of the circumstances demanding an extension of examination deadlines. If the request is not made in due time in accordance with sentence 1, the extension may only be granted if additional requirements set forth in section 32 of the administrative procedure act of the Land of Baden-Württemberg (LVwVfG) are met.
- (4) The student who is requesting an extension is responsible for producing adequate proof. If there are significant changes to the personal situation of the student, particularly any changes that would result in a lapse of entitlement to the extension, the student is obliged to inform the examination committee without delay.
- (5) The extension of deadlines to take examinations, re-sit examinations or complete coursework must not exceed a total of two semesters per examination. The extension of the deadline to complete the program must not exceed the standard period of study, provided there are no legal regulations indicating otherwise.
- (6) The extension of examination deadlines, the preparation period and submission deadlines for coursework, particularly a term paper or master's thesis, are not covered by the subsections listed above. The option of requesting disadvantage compensation in accordance with section 6 remains unaffected.
- (7) When calculating the examination deadlines, section 32 subsection 6 of the Act on Higher Education of the Land of Baden-Württemberg (LHG) must be taken into consideration.

Section 6 – Disadvantage Compensation

- (1) If students, as a result of a special condition or situation within the meaning of section 5 subsection 2, cannot take the respective examination or complete a piece of coursework, in particular due to the form of examination, they can request disadvantage compensation. Students are obliged to submit the request for disadvantage compensation in due time and in writing. In coordination with the respective examiners, the examination committee grants the appropriate disadvantage compensation in order to adhere to the principle of equal opportunities. In coordination with the respective examiners, the examination committee grants the appropriate disadvantage compensation in order to adhere to the principle of equal opportunities. Students with a disability or a chronic illness must submit their request for disadvantage compensation to the commissioner and counselor for students with a disability or a chronic illness. The examination committee is obliged to take the recommendation of the commissioner and counselor for students with a disability or a chronic illness into account in

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their decision-making process.

- (2) A request as outlined in subsection 1 is to be made in due time before the coursework or examination concerned is started. Where it is the responsibility of the student to register for coursework or an examination, the request is to be submitted by the end of the registration period at the latest. If the request is not made in due time in accordance with sentence 1, the extension is only granted if additional requirements according to section 32 LVwVfG are met. If students fail to submit the request for disadvantage compensation in due time, in accordance with sentences 1 or 2, the special circumstances will not be considered for the evaluation of the respective coursework or examination. The possibility to withdraw or de-register from an examination or piece of coursework with a valid reason remains in effect.
- (3) It is the student's responsibility to provide sufficient proof of their special circumstances upon filing the request for disadvantage compensation. If there are significant changes to the special circumstances of the student before or during the claim for disadvantage compensation, particularly any changes that would result in a lapse of entitlement, the student is obliged to inform the examination committee without delay and in writing.

I. Organization and Administration of the Examinations

4. Part: Joint Examination Committee for the Master of Arts in Political Science and the Master of Arts in Sociology

Section 7 – Members, Quorum

- (1) An examination committee is formed. It is composed of a student member, who is not eligible to vote, and three members, who are eligible to vote and of whom at least two have to be university teachers. The members of the examination committee, the chair, and the deputy chair are appointed by the council of the School of Social Sciences.
- (2) The term of office of members who are eligible to vote is three years. The student member's term of office is one year. All members can be reappointed. The term of office commences with the appointment by the school council. The members of the examination committee are in charge until new members are appointed.
- (3) The members of the examination committee are obliged to exercise discretion. If they are not employed in the public service, they are obliged to exercise discretion by the chair of the examination committee in writing. This obligation applies to examination-related facts and matters

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1. that the members were informed about in a non-public meeting and/or that happened to be discussed,
2. that are to be kept secret by law,
3. that were ordered or decided to be kept secret for the public good or in order to protect the legitimate interests of an individual, or
4. that are to be kept secret by their nature.

The obligation to exercise discretion continues after the term of office and includes discussion-related documents.

- (4) The examination committee has a quorum if the chair or the deputy chair and at least another member who is eligible to vote are present. Decisions require a simple majority of votes of the present members. In the event of a tie, the chair has the deciding vote. The meetings of the examination committee are not open to the public. The chair manages the examination committee. The examination committee may entrust the chair with certain tasks.

Section 8 – Competences of the Examination Committee

- (1) The examination committee makes all decisions regarding examinations if, in accordance with these Examination Regulations, neither the chair of the examination committee nor the examiners nor the Student Services are responsible. The examination committee enforces the Examination Regulations. It informs the school about the progress of the examinations on a regular basis. The examination committee makes suggestions regarding reforms of the Examination Regulations and module catalogs.
- (2) All requests must be submitted in writing. The respective students must be informed immediately in writing about any decisions of the examination committee or its chair. If a decision with negative implications for a student is made, the committee must provide them with a reason, including the legal basis and information on rights to appeal. Objections to decisions by the examination committee are to be made in writing, addressed to the examination committee within one month after their announcement. If the committee does not sustain the objection of the student, an official notification about the objection is issued by the member of the President's Office responsible for teaching.
- (3) The members of the examination committee have the right to be present during examinations in the area of their competence. They are to be granted access to all documents relevant for examinations.

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Section 9 – Examiners and Observers

- (1) Only university teachers, auxiliary professors (außerplanmäßige Professor*innen), honorary professors, senior academic staff members (Privatdozent*innen), visiting professors, adjunct lecturers, as well as those academic members of staff who have been appointed by the President's Office in accordance with section 52 subsection 1 sentences 5 and 6 LHG, are authorized to administer coursework and examinations. A person may only act as an observer if they have at least successfully completed a master's degree or an equivalent degree at a higher education institution or are state-certified in the field that the assessed examination relates to.
- (2) The examination committee appoints the examiners. It may entrust its chair with the appointment. For oral examinations according to section 14, the examiner appoints the observer.
- (3) Observers have an advisory role in the examination processes.
- (4) Usually, the responsible teacher of each course is appointed as examiner. The examination committee makes the decision on exceptions. Section 18 subsections 3 and 5 remain unaffected.
- (5) Every examiner may make use of one or several assistants for the correction of examinations or coursework; they ensure competent evaluation and grading.
- (6) Examiners and observers are obliged to exercise discretion in accordance with section 7 subsection 3.

Section 10 – Recognition of Periods of Study, Coursework and Examinations

- (1) Coursework and examinations, as well as periods of study obtained in other degree courses at official or officially recognized higher education institutions in Germany or abroad as well as at "Berufsakademien" (public universities of cooperative education) of the Federal Republic of Germany are recognized provided there is no significant difference between the competences obtained and the coursework or examinations they are to substitute. Section 35 subsection 2 LHG remains unaffected.
- (2) For the recognition of coursework, examinations and semesters completed abroad, agreements between the Federal Republic of Germany and other countries need to be taken into account, such as agreements on equivalencies in higher education (equivalency agreements) and agreements within the framework of university partnerships and double degree programs (cooperation agreements). Furthermore, in case of doubts regarding the equivalency of qualifications, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen, ZAB) can be consulted.

