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STUDY AND EXAMINATION REGULATIONS (Studien- und Prüfungsordnung SPO) OF THE KARLSHOCHSCHULE INTERNATIONAL UNIVERSITY KARLSRUHE FOR THE MASTER COURSE "SOCIAL TRANSFORMATION - POLITICS, PHILOSOPHY, ECONOMICS" AND THE ONE-SEMESTER FULL-TIME COURSE PREMASTER

Version from November 26, 2024

On the basis of § 70 Para. 6 in conjunction with § 8 para. 5 of the Higher Education Act of the German State of Baden-Württemberg (LHG) of 01 January 2005 the version released 13.03.2018 and § 16 para. 2 no. 13 of the Basic Regulations of the Karlsruhochschule International University Karlsruhe, the Senate of the Karlsruhochschule International University has amended the study and examination regulations on 26 November 2024 as follows:

§ 1 Scope of application

- (1) These study and examination regulations apply to the Master degree program "Social TransFormation - Politics, Philosophy, Economics" at Karlsruhochschule International University as well as to the related one-semester full-time course PreMaster.
- (2) All office, function and personal designations in these study and examination regulations refer to all genders in the same way in the sense of equality of treatment, regardless of the language form used; otherwise § 11 paragraph 7 LHG accordingly.
- (3) The program is a consecutive Master program. The PreMaster serves to prepare students for the Master program and, if applicable, to fulfil admission requirements.

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§ 2 Study objectives

Objectives of the Master program "SocialTransformation-Politics, Philosophy, Economics" is the acquisition of the qualification, building on the Bachelor degree, for the competent, ethically reflected assumption of responsibility, particularly in unfamiliar, ambiguous, conflictual and complex leadership and decision-making situations in companies and non-profit organizations in a variety of professional contexts. These contexts can specifically refer to public and private as well as cultural institutions, non-governmental organizations, research organizations, foundations as well as private companies or other institutions.

On this basis, successful graduates are able to network and independently expand their generalist knowledge and skills or ability to act (agency) with their chosen specializations and projects. They are also able to develop, communicate and implement ideas and "policies" independently and with others and to ensure their acceptance. With all the above-mentioned knowledge, as a manager they can not only shape the area of responsibility entrusted to them, but also transform the entire organization and its socio-cultural environment. As a leader in later professional life, graduates are able to organize and justify the legitimacy of tasks and practices and thus contribute to the transformation of their organization and society and its common good in a sustainable way.

An integral part of this objective is the acquisition of the ability to independently carry out projects based on the latest research, right up to the sound analysis and assessment of complex management and decision-making situations with the help of social and cultural science theories and methods.

The PreMaster serves to prepare students for the Master program and, if applicable, to fulfil admission requirements.

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§ 3 Access requirements

The admission requirements are regulated in a separate enrolment regulation.

§ 4 Standard period of study

The standard duration of the Master program is four semesters. The PreMaster comprises one semester.

§ 5 Structure of studies

- (1) The study program is structured in modules. A module in the sense of this SPO is a course unit
 - limited in time
 - coherent in terms of content and/or methodology with regard to the qualification objectives
 - described according to a uniform specification and
 - with ECTS credits according to the time required for successful participation.

- (2) A module consists of one or more courses that are studied as a unit and are usually completed with an integrative examination. The associated examinations are specified in the module descriptions. They are published by the university in good time before each semester.

- (3) The Master program consists of a total of 21 modules as well as the Master thesis including its defense. The modules can be offered as block courses. The compulsory area comprises 14 modules that students must successfully complete in the respective study semesters. Compulsory modules are marked with "M" in the curriculum overview. The elective area includes the elective in the 4th semester, in which students choose either a research focus (module "Special Issue: Transformative Research Project") or a practice focus (module "Internship: Transformative Practice Project"), as well as the specializations, from which two of the offered elective options with three elective modules each must be permanently selected. The elective modules are marked with "CE" in the curriculum overview. The implementation of a specialization

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depends on a minimum number of five participants. The details result from paragraph 9. The module "Internship: Transformative Practice Project" is intended to enable students to apply and transfer the theoretical knowledge acquired in their course of study to practical problems and to scientifically question practical experience. The project study should basically take place in institutes, companies, associations or comparable organizations in functions that correspond to the study objective defined in § 2 and at the same time serve to prepare the Master thesis. The student is responsible for finding a suitable internship and submitting the internship contract. If the student has demonstrably made several unsuccessful attempts and has not found a suitable internship position despite receiving advice, Karlshochschule International University Karlsruhe shall provide a solution. The Internship: Transformative Practice Project is accompanied by courses, supervised by a professor and concluded with an assessment.