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- (3) Skills and qualifications obtained outside of the higher education sector must be recognized if
- a) the requirements for admission to a higher education institution are fulfilled at the time of recognition,
 - b) the skills and qualifications to be recognized are equivalent to the coursework and examinations to be substituted in terms of content and level, and
 - c) the criteria for recognition were examined as part of an accreditation.
- For recognition, the applicant has to prove that the competences they acquired outside of the higher education sector are comparable to the coursework and examinations to be substituted in terms of content and level. For the decision on the recognition, the form of instruction is to be considered as well. Skills and qualifications obtained outside of the higher education sector may substitute 50 percent of the master's program at most. The regulations for the recognition of coursework and examinations at public universities of cooperative education ("Berufsakademien") in Germany remain unaffected.
- (4) The examination committee decides on the recognition upon written request. It is the student's responsibility to provide the examination committee with the necessary documents for the recognition of coursework and examinations.
- (5) If credits are recognized and the grading systems are similar, the grades must be transferred according to these Examination Regulations and considered for the calculation of the final grade. In order to guarantee a consistent procedure, the examination committee can pass general regulations for the conversion of grades obtained abroad within the limits of the legal provisions. If conversion is impossible because the grading systems differ or the coursework was not graded, the work is simply marked "passed" ("bestanden"). In this case, the coursework or examination will not be included in the final grade. The recognition is indicated in the degree certificate and in the Transcript of Records.
- (6) In case the student takes part in an examination at the University of Mannheim even though they already obtained the respective qualification elsewhere, they automatically waive the right to have the previous qualification recognized.

5. Part: Student Services

Section 11 – Competences of the Student Services

- (1) The Student Services are responsible for the administrative processing of all coursework and examinations, as well as the master's examination.
- (2) In particular, the Student Services

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1. determine and announce registration deadlines, examination dates and rooms,
2. announce the names of the examiners and notify them about the examination,
3. receive applications for admission to examinations and registrations for examinations and re-sit examinations from students,
4. maintain student examination records,
5. supervise all deadlines, especially those specified in these Examination Regulations,
6. receive all objections against decisions of the examination committee,
7. are in charge of technical administration of all examinations and, in cooperation with the School, coordination of supervision for written examinations,
8. inform students about their examination results,
9. issue and hand out official documents, degree certificates and confirmations on coursework and examinations along with attachments.

II. Examination Process

6. Part: Coursework and Examinations

Section 12 – General Provisions; Coursework and Examinations

- (1) The examinations that are to be completed as a part of the master's examination, excluding the master's thesis and the research internship, are assigned to the individual courses within the modules. The composition of modules is listed in the respective subject-specific attachments of these Examination Regulations. The type, form, scope and duration of coursework or examinations, as well as the further content of the individual courses, are defined in the current versions of the module catalogs for the M.A. Political Science and the M.A. Sociology. If, in accordance with the respective module catalog, there are several types and styles of examination to choose from, the responsible examiner is to decide on the type and form for the examination in question in the respective semester. In justified cases and in accordance with the examination committee, the examiner can deviate from the types and forms of examinations listed in the respective module catalog if the type of course requires this. Decisions in line with sentences 4 and 5 are communicated by the examiner via the course catalog and before registration for the respective course starts. After consulting with the students, the examiner may choose a different form of examination.
- (2) An examination as defined in these Examination Regulations involves completing an individual task. Examinations or pieces of coursework which have to be completed successfully as a requirement for admission to an examination (required preliminary coursework) as well as

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additional admission requirements can be defined in the module catalog of the Master of Arts in Political Science and the Master of Arts in Sociology in addition to the regulations given in the respective valid version of these Examination Regulations and the subject-specific attachments. Required preliminary coursework can be defined in line with subsection 1 sentences 4 to 6. The examination committee does not need to be consulted.

Section 13 – Registration and Admission to Examinations; Examination Dates

- (1) Registration is obligatory for all examinations. It is always the student's responsibility to register for the regular examination date. If students fail an examination on the first attempt or this attempt is deemed not taken, they will automatically be registered for the next examination date, or they need to register themselves, depending on the respective examination and chosen examination date. If students fail an examination on the first re-sit examination or this examination or a second re-sit examination are deemed not taken, sentence 3 applies accordingly. Students are not automatically registered for exams taking place in the next semester. Students need to register themselves for their examinations at the Student Services within the registration period that is determined by the Student Services, except if the examination regulations stipulate that students need to register for their exam with their examiner or the examination committee. The Student Services can extend the registration period (late registration).
- (2) After the registration period, an examination registration can only be withdrawn during the withdrawal period determined by Student Services (withdrawal). Once the withdrawal period has ended, registration for an examination attempt is binding. Sentences 1 and 2 also apply to examinations for which students were automatically registered.
- (3) A student is only admitted to an examination, if they
 1. are enrolled in the master's program in Political Science or the master's program in Sociology at the University of Mannheim,
 2. have not lost their eligibility to take examinations in this subject, in another program in a similar field of study or in a subject in a similar field of study of another program, and
 3. meet the special admission requirements set forth in the attachment and meet the requirements for the examination in question set forth in the module catalog, in particular having successfully completed any preliminary coursework.
- (4) The regular examination dates in a semester for the completion of supervised written examinations, supervised digital examinations (on campus), and unsupervised digital examinations (take home), whose time frame for completion is indicated in minutes, must be at the start of the semester break. The alternate examination dates should be before the

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lecture period begins in the following semester, or during the first week at the latest. There must be at least three weeks between announcing results from the examinations taken on the regular dates and the alternate examination dates. In accordance with sentence 1, the alternate examination dates count for the semester in which the regular dates occurred.

- (5) For written supervised written examinations, supervised digital examinations, and unsupervised digital examinations, whose time frame for completion is indicated in minutes, the student can register for the regular or alternate examination dates of their choice. If a student is registered for the regular examination date and de-registers, does not attend or fails the examination, it will be mandatory for them to register for the next possible examination date, provided that the student is eligible for a further examination attempt. If a student is registered for the alternate exam date and de-registers, does not attend or fails the examination, it is the student's responsibility to register for the next possible examination date.

Section 13a – Type and Form of Coursework and Examinations

- (1) Examinations and preliminary pieces of coursework are coursework and examinations:
1. Coursework (SL) as defined in these Examination Regulations is an individual task that is graded by the examiner as either “passed” or “failed”.
 2. Examinations (PL) as defined in these Examination Regulations are individual tasks that are graded by the examiner with a grade in line with section 17.
- (2) Coursework and examinations are usually completed in written, oral, practical, or electronic form.
- (3) The types and forms of coursework and examinations are usually as follows:
- Supervised written examinations, supervised digital examination, written term papers, unsupervised digital take home examinations, oral examinations, digital oral examinations, minutes, project-related papers, reports, presentations, evaluations, posters, websites, exposés, and homework.

According to section 13b, active participation in a course can also be defined as coursework.

Section 13b – Participation in Courses

- (1) In discussion-based courses with a maximum number of 30 participants and in practice-oriented courses, participation can be counted as coursework according to section 13a subsection 1 number 1, if this supports the learning outcome of the course. The examiner will grade participation with “passed” if the student's contributions meet the expectations set by the learning outcome as stipulated in the module catalog actively and without significant limitations (successful participation). This evaluation of the student's achievements is based on the overall

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picture of all contributions of the student regardless of their nature (oral, written, practical, electronic or a combination of these).

- (2) Successful participation is presumed if the student has attended at least 80% of teaching hours. If the student has attended less than 80% of teaching hours, it is presumed that they did not successfully participate in the course, regardless of the reasons for their absence. The sum of the teaching hours is calculated in accordance with the module catalog; if teaching hours are canceled during the semester and not made up for, the sum of the teaching hours serving as a basis for the calculation of successful participation is reduced accordingly. The result of these calculations is calculated to one decimal place and rounded to full hours. In individual cases, these presumptions can be refuted by way of providing an overview of the student's contributions. If the student has not participated successfully, they can formally request the examiner to determine which further contributions they are to make in addition to attendance, provided that these contributions may still lead to a successful participation of the student.
- (3) If the student has attended less than 60% of the teaching hours, successful participation is ruled out, regardless of the reasons for the student's absence. If in such a case the student consults their examiner and the examiner considers successful participation still possible, the refutation of this presumption as well as the determination of the further contributions to be made in addition to participation requires the approval of the competent head of the examination committee.

Section 14 – Oral Examinations and Coursework

- (1) Oral examinations must be conducted in the presence of an examiner and an observer familiar with the field. The examiner conducts the oral examination. As a rule, students are examined individually.
- (2) An oral examination lasts at least 20 minutes and 30 minutes at a maximum.
- (3) The essential contents, the process and the result of each examination must be recorded in minutes. The minutes must be signed by the examiner and the observer. They are part of the examination records.
- (4) Afterward, the student must be informed about the result of the examination by the examiner.
- (5) Oral examinations can be conducted with digital support; oral examinations are considered to be conducted with digital support if not all examiners and examinees attend the examination in person, but via electronic means of communication. In compliance with data protection regulations, the decision according to sentence 1 lies with the examiner or the examination commission of the respective oral examination. Students will be informed of this decision by the beginning of the examination registration period preceding the examination date at the

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latest. The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 15 – Written Coursework and Examinations

- (1) Supervised written examinations and supervised digital examinations may be conducted completely or in part as multiple-choice examinations. The examination questions must provide for reliable examination results. The instructions must clearly convey whether one or several answers may be correct for each question, how the scoring system works, and how many points are required to pass the exam. The examination is passed if the student scores at least 50 percent of the total points. In case the examination is only partly multiple-choice, the regulations of this section apply respectively.

- (2) Students must include a bibliography in all their term papers and project-related papers and submit a signed declaration with the following wording:

“I hereby declare that the paper presented is my own work and that I have not called upon the help of a third party. In addition, I affirm that neither I nor anybody else has submitted this paper or parts of it to obtain credits elsewhere before. I have clearly marked and acknowledged all quotations or references that have been taken from the works of others. All secondary literature and other sources are marked and listed in the bibliography. The same applies to all charts, diagrams and illustrations, as well as to all Internet resources. Moreover, I consent to my paper being electronically stored and sent anonymously in order to be checked for plagiarism. I am aware that the paper cannot be evaluated and may be graded “failed” (“nicht ausreichend”) if the declaration is not made.”

If the declaration is not made, the examination may not be evaluated and graded “failed” (“nicht ausreichend”). For term papers and project-related papers in English, the English declaration must be included.

- (3) Students must receive the evaluation for a written supervised examination taken at an alternate exam date ten weeks after the alternate exam date at the latest.
- (4) In unsupervised digital take home exams (off campus), students demonstrate that they can complete a task or solve a problem independently within limited time, either with or without authorized resources. These examinations can be provided in hard copy or digitally; the completed examination prepared by the students in electronic or handwritten form must be submitted digitally in a way specified by the university and in a file format approved by the university; section 15a subsection 2 remains unaffected. For unsupervised digital take home exams (off campus), a reasonable amount of time for downloading the examination and

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uploading the completed examination is provided in addition to the actual working time that is set in minutes; students are not allowed to work on the examination during this time; it is the responsibility of the students to start the download and upload in a timely manner to ensure that it can be completed within the allocated time frame. If students do not submit examinations within the allocated upload period in accordance with the requirements, this is considered failure to attend the examination (no-show); in this case, the examination is graded with “failed” (5.0 or “nicht bestanden”), unless the student is not responsible for exceeding the upload period. The examination committee is responsible for determining whether the upload period has been exceeded. A handwritten signature is not required for unsupervised digital take home exams (off campus); instead, students must submit a declaration stating that they have completed the examination on their own and have only used the authorized resources. In all other aspects, the regulations on written examinations apply accordingly for unsupervised digital take home exams (off campus), for which a working time is set in minutes. The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 15a – Digital coursework and examinations

- (1) In digital examinations, students demonstrate that they can complete a task or solve a problem independently within a limited time in an examination environment set up by the university, either with or without authorized resources.
- (2) Unsupervised digital take home exams (off campus) and supervised digital examinations (on campus) are digital examinations if the examination questions of the relevant examination are displayed on a computer screen and the answers are entered immediately on this computer. If a relevant examination is not exclusively but partially conducted this way, sentence 1 applies to this part accordingly.
- (3) The regulations of section 32a LHG, in particular regarding examinations with video supervision, remain unaffected.

Section 15b – Obligation to Cooperate During Digitally Supported Examinations

- (1) Digitally supported examination formats within the meaning of this regulation are unsupervised digital take home exams (off campus), supervised digital examination (on campus), digital oral examinations, as well as all examinations in which the work is performed directly on a computer or the submission of the completed examination is done electronically.
- (2) In the case of digitally supported examination formats where the university does not provide supervision at the student’s respective location, students must cooperate in ensuring

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examination security; it is particularly important to guarantee the means of verification that are intended to ensure independent performance in the examinations. Students are to remain in a quiet room throughout the entire examination, including the download and upload period. Any form of contact with other persons during this time is to be prevented; examiners are not considered other persons within the meaning of this regulation. The same applies to technical support staff of the university if they are responsible for the technical support of the respective examination and the contact solely serves to resolve a technical issue.