- (4) The PreMaster consists of five modules. The details can be found in section 10.
- (5) In addition to the mandatory and compulsory elective modules, students can participate in further modules, including the assessments, at their own choice within the framework of the overall offer.
- (6) Courses and related examinations / course work may be held and completed in whole or in part online. They are held and completed in English.
- (7) Students receive a fixed number of credit points (ECTS credits) for each successfully completed module. The standards for the allocation of ECTS credits to individual modules correspond to the European Credit Transfer and Accumulation System (ECTS). The ECTS credits assigned to a module describe the average amount of work required to successfully complete a module. One ECTS point corresponds to an average workload of 30 hours. The number of credits per semester is 30 ECTS credits.

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- (8) A total of 120 credits points must be achieved for the successful completion of the Master program. For the successful completion of the PreMasters, 30 ECTS credits must be achieved.

- (9) For the Master program, the modular structure of the curriculum with workload (ECTS), contact time (Hours per Semester Week; H/W) (compulsory modules (M) and compulsory elective modules (CE) results from the following curriculum overview.

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Curriculum Overview Master Program "Social Transformation - Politics, Philosophy, Economics

Module Code	Categ.	Title	M/CE*	Semester				Total				Assessment type	Weight
				1	2	3	4	ECTS	H/W	Cont.	Self		
INPA	Pol 1	Introduction Political Action & Agency	M					5	3	42	108	Written Assignment	5.0%
IPHI	Phil 1	Introduction Philosophy of Action	M					5	3	42	108	Essay	5.0%
INEC	Eco 1	Introduction Behavioural Economics	M					5	3	42	108	Project	5.0%
LYPC	Lead 1	Leading Yourself - Personal Capabilities	M					5	3	42	108	Simulation	
ABRA	BRST 1	Approaching Brands: Products & Services, People & Ideas	CE					5	3	42	108	Presentation	5.0%
CRCO	CRIN 1	Creativity in Context	CE					5	3	42	108	Essay	5.0%
CSIC	CCSO 1	Culture and Society in Change - History and Trends	CE					5	3	42	108	Presentation	5.0%
NECU	DIME 1	Network Culture – Digital Culture	CE					5	3	42	108	Learner's Portfolio	5.0%
GLFB	GGTR 1	Globalization From Below	CE					5	3	42	108	Field Study	5.0%
IDTY	HRDI 1	Identity	CE					5	3	42	108	Presentation	5.0%
ASUS	SUUD 1	Approaching Sustainability	CE					5	3	42	108	Essay	5.0%
POSO	Pol 2	Political Practices, Social Movement & Civic Engagement	M					5	3	42	108	Project	5.0%
REPO	Phil 2	Relational Practices and Political Philosophy of Resonance, Resistance & Responsibility	M					5	3	42	108	Written Assignment	5.0%
ALSO	Eco 2	Alternative Organisational & Socio-Economic Practice	M					5	3	42	108	Presentation	5.0%
POCO	Lead 2	Leading Others - Power and Conflict	M					5	3	42	108	Case Study	
BRAS	BRST 2	Brand Storytelling & Addressing Audiences	CE					5	3	42	108	Case Study	5.0%
ICCC	CRIN 2	Innovation, Conflict and Creative Change	CE					5	3	42	108	Presentation	5.0%
PERF	CCSO 2	Creative Constructions - Performance & Performativity	CE					5	3	42	108	Essay	5.0%
MDCD	DIME 2	Managing Digital Communities and Dynamics	CE					5	3	42	108	Essay	5.0%
GTCA	GGTR 2	Global Trade, Challenges & Alternatives	CE					5	3	42	108	Seminar Paper	5.0%
DORC	HRDI 2	Diversity and Organizational Culture	CE					5	3	42	108	Presentation	5.0%
SURD	SUUD 2	Sustainability Urban Development: Conflict & Acceptance	CE					5	3	42	108	Presentation	5.0%
INGO	Pol 3	Integral Political Institutions and Global Governance	M					5	3	42	108	Essay	5.0%
IPWI	Phil 3	Integral, Practical Wisdom & Global Justice	M					5	3	42	108	Seminar Paper	5.0%
IPGE	Eco 3	Integral Pluralist Global Economics	M					5	3	42	108	Written Assignment	5.0%
CIPL	Lead 3	Leading Change - Creativity, Improvisation, Play	M					5	3	42	108	Simulation	
TBST	BRST 3	Transforming Brands & Stories: Trends & Trouble	CE					5	3	42	108	Essay	5.0%
CINN	CRIN 3	Systems of Creativity and Innovation	CE					5	3	42	108	Case Study	5.0%
BEBE	CCSO 3	Leadership for Transformation - Between and Between	CE					5	3	42	108	Seminar Paper	5.0%
DISL	DIME 3	Digital Society Lab Transforming Communities	CE					5	3	42	108	Project	5.0%
GGTF	GGTR 3	Global Governance & Transformation	CE					5	3	42	108	Essay	5.0%
DILE	HRDI 3	Diversity and Leadership	CE					5	3	42	108	Seminar Paper	5.0%
SGDT	SUUD 3	Sustainable Global Development: Transition & Transformation	CE					5	3	42	108	Field Study	5.0%
PTLL	Lead 4	Personal Transformation - Lifelong Learning	M					3	2	28	62	Learner's Portfolio	
SIRP	MAST 4	Special Issue: Transformative Research Project	CE					5	3	42	108	Written Assignment	5.0%
ITTP	MAST 4	Internship – Transformative Practice Project	CE					5				Project	5.0%
RECO	MAST 4	Research Colloquium	M					2	3	42	18	Seminar Paper	
MAST	MAST 4	Master Thesis	M					20				Master Thesis and its defense	20.0%