- (3) If the university does not provide technical equipment for the respective examination, students themselves are responsible to ensure that their technical equipment works properly; they are responsible for making sure that their technical equipment is suitable for the intended purpose in due time before the exam. Section 32b LHG remains unaffected. If the cause for a technical error cannot be clearly determined, students who claim such a technical error can be imposed with the condition to take examinations exclusively on campus and with equipment provided by the university for additional examination attempts and other examinations
- (4) The university is required to provide students with the opportunity to test the environment for examinations with video supervision in accordance with section 32a LHG with regard to its (technical) equipment and facilities. Students are obliged to make use of this opportunity in due time before the examination.
- (5) If digital examinations are conducted on campus and under the supervision of the university, the examiner decides whether students must bring their own device to take the examination or whether a device provided by the university is to be used. If students are permitted to use their own device for examinations within the meaning of sentence 1 and it is necessary to avoid cheating and attempts to cheat, students are required to install a browser specified by the university on their devices, which is to be started in due time before the examination and used throughout the entire examination. If the devices are provided by the university, the prescribed browser is installed by the university; in all other respects, sentence 2 applies accordingly. If students close the prescribed browser during the examination period, the examination is deemed to have been completed without the submission of any work. In cases of hardship, in particular in the event of a sudden defect of their device, students may use a device provided by the university to take the digital examinations referred to in sentence 1. Students who have to use a device provided by the university, must contact the examination coordination of the university in due time before the examination.

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Section 16 – Failing and Redoing Coursework or Retaking Examinations (including Examinations and Preliminary Coursework), Failing the Final Examination Attempt

- (1) Coursework or examinations graded with “failed” (“nicht ausreichend”) or “failed” (“nicht bestanden”) or are regarded as graded with “failed” (“nicht ausreichend”) or “failed” (“nicht bestanden”) are considered failed.
- (2) Coursework or examinations which were done as required preliminary coursework for an examination and subsequently failed may be redone. Failing a related examination in the same semester usually means that the required preliminary coursework must be redone and passed. The examiner of the retake examination decides on exceptions upon request of a student. In accordance with sentence 3, the request is to be submitted in due time and before the examination concerned takes place, otherwise the preliminary coursework is to be redone.
- (3) Failed examinations may generally be retaken once. If the second examination attempt is not successful (re-sit examination), the student can take a second re-sit examination on one occasion at the most during their entire master’s program (extra chance). The master’s thesis is excluded from the regulation stated in sentence 2.
- (4) The failure of an examination is final if the last available attempt at the examination was not passed. In this case, an official notification must be issued by the examination committee.
- (5) Students may not retake an examination that they have passed, e.g. to improve their grades.

Section 17 – Assessment of Coursework and Examinations

- (1) According to section 13a subsection 1, the grades for individual examinations and coursework are determined by the respective examiner. The following grades may be assigned:

1.0	very good ("sehr gut")	an excellent performance
2.0	good ("gut")	a performance which substantially exceeds the average requirements
3.0	satisfactory ("befriedigend")	a performance corresponding to the average requirements
4.0	fair ("ausreichend")	a performance which, in spite of its flaws, suffices to meet the requirements
5.0	failed ("nicht ausreichend")	a performance which does not meet the requirements due to considerable flaws

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Grades may be differentiated by adding or subtracting 0.3. The grades 0.7, 4.3, 4.7 and 5.3 must not be assigned. In cases of doubt, the grades must be rounded down in favor of the student.

- (2) An examination is considered passed if it is graded “fair” (4.0, “ausreichend”) or “passed”. A module is considered passed if each piece of coursework and examination of the courses in the module were passed. If a module consists of several individual examinations in individual courses, the module grade derives from the average of the individual examinations’ grades weighted in ECTS credits that are relevant for the final grade, unless the subject-specific attachment or the respective regulations regarding minors taught at other schools are based on a divergent grading system.
- (3) Grades must be assigned with one decimal. In case of averaged grades, all decimals but the first are dropped without rounding.

Section 17a – Breaches of Procedure

- (1) The examination committee may remedy disturbances of the examination procedure or other breaches of procedure by virtue of office or upon request from a student by deciding on appropriate measures or orders. In particular, the examination committee may order that coursework or examinations must be retaken by all or by individual students or, in case the principle of equal opportunities was violated, grant an extension or impose another appropriate measure of compensation.
- (2) Any disturbances are to be reported immediately by the affected student during the written examination or oral examination:
 1. in case of a written examination to the supervisor,
 2. in case of an oral examination to the examiner, and
 3. in case of any other type of examination to the responsible examiner.

Any other kinds of breaches of procedure are to be reported by the affected student in due time as soon as the student acknowledges a particular breach of procedure. The reports according to sentences 1 and 2 are to be entered into the examination minutes. If the disturbances of the examination procedure or any other kind of breaches of procedure relevant to the evaluation of the respective examination are not reported in due time, they are deemed insignificant.

- (3) If the examination committee did not take measures of compensation in accordance with subsection 3 for a disturbance that occurred during an examination and was reported without

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delay or for other breaches of procedure, or those measures were inadequate, the student must address their request for the necessary measures of compensation to the examination committee in writing immediately after the examination. If the examination consisted of several parts, the request must be made immediately after the relevant part of the examination. The request must not contain any conditions. If the disturbances of the examination procedure or any other kind of breaches of procedure relevant to the evaluation of the respective examination are not reported in due time, they are deemed insignificant.

- (4) In addition to the responsibilities listed in subsection 1, measures to compensate for procedural errors that cannot be postponed can be taken by the examiner, the examination commission or a supervisor of the exam in question. A measure is deemed not to be postponed, when a decision of the examination committee cannot be obtained in time; this applies particularly in case of sudden disruptions of the examination, when waiting for a decision of the committee is not sensible, as the remaining examination seems to be in jeopardy. In case measures are being taken that are deemed not to be postponed, the examiner, the examination commission or the supervisor of the exam in question informs the responsible examination committee without delay about the decisions that were made.

7. Part: Master's Thesis

Section 18 – Scope and Grading of the Master's Thesis

- (1) The master's thesis serves to prove that, whilst being supervised, the student is capable of treating a problem of a special subject area of the field of study within a set period of time applying the standard methods of the respective subject field. Moreover, it aims to prove the student's ability to provide scientifically sound findings and present the results in a linguistically and formally adequate manner. The topic of the master's thesis must allow for the thesis to be completed within the period of time determined in section 9 subsection 2.
- (2) The student must be granted the chance to put forward suggestions for a topic. However, no legal right arises to be assigned the suggested topic.
- (3) The master's thesis must be assigned and supervised by examiners in accordance with section 9 subsection 2. Faculty members of the University of Mannheim from different fields of study may assign a master's thesis as long as it is ensured that a faculty member teaching classes in the respective field of study serves as co-supervisor. The faculty member assigning the master's thesis is the evaluator.
- (4) Upon approval by the examination committee, the master's thesis may be written at an institution other than the university if it is supervised by a faculty member of the University of

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Mannheim teaching classes in the respective field of study.

- (5) The master's thesis must be evaluated by the responsible examiner. Section 17 applies to the grading of the master's thesis. If the thesis is graded "failed" (5.0, "nicht ausreichend"), two additional examiners appointed by the examination committee must be consulted. In case of differing evaluations, the master's thesis is considered passed if the majority of the examiners grade it with at least "fair" (4.0, "ausreichend"). In this case, the grade derives from the arithmetic mean of the individual evaluations, which must be at least "fair" (4.0, "ausreichend"). The master's thesis is failed if the majority of the examiners grade it "failed" (5.0, "nicht ausreichend"). In this case, the grade is "failed" (5.0, "nicht ausreichend"). The student must be informed about the result of the master's thesis four weeks after submission at the latest.
- (6) A master's thesis may be retaken once if it was graded "failed" by the second examiner as well. In this case, the student must register for the master's thesis again within six weeks after having been informed about the result.
- (7) As a rule, the master's thesis must be submitted to the responsible examiner in due time as a PDF document and a single hard copy. Upon submission, a dated declaration signed by the student must be attached. Section 15 subsection 2 applies respectively. The evaluator must inform Student Services about the date of assignment and the topic of the master's thesis, as well as of the date of submission. The Student Services are to add the respective information to their records.

Section 19 – Deadlines for the Master's Thesis

- (1) As a rule, master's theses are assigned on 1 February each year. The master's thesis must be completed and submitted within 21 weeks after the date of assignment. The topic and the supervision are to be designed accordingly.
- (2) Upon a student's written request, the chair of the examination committee may extend the submission deadline once for two months at the longest in case of a valid reason. The request for extension is to be filed as soon as possible and prior to the expiration of the deadline. A written endorsement by the faculty member supervising the thesis is required. The student is obliged to explain in writing why they are not responsible for having to exceed the deadline. The chair of the examination committee may decide whether the extension is granted or not.
- (3) The master's thesis is to be submitted by the end of the fourth semester at the earliest, and not later than by the end of the seventh semester. The student may submit the thesis earlier if the admission requirements according to the subject-specific attachments are met.
- (4) If the student does not register for the master's thesis early enough for it to be completed by

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the end of the seventh semester or if they do not submit it within the set period of time despite having registered on time, the master's thesis is considered written and failed.

8. Part: Degree Completion

Section 20 – Master's Examination

- (1) The master's examination is passed if all the required examinations in accordance with the respective subject-specific attachment of these Examination Regulations including the master's thesis and the research internship have been graded at least "fair" ("ausreichend") or "passed" ("bestanden"). All details in regards to the respective internship are governed by the Internship Regulations.
- (2) Students in the first subject-specific semester have the option of applying for a double degree program. The requirements for double degrees are listed in the respective study regulations. There is no academic leave of absence granted for semesters abroad.

Section 21 – Maximum Period of Study

All examinations that must be completed as a part of the master's examination must be completed within a given time (maximum period of study). In accordance with section 4 subsection 1 sentence 2, the maximum period of study ends three semesters after the standard period of study at the end of the seventh semester, unless the student is not responsible for having exceeded this time. If the student has exceeded the period of study, an official notification is issued by the examination committee.

Section 22 – Final Grade

- (1) *[deleted]*
- (2) The degree's final grade is calculated in accordance with the respective subject-specific attachment.
- (3) In case the final grade is 1.2 or better, the student graduates "with honors" ("mit Auszeichnung bestanden").

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- (4) For the final grade, only the first decimal place is of importance, all other decimal places are eliminated without rounding up or down. The overall grade is with an average of:

1.5 or better	very good ("sehr gut")	an excellent performance
from 1.6 to 2.5	good ("gut")	a performance which is substantially above average requirements
from 2.6 to 3.5	satisfactory ("befriedigend")	a performance corresponding to the average requirements
from 3.6 to 4.0	fair ("ausreichend")	a performance which, in spite of its flaws, suffices to meet the requirements
from 4.1	failed ("nicht ausreichend")	a performance which does not meet the requirements due to considerable flaws

- (5) Prior to having received the final grade, students are given a preliminary average grade that is indicated on the Transcript of Records. The regulations on calculating and indicating the final grade according to the respective subject-specific attachment are also applied to the preliminary average grade.

Section 23 – Failure of the Master’s Examination

The failure of the master’s examination is final, if

1. a final attempt at a piece of coursework or an examination including the master's thesis, which these Examination Regulations and the respective subject-specific attachment have highlighted as being required, has been failed, or
2. an examination deadline was not met for an invalid reason.

Section 24 – Notification of Failure of the Degree

In case of failure of the degree and upon request by the student, the Student Services issue a certificate listing all completed exams and coursework and stating that the failure is final.

Section 25 – ECTS Credits

- (1) In order to receive ECTS credits, coursework or examinations in accordance with the current version of the module catalog need to be completed individually and graded at least “fair” (“ausreichend”) or considered “passed”.
- (2) ECTS credits are awarded in accordance with the subject-specific attachment. ECTS credits may be issued either for whole modules or for single courses of a module.

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- (3) ECTS credits are only issued if the required coursework or examinations for the respective module or course according to the respective subject-specific attachment have been duly registered at the Student Services and completed successfully.

Section 26 – Master’s Degree Certificate

- (1) After successful degree completion, a degree certificate is issued for the student. This comprises:
- a. all modules with the module grades (in words and figures) that count toward the final grade,
 - b. the topic and grade (in words and figures) of the master’s thesis, as well as the name of the evaluator,
 - c. the final grade (in words and figures).

The certificate dates back to the day of completion of the last piece of coursework or examination. If it is not possible to determine this date, the last day of classes of the respective semester serves as the date of completion. The certificate must be signed by the chair or deputy chair of the examination committee.

- (2) An English Diploma Supplement in accordance with the European Diploma Supplement model must be attached to each certificate. A Transcript of Records forms part of the Diploma Supplement comprising all completed modules and the respective coursework and examinations, including the issued credits and grades.