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- (10) The modules of the PreMasters are determined in consultation with the head of the program and the members of the admissions board and have a scope of 30 ECTS.

§ 6 Exceeding the periods of study

- (1) The entitlement to examinations and admission to the Master program are lost if not all examinations of the program have been successfully completed at the latest three semesters after the end of the standard period of study, unless the student is not responsible for the failure to meet the deadline.
- (2) An extension of the period of study must be granted if the student can prove that he or she was prevented from attending all possible examination dates and was not responsible for the occurrence. In all other respects, the Examination Board shall decide at its dutiful discretion. In the event of illness, proof is provided by submitting a medical certificate; the Examination Board may demand an official medical certificate.

§ 7 Extension of deadlines

- (1) At the request of a student, the maternity protection periods as defined in the law for the protection of the working mother (MuSchG) in its currently valid version must be taken into account accordingly. The application must be accompanied by the necessary evidence. The maternity protection periods interrupt any deadline according to these study and examination regulations; the duration of maternity protection is not included in the deadline.

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- (2) At the request of a student, parental leave may be taken in accordance with the Federal Parental Benefits and Parental Leave Act (BEEG) in its currently valid version under the conditions and within the periods stipulated therein. The application must be submitted no later than four weeks before the intended start of parental leave and must include, in addition to the necessary evidence, a statement by the student as to the period or periods of time for which he or she wishes to take parental leave. Parental leave interrupts any deadline according to these study and examination regulations; the duration of the parental leave is not included in the deadline.
- (3) The period of time required to complete the master thesis cannot be interrupted by the parental leave. The submitted topic shall be deemed not to have been assigned. At the end of the parental leave, the student will be assigned a new topic. However, in justified exceptional cases, the processing time can be extended during parental leave upon application.