Section 27 – Diploma

- (1) Along with the master’s degree certificate, the student receives a diploma certifying the conferment of the academic degree and comprising the final grade of the degree and/or the honors (“mit Auszeichnung bestanden”) according to section 22 subsection 3. The diploma bears the date of the master’s degree certificate. The diploma is signed by the dean of the school or their deputy and bears the seal of the university.
- (2) The academic degree must only be used after having received the diploma.

9. Part: Withdrawal and Violation of the Examination Regulations

Section 28 – De-registration and Absence

- (1) If a valid reason, especially illness, prevents students from entirely or partially taking an examination, they may request the approval of the reasons for de-registration or withdrawal.

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- (2) The request is to be submitted immediately without undue delay, in written form, to the Student Services office. The examination committee decides on the approval of the request. The student seeking approval is responsible for producing adequate proof. If the student is ill, they must submit a medical certificate to the Student Services. This certificate must include the medical diagnosis which confirms that the student is not able to take the examination. If the student has a child who is sick or a relative who is in need of care, proof of this responsibility is to be submitted.
- (3) The approval of the request is ruled out if the examination result has been published, unless valid proof could not be provided earlier by the student due to reasons beyond their control.
- (4) Should the student not be able to take a mandatory examination for which they registered due to a period of study at a university abroad, this, in particular, will be recognized as a valid reason.
- (5) If the student took an examination whilst being aware of an illness or on the basis of negligent lack of knowledge of an illness, de-registration for this reason cannot be approved. In particular, the criteria for negligent lack of knowledge are met if the student did not react to symptoms of health problems as soon as possible.
- (6) If de-registration is approved, the examination is to be deemed not taken and it will be mandatory for the student to register for the next possible examination date.
- (7) If a request for de-registration is not approved, the request is deemed not made. In this case, the examiner grades an examination handed in by the student in due time; if the student did not hand in an examination in due time, the examination will be graded "5.0" ("nicht ausreichend") or "failed".
- (8) The student may de-register from so-called required preliminary coursework, which is coursework that needs to be completed for admission to an examination, without providing proof of a valid reason. In such cases, admission to the examination must be ruled out for the semester in question, unless, upon request from the student, the examiner responsible allows the completion of different preliminary coursework as an alternative. The request is to be granted if, upon consideration, the significance of preliminary coursework is relative to the reasonable interests of the student. Section 6 remains unaffected.

Section 29 – Cheating and other Misconduct

- (1) If the student manipulates or tries to manipulate their examination by cheating or using unauthorized resources or by influencing the examiner or supervisor in favor of themselves or a third person, the respective or more examinations may be considered "failed" or graded

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“failed” (5.0, “nicht ausreichend”) or the student may be excluded from the examination depending on the severity of violation. In especially severe cases, the student is to be excluded without the option to retake the examination. It is also considered cheating according to sentence 1 if coursework or examinations contain quotations or references from the works of others, which have not been indicated as such by the student.

- (2) When grading term papers or an equivalent, the examination committee and the examiner have the right to use a software to detect plagiarism. Students may be obliged to submit their work to the respective examiner in printed and electronic form. In accordance with section 3 subsection 6 of the Data Protection Act of the Land of Baden-Württemberg, the work must be anonymized before using the plagiarism software.
- (3) If a student tries to have coursework and/or examinations completed abroad recognized on the basis of false information, the coursework or examinations they are to substitute are considered “failed” or graded “failed” (5.0, “nicht ausreichend”). In case of mandatory courses, the coursework or examinations to be substituted must be submitted or taken at the next possible date at the University of Mannheim.
- (4) A student who violates the examination regulations severely, in particular if they disturb the proper course of an examination, they may be excluded from the examination by the examiner or the supervisor. In this case, the respective examination is considered or graded “failed” (“nicht bestanden”/“nicht ausreichend”). In severe cases, the examination committee may exclude the student from taking any further examinations.
- (5) The student may demand that the decisions in accordance with subsection 1 sentence 1 and 2, subsection 3 sentence 1 and subsection 4 sentence 1 are reviewed by the examination committee. The request must be submitted in writing to the examination committee within one week after the student was informed about having failed or after the exclusion took place. The examination committee makes its decision after all persons involved had the chance to make a statement. If the examination committee decides in favor of the student, an already completed examination must be evaluated again. Otherwise, the student must be assigned a new examination date as soon as possible.

Section 30 – Voidness

- (1) In case the student has manipulated an examination by cheating and this fact is revealed after the student has received their master’s degree certificate, the examination committee may revise the result or the respective grade retroactively and declare the examination as failed completely or partially. If the completion of the master’s examination is affected by this, the examination committee may revoke the respective ECTS credits and, if necessary, declare

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the completion of the degree as failed.

- (2) If the requirements to be admitted to an examination were not met without the student's intent to disguise this fact, and if this fact is revealed after the student has received their master's degree certificate, this defect is remedied by having passed the examination. If the student attained their admission illegitimately on purpose, the examination and consequently the degree completion may be considered "failed" ("nicht bestanden").
- (3) The person in question must be granted the chance to comment on the issue prior to the decision.
- (4) Inaccurate master's degree certificates must be recalled. Where applicable, new master's degree certificates must be issued. Along with the inaccurate master's degree certificates, the respective diploma must be recalled if changes to the final grade have to be made or failure of degree completion was declared.
- (4a) After a period of five years starting from the issuance date of the original master's degree certificate, a decision in accordance with subsection 1 or subsection 2 sentence 2 is no longer possible.
- (5) The revocation of the degree is determined by the applicable legal rules and regulations.

Section 31 – Access to Examination Records

- (1) Provided that the examination papers have not been returned to the student, they must be granted access to their examinations upon written request submitted within an appropriate period of time. This includes the master's thesis, the respective evaluation(s) of the examiner(s) and the minutes of each examination.
- (2) The request has to be submitted to Student Services one year after the result of the respective examination was announced at the latest. The Student Services decide on the time and place for accessing the examination papers.
- (3) The examination records are kept at the Student Services of the University of Mannheim for three years.

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III. Final Provisions

Section 32 – Commencement

- (1) These Examination Regulations become effective the day after their announcement in the Bulletin of the President's Office ("Bekanntmachungen des Rektorats") of the University of Mannheim.
- (2) They apply to all students admitted to the degree course M.A. in Political Science or M.A. in Sociology of the School of Social Sciences of the University of Mannheim starting with the fall term 2013/2014.
- (3) At the same time, the Joint Examination Regulations for the degree course Master of Arts (M.A.) of the School of Social Sciences of the University of Mannheim of 9 March 2007 in the respective valid version cease to be effective. However, they still apply to already enrolled students. As an exception, section 10 of the new Examination Regulations (2013) applies to all students of the degree courses M.A. in Political Science and M.A. in Sociology and replaces section 8 of the Joint Examination Regulations of the degree course Master of Arts (M.A.) of the School of Social Sciences of 9 March 2007 in the respective valid version.