§ 8 General requirements for admission to examinations

- (1) Students are permitted to take examinations only if:
 1. they are enrolled for the Master program or the PreMaster program and
 2. they have not lost their entitlement to take an examination in this Master study program or the PreMaster.
- (2) Enrollment in a particular semester shall be deemed to be registration for the module examinations assigned to this semester. The registration can be cancelled (withdrawal) at the latest one week before the start of the processing time or the examination. Further details are regulated by the Examination Board.
- (3) If, despite registration, an examination is not completed on the scheduled submission or examination date, the examination is considered "unsatisfactory" (5.0) in the case of graded examination papers and "failed" in the case of pass/fail examinations, unless the student is not responsible

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for exceeding the processing time or missing the examination date and informs the examinations office of this without delay, submitting the relevant evidence. In the event of illness, proof is provided by presenting a medical certificate; the examinations office may require an official medical certificate.

- (4) Students are not allowed to take examinations during a semester of leave.
- (5) Notwithstanding Paragraph (4), students who take one semester of leave of absence for a semester abroad may have their examination achievements recognized if a Learning Agreement has been concluded beforehand.

§ 9 Examination structure

- (1) The Master examination consists of course-related module examinations as well as the Master thesis including its defense. Module examinations are taken in the PreMaster.
- (2) In module examinations, students demonstrate that they have acquired the qualifications as set out in the relevant module description. Assessment is carried out in a single unit (integrated approach).
- (3) Before the beginning of each semester, students shall be informed of the dates on which the examinations / course work are to be taken and of the examination modalities.

§ 10 Forms of examination

- (1) Forms of study-related examinations are Written Assignment, Seminar Paper, Essay, Learner's Portfolio, Simulation, Presentation, Project, Written Exam, Oral Exam, Case Study, Field Study and Research Project.
- (2) A written assignment [Studienarbeit] is an independently written work that addresses a question of scholarly interest. The written assignment should be between 30,000 and 40,000 characters long, spaces included (+/- 15%). In written assignments, students are called upon to demonstrate their ability to address, in scholarly fashion, a question that corresponds to the qualification goals of the respective module.

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- (3) A seminar paper [Referat] consists of an independently written, in-depth examination of a particular topic from within the working context of the module involved, taking in-to account the relevant scholarly literature on the subject, and includes an oral presentation and a discussion of the work and its results. The written elaboration should range between 16,000 and 24,000 characters in length, spaces included (+/- 15%); taken together, the oral presentation and the discussion of the work total to no more than 20 minutes. In a seminar paper, students demonstrate that they are in a position to deal, in exemplary fashion, with a particular subdiscipline, to structure the topic chosen, to perform research in the relevant scholarly literature and to present findings and results in an oral presentation.
- (4) An essay [Essay] is a critical examination presenting the author's scholarly position on a particular topic. The essay should be between 10,000 and 20,000 characters long, spaces included (+/- 15%). With an essay, students demonstrate that they are in a position to present scholarly positions, weigh these argumentatively against one another, subject these positions to a critical examination, independently develop a position of their own and situate their findings in a larger context.
- (5) A learner's portfolio [Lernportfolio] is a selection of the student's own written works based on previously disclosed criteria; the student uses the learner's portfolio to demonstrate his or her learning progress and level of proficiency at a certain point in time and relative to a defined content. A justification must be provided of how the works were selected, how they illustrate the student's own educational progress, and how they demonstrate achievement of qualification goals. In the learner's portfolio, students are called upon to demonstrate that they have taken responsibility for their learning process and have attained the qualification goals documented in the module description. Depending on the module description involved, the possible elements considered as evidence of successful self-checking of learning progress in the learner's portfolio include work involving a specific application, websites, weblogs, bibliographies, analyses, thesis papers and graphic presentations of a particular set of circumstances or of a particular question. As a rule, the learner's portfolio is 40,000 to 60,000 characters long, spaces included (+/- 15%).

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- (6) A simulation is an associative and reflected game situation for testing personality, leadership and action competences. In a simulation, students demonstrate that they are in a position to systematically present simulated competence experiences using suitable media.
- (7) A presentation is a systematic, structured oral rendition supported visually with ap-proprate media (such as projector, slides, posters, videos), in which a specific topic or results are visualized, summarized and complex contents are cut down to the essentials.
- (8) The project work (Practice Project or Research Project) is a group work in which a defined goal is to be achieved in an interdisciplinary manner in several phases (initiation, problem definition, role allocation, idea generation, criteria development, decision, implementation, presentation, written evaluation) in a specific period of time. In the project work of the practical project, the students should prove that they are able to solve complex tasks from their professional field independently in a team and to prepare them in a suitable form (e.g. case study, event, press conference, board presentation, staff meeting, company publication, etc.) with practical relevance for the client. In the project work of the research project, students should prove that they are able to solve complex tasks in their research field independently in a team and to create suitable scientific products (e.g. publication, editorship, special issue, congress, conference, symposium, etc.). The contribution to be assessed as part of the examination must be clearly recognizable and assessable. This also applies to the individual contribution to the group result. Project work includes a presentation of the results. The essential objects and results of the project work as well as the reasons for the evaluation are to be recorded in a protocol. The result is to be communicated immediately.
- (9) Examinations are written exams carried out under supervision. The duration of examinations is between 60 minutes and 240 minutes, as set out in the respective module description. Students have to prove in examinations that they have acquired the qualifications described in the module descriptions in a limited time period with limited means of assistance.
- (10) An oral examination is an examination in which concrete questions are asked on a specific topic for a limited period of time. Students must demonstrate in

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oral examinations that they have achieved the qualification objectives set out in the module description, that they comprehend the interrelations of the subject area being examined and are able to understand specific issues within these interrelations. The duration of the examination must be between 10 and 20 minutes. A transcript shall be made comprising the essential components and the result of the examination. The result is to be communicated immediately.

- (11) A case study is a written treatment of a specific case study. The duration of the work is 60 hours. In case studies, students should demonstrate that they are able to master an entrepreneurial creative task in a limited amount of time with the help of their analytical knowledge and methodological skills that correspond to the qualification goals.

A field study is a systematic scientific observation under natural conditions in a real life context. With the field study, students demonstrate that they are able to systematically present results from observations in writing and orally using appropriate media.

- (12) Other forms of examination / course work are permitted with the approval of the Examination Board. They must be announced publicly within the University, specifying the evaluation criteria and the prescribed time period, before the beginning of semester.

- (13) The evaluation process for written assessment shall not exceed four weeks.

§ 11 Recognition of study periods and examinations

- (1) Periods of study, course work and examination results obtained in other degree programs at universities in Germany or abroad will be recognized for the master program in accordance with the Lisbon Convention, unless the Karlshochschule proves (determines and justifies) significant differences in the acquired competences.

- (2) Credit transfer should not be based on a schematic comparison, but on an overall assessment and evaluation. For the assessment of periods of study, coursework and examinations at foreign universities, the equivalence agreements approved by the Conference of the Ministers of Education and Cultural Affairs and the Rectors' Conference as well as agreements within the framework of university partnerships must be observed.

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- (3) If periods of study, course work and examination results are credited, the grades - insofar as the grading systems are identical - are to be adopted and included in the calculation of the overall grade. In other cases the remark "passed" will be included. In the diploma supplement, the achievements are shown separately.
- (4) The documents required for credit transfer must be submitted by the students.
- (5) Knowledge and skills acquired outside the higher education system shall be credited up to a maximum of 50 % towards higher education studies, provided that
 - a. at the time of recognition, the requirements for university admission are fulfilled,
 - b. the knowledge and skills to be credited to the higher education course are equivalent in content and level to the study and examination achievements which they are to replace, and
 - c. within the framework of a placement examination, the competences defined in the module descriptions in the qualification and competence objectives are demonstrated at the level described therein by passing the respective module examination.
- (6) The Examination Board will decide on the recognition.