Article 2 of the 1st amendment of 26 February 2014 stipulates:

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats). It applies to all students admitted to the degree course M.A. in Political Science or M.A. in Sociology at the University of Mannheim starting with the fall term 2014/2015.

Article 4 of the amendment of 29 June 2015 stipulates:

Section 1 – Scope

- (1) The regulations in article 1 apply to all students of the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology at the University of Mannheim, who study in the Master of Arts (M.A.) in Political Science or Master of Arts (M.A.) in Sociology at the University of Mannheim according to the Joint Examination Regulations for the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

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(2) To all students of the degree course Master of Arts (M.A.) in Political Science at the University of Mannheim who have started the Master of Arts (M.A.) in Political Science at the University of Mannheim since the fall semester 2014/2015 according to the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

(3) To all students of the degree course Master of Arts (M.A.) in Political Science at the University of Mannheim who have started the Master of Arts (M.A.) in Political Science at the University of Mannheim before the fall semester 2014/2015 according to the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

(4) To all students of the degree course Master of Arts (M.A.) in Sociology at the University of Mannheim who study the Master of Arts (M.A.) in Sociology at the University of Mannheim according to the Joint Examination Regulations for the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

(5) Sections 3, 4 and 17 of article1 of this amendment apply to all students, who started the program in accordance with the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) of the School of Social Sciences of 9 March 2007 in the respective valid version which ceased to be effective. The amended sections replace the sections 12a, 12b and 12c of the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) of the School of Social Sciences of 9 March 2007 in the respective valid version which ceased to be effective.

Section 2 – Commencement

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats).

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Article 4 of the amendment of 9 December 2015 stipulates:

Section 1 - Scope; Transitional Regulations

(1) The provisions of article 1 to 3 of this amendment only apply to students of the Master of Arts (M.A.) in Sociology at the University of Mannheim

1. who are studying as of the fall semester 2016/2017 in the first subject-specific semester of the program,
2. who are studying as of the spring semester 2017 in the first or second subject-specific semester of the program,
3. who are studying as of the fall semester 2017/2018 in the first, second or third subject-specific semester of the program
4. as of the spring semester 2018

onwards.

(2) For students who are not affected by the provisions of article 1 to 3 of this amendment, the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim as at 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.), last amended on 29 June 2015 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 17/2015 pp. 7 et seqq.) apply in the respective valid version.

Section 2 – Commencement

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the amendment of 2 June 2017 stipulates:

Section 1 – Scope

The provisions of article 1 apply to all students of the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim who start their studies in the first or higher semester in the Master of Arts (M.A.) in Political Science or Master of Arts (M.A.) in Sociology of the University of Mannheim in accordance with the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the

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University of Mannheim as at 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version from the fall semester 2017/2018.

Section 2 – Commencement

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the amendment of 4 June 2019 stipulates:

Section 1 – Scope

The provisions of article 1 apply to all students of the degree courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim who study the degree courses Master of Arts (M.A.) in Political Science or Master of Arts (M.A.) in Sociology of the University of Mannheim in accordance with the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

Section 2 – Commencement

This amendment becomes effective the day after its announcement in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the amendment of 8 December 2022 stipulates:

Section 1 – Scope

The provisions of article 1 apply to all students of the degree courses Master of Arts (M.A.) in Political Science at the University of Mannheim who have started the Master of Arts (M.A.) in Political Science at the University of Mannheim since the fall semester 2023/2024 according to the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and Master of Arts (M.A.) in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

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Section 2 – Commencement

This amendment comes into effect the day after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 7 of the amendment of 18 December 2023 stipulates:

Section 1 – Scope

Article 1 applies to all students of the master's programs in Political Science and in Sociology according to the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and in Sociology at the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

Section 2 – Commencement

This amendment comes into effect the day after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats) of the University of Mannheim.

Article 2 of the amendment of 16 July 2024 stipulates:

Section 1 – Scope

The provisions of article 1 apply to all students of master's programs according to the Joint Examination Regulations for the Degree Courses Master of Arts (M.A.) in Political Science and in Sociology of the School of Social Sciences of the University of Mannheim of 7 March 2013 (Bulletin of the President's Office (Amtliche Bekanntmachungen des Rektorats) No. 07/2013 Part 3 pp. 7 et seqq.) in the respective valid version.

Section 2 – Commencement

This amendment will come into effect the day after its publication in the Bulletin of the President's Office (Bekanntmachungen des Rektorats).

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Attachments:

- 1) Subject-specific attachment: (M.A.) Political Science**
- 2) Subject-specific attachment: (M.A.) Sociology**

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Subject-specific attachment: Political Science

The degree course is a research-oriented consecutive master's program.

1. Course Contents

The following coursework corresponding to 120 ECTS credits has to be completed:

1. the module Quantitative Methods (10 ECTS credits);
2. the module Game Theory (10 ECTS credits);
3. the module Research Design (8 ECTS credits);
4. the basic module International Politics (8 ECTS credits);
5. the basic module International Political Economy (8 ECTS credits);
6. the basic module Comparative Political Behavior (8 ECTS credits);
7. the basic module Comparative Government (8 ECTS credits);
8. one out of three research modules (24 ECTS credits):
 - a. International Politics (24 ECTS credits),
 - b. Comparative Politics (24 ECTS credits),
 - c. Methods (24 ECTS credits);
9. the Research Internship (8 ECTS credits);
The student may either do an internship or attend a Summer School; details are governed by the Internship Regulations;
10. the Final Module (28 ECTS credits).

2. Special admission requirements

1. For being admitted to the examinations of the research module Methods, students must have passed the module Quantitative Methods.
2. For being admitted to the examination in the Research Internship, students must have passed at least one of the four basic modules.
3. In order to attend the colloquium of the Finale Module, students need to have passed the modules Quantitative Methods, Game Theory and Research Design and the research module chosen.

3. Master's Thesis

The topic of the master's thesis must be developed from the focus of the selected research

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module. In order to be admitted to the Master's Thesis, students need to have passed the modules Quantitative Methods, Game Theory and Research Design and the research module chosen.

4. Grading System

The module grades are calculated from the arithmetic average of all grades considered relevant for the final grade of the respective module.