§ 12 Master thesis

- (1) The Master thesis is a written examination. The thesis is intended to show that students are able to work independently on a scientific problem using scientific methods within a specified period of time.
- (2) The processing time of the Master thesis comprises three months and corresponds to a workload of 20 ECTS, including the defense of the Master thesis. The topic, task and scope of the thesis are to be defined by the supervisor in such a way that the deadline for completing the thesis can be complied with. Insofar as this is necessary to ensure equal examination conditions or for reasons for which the person to be examined cannot be held responsible, the processing time can be extended; the decision on this is made by the supervisor in agreement with the chairperson of the examination board. If the thesis is written within the framework of the compulsory internship, the compulsory internship and the processing time of the thesis can be extended to a maximum of 6 months upon application; the decision on this is made by the supervisor in agreement with the chairman of the examination board. In all other respects, the LHG applies in the respective version.
- (3) The thesis is supervised by a full-time professor of Karlsruhochschule International University Karlsruhe. Alternatively, the master thesis can also be supervised by an authorized examiner in accordance with § 23 paragraph 2.
- (4) As a rule, the Master thesis is to be evaluated by two full-time professors of Karlsruhochschule International University Karlsruhe as examiners. One of the examiners (first corrector) should be the supervisor of the thesis. If the supervisor is not a full-time professor of Karlsruhochschule International University, the examination board shall appoint the supervisor as second corrector.

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- (5) The topic of the Master thesis can only be issued once 90 ECTS have been acquired in the Master program.
- (6) The topic of the thesis is allocated by the examination office on application of the student. The application must contain the name and signature of the supervisor and the topic agreed on with the supervisor. A record is kept of the topic and date of allocation. The Examination Board appoints the second evaluator on the basis of the supervisor's suggestion. If the student is not able to find a supervisor, the student can apply for the thesis to be allocated by the Examination Board within the deadline.
- (7) The thesis must be submitted on time and in digital form (Word and PDF format); a record is kept of the date and time of submission. A printed copy shall be submitted to the examination office by letter within one week. Students submitting their thesis must provide a signed declaration that they completed the assignment autonomously and that they only used the sources and means of assistance explicitly acknowledged in the thesis.
- (8) The evaluation process should not exceed six weeks.

§ 13 Defense of the Master thesis

- (1) The defense of the master thesis is an examination. It consists of a presentation of no more than 10 minutes and a discussion of no more than 20 minutes - related to the topic of the thesis. It shall take place before a board of examiners appointed by the Examination Board. As a rule, it consists of two examiners: the first corrector of the master thesis and another examiner to be appointed by the Examination Board. This is the second corrector of the master thesis or a professor of the faculty concerned who is not the examiner of the master thesis. In principle, the examination takes place on site in Karlsruhe, unless one of the examiners has to be connected via electronic communication media for organizational reasons.
- (2) The date of the defense of the master thesis will be determined promptly by the Examination Board upon receipt of the corrected and passed master thesis at the suggestion of the supervisor and the applicant will be informed in writing. The period between this notification and the date of the defense of the

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master thesis should be at least one week. A shorter deadline can only be set in agreement with the student. The date and place of the defense of the master thesis shall be made public.

- (3) The full-time professors of the faculty, the Deans, members of the Examination Board and members of the Presidential Board are invited to attend the defense of the master thesis; they have the right to ask questions. Students are permitted to attend the defense as observers, providing there is sufficient room and subject to the consent of the candidate. The students are not permitted to attend the discussion and announcement of the results.
- (4) The result is to be announced to the examined person following the defense of the master thesis. The essential course of the defense shall be recorded in a transcript.

§ 14 Compensation for disadvantages

- (1) Students with children as well as students with a longer lasting or permanent physical handicap may be allowed to take their examinations within an extended processing time or equivalent examination in another form if it is not possible or not reasonable for them to take the examinations completely or partially in the intended form. For this purpose, the submission of a medical certificate or other suitable evidence may be required.
- (2) Students with a long-term or permanent physical disability should be enabled to make use of the university's services without external support. Insofar as this is necessary to maintain their equal opportunities, they should also be granted, on application, compensation for disadvantages in other matters relevant to the course of study.