The final grade is calculated as follows:

1.	Module grade Quantitative Methods	10 ECTS credits	8 %
2.	Module grade Game Theory	10 ECTS credits	8 %
3.	Module grade Research Design	8 ECTS credits	6 %
4.	Module grade of the basic module International Politics	8 ECTS credits	6 %
5.	Module grade of the basic module International Political Economy	8 ECTS credits	6 %
6.	Module grade of the basic module Comparative Political Behavior	8 ECTS credits	6 %
7.	Module grade of the basic module Comparative Government	8 ECTS credits	6 %
8.	Module grade of the research modules International Politics, Comparative Politics or Methods	24 ECTS credits	27 %
9.	Master's Thesis	26 ECTS credits	27 %

5. Course Structure

Module Quantitative Methods

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	VL	Quantitative Methods	PL	Yes	8
1. (HWS)	S	Tutorial Quantitative Methods	SL	No	2
					10

Module Game Theory

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	VL	Game Theory	PL	Yes	8
1. (HWS)	S	Tutorial Game Theory	SL	No	2
					10

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Module Research Design

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	VL	Research Design	PL	Yes	8

Basic module International Politics

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	VL	International Politics	PL	Yes	8

Basic module International Political Economy

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
3. HWS	VL	International Political Economy	PL	Yes	8

Basic module Comparative Government

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	VL	Comparative Government	PL	Yes	8

Basic module Comparative Political Behavior

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	VL	Comparative Political Behavior	PL	Yes	8

Research module International Politics*

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	AS	Advanced Topics in International Politics	PL	Yes	8
3. (HWS)	AS	Advanced Topics in International Politics	PL	Yes	8
3. (HWS)	AS	Advanced Topics in Comparative Politics	PL	Yes	8
					24

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Research module Comparative Politics*

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	AS	Advanced Topics in Comparative Politics	PL	Yes	8
3. (HWS)	AS	Advanced Topics in Comparative Politics	PL	Yes	8
3. (HWS)	AS	Advanced Topics in International Politics	PL	Yes	8
					24

Research module Methods*

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	VL	Advanced Quantitative Methods	PL	Yes	6
2. (FSS)	S	Tutorial Advanced Quantitative Methods	SL	No	2
3. (HWS)	AS	Advanced Topics in Comparative Politics	PL	Yes	8
3. (HWS)	AS	Advanced Topics in International Politics	PL	Yes	8

*Selection of one of three research modules

24

Research Internship

Sem.	Examination	Degree	Relevant for the final grade	ECTS credits
3. (HWS)	Research Internship report	SL	No	8

Final Module

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
4. (FSS)	K	Thesis Colloquium	SL	No	2
4. (FSS)		Examination Master's Thesis	PL	Yes	26
					28

All indications regarding semesters are to be considered as recommendations for the students.

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Abbreviations

Semesters

HWS: fall semester
FSS: spring semester

Types of Courses

VL: lecture
S: seminar
AS: advanced seminar
K: colloquium

Type of Assessment

SL: coursework
PL: examination

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Subject-specific attachment: Sociology

The degree course is a research-oriented consecutive master's program.

1. Course Contents

The following coursework corresponding to 120 ECTS credits has to be completed:

- the module Foundations of Sociological Theory (9 ECTS credits)
- the module Sociological Research Fields (30 ECTS credits)
- the module Cross-Sectional Data Analysis (9 ECTS credits)
- the module Advanced Research Methods (9 ECTS credits)
- the module Research Design (15 ECTS credits) including a Research Internship, which, in accordance with the Internship Regulations needs to comprise six weeks (6 ECTS credits)
- the module Research Project (18 ECTS credits)
- the module Master's Thesis (30 ECTS credits)

2. Participation Requirements

1. Students wanting to attend elective seminars of the module Sociological Research Fields from the area Social Psychology have to prove that they have acquired basic knowledge of Social Psychology corresponding to at least 12 ECTS credits in the course of a preceding bachelor's program or a similar degree course.
2. Students may take the module Master's Thesis once they have attained at least 70 ECTS credits.

3. Possible Restrictions Regarding the Course Offer

If there are not enough students wanting to attend a course (less than three), lectures and seminars might not take place. Students need to take other seminars or lectures. The teacher of the respective course must inform the students and discuss their options to replace the course. The examination committee decides on exceptions.

4. Grading System

The module grades are calculated from the average of all grades considered relevant for the final grade of the respective module weighted in ECTS credits.

PLEASE NOTE:

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The final grade is calculated as follows:

Module grade Foundations of Sociological Theory (9 ECTS credits):	8 %
Module grade Sociological Research Fields (30 ECTS credits):	26 %
Module grade Cross-Sectional Data Analysis (9 ECTS credits):	8 %
Module grade of Advanced Research Methods (9 ECTS credits):	8 %
Module grade Research Design (9 ECTS credits, without Research Internship):	8 %
Module grade Advanced Research Methods (18 ECTS credits):	16 %
Module grade Master's Thesis (30 ECTS credits):	26 %

Course Structure

Module: Foundations of Sociological Theory

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	VL	Foundations of Sociological Theory	PL	Yes	6
1. (HWS)	Ü	Foundations of Sociological Theory	SL	No	3
					9

Module: Sociological Research Fields

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	S	Elective Seminar	PL	Yes	6
2. (FSS)	S	Elective Seminar	PL	Yes	6
2. (FSS)	S	Elective Seminar	PL	Yes	6
3. (HWS)	S	Elective Seminar	PL	Yes	6
3. (HWS)	S	Elective Seminar	PL	Yes	6
					30

Module: Cross-Sectional Data Analysis

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
1. (HWS)	VL	Cross Sectional Data Analysis	PL	Yes	6
1. (HWS)	Ü	Cross Sectional Data Analysis	SL	No	3
					9

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Module: Advanced Research Methods

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	VL	Longitudinal Data Analysis	PL	Yes	6
2. (FSS)	Ü	Longitudinal Data Analysis	SL	No	3
					9

Module: Research Design

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
3. (FSS)	VL	Research Design	PL	Yes	6
3. (FSS)	Ü	Research Design	SL	No	3
3. (FSS)	P	Research Internship	SL	No	6
					15

Module: Research Project

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
2. (FSS)	S	Seminar in Research Methods	PL	Yes	6
2. (FSS)	Ü	Exemplary Empirical Studies	SL	No	3
3. (HWS)	FS	Research Project	PL	Yes	6
3. (HWS)	K	Colloquium	SL	No	3
					18

Module: Master's Thesis

Sem.	Type	Course title	Degree	Relevant for the final grade	ECTS credits
4. (FSS)	K	Thesis Colloquium	SL	No	3
4. (FSS)	K	Master's Forum Day	SL	No	1
4. (FSS)		M.A. Thesis	PL	Yes	26
					30

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Abbreviations:

VL – lecture
S – seminar
Ü – exercise course
FS – research seminar
K – colloquium
P – internship

HWS – fall semester
FSS – spring semester

PL – examination
SL – coursework

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