§ 15 Repetition of examinations / course work

- (1) The repetition of a passed module examination is not permitted.
- (2) Failed module examinations can be repeated once, usually until the beginning of the following semester.
- (3) In justified individual cases, repeat examinations may be held in a different form from the intended examination with the consent of the chairperson of the Examination Board.
- (4) If the deadline for the retake examination is missed or the retake examination is not passed, it shall be deemed to have been definitively failed and the right to take the examination shall lapse, unless the person to be examined is not responsible for the failure.
- (5) The Examination Board may, in exceptional cases, allow the second repetition of a failed module examination upon written, justified request if the previous academic performance justifies the expectation that the course of study will be successfully completed.
- (6) After the announcement of the examination results, students are informed in writing of the application procedure (form, deadline). Paragraph 4 shall apply accordingly with regard to the deadlines for completing the second repetition. The thesis may only be repeated once.

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§ 16 Assessment of examinations, module grades, overall grade

A Assessment of examinations

- (1) The grades for the individual examinations / course work to be graded are determined by the respective examiners. The following grading scales are to be used:

1	=	very good (outstanding performance)
2	=	good (performance that is significantly above average)
3	=	satisfactory (average performance)
4	=	sufficient (performance that complies with requirements in spite of shortcomings)
5	=	insufficient (performance that does not comply with requirements due to significant shortcomings)

Intermediate values with one decimal place are permissible for the differentiated evaluation of graded academic performances.

- (2) If an examination / course work is graded by several examiners, the grade of the examination / course work is calculated from the arithmetic mean of the grades given by the examiners according to paragraph 1.
- (3) A graded module is successfully completed if the module examination has been assessed with at least "sufficient" (4.0), an ungraded module is successfully completed if the module examination has been assessed with "passed".

B Module grades

- (4) The module grade is calculated from the weighted average of the grades of all corresponding graded examination papers. The weighting is regulated in the module description. This also applies to the master thesis and its defense. Paragraph 1, items 2 and 3 apply accordingly.
- (5) A graded module examination is deemed to have been passed if it has been awarded at least "sufficient" (4.0), an ungraded module examination has been completed if it has been assessed as "passed".

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C Overall grade

(6) The Master examination is passed if the module examinations of all modules and the Master thesis including its defense are passed. Certificates of achievement in additional voluntary modules are not taken into account.

(7) The overall grade is calculated from the weighted average of the module grades and the grade for the Master thesis including its defense. Paragraph 1 items 2 and 3 apply accordingly. The individual module grades and the Master thesis including its defense are weighted as follows within the framework of the overall Master grade:

Each graded module grade is included in the overall grade with the percentage corresponding to the number of ECTS credits assigned to the module. The Master thesis including its defense is included in the overall grade with a percentage of 20 %.

Insofar as study and examination achievements are credited in accordance with § 11 Para. 3 items 2, but are not included in the calculation of the overall grade due to the lack of identity of the grading systems, the weighting of the remaining module grades results in each case from the ECTS points assigned to the module in percent, divided by the total number of ECTS points included in the calculation.

(8) The overall grade is:

- For an average of 1.0 up to and including 1.5
= very good;
- For an average of 1,6 up to and including 2,5
= good;
- For an average of 2.6 up to and including 3.5
= satisfactory;
- For an average of 3.6 up to and including 4.0
= sufficient;
- For an average from 4.1
= insufficient / not sufficient.

(9) For outstanding performance (overall grade at least 1.3), the overall assessment is "passed with distinction".

§ 17 Master Certificate, Master Degree, Master Diploma, Diploma Supplement

- (1) Students who have successfully concluded the master examination are issued a certificate in English. The certificate comprises the module grades, the ECTS credits assigned to the modules, the topic of the master thesis and the overall grade.
- (2) In addition, the Diploma Supplement shall include the distribution of students according to the individual grade results. The reference group for this distribution is all students of the current and the two previous year cohorts of the respective faculty. If the reference group consists of fewer than 25 students, a suitable reference group is formed or the ECTS grading table is not displayed
- (3) The certificate shall bear the date of the day on which the last examination was held. It is signed by the President and by a member of the Examination Board. A German translation of the certificate will be provided on request.
- (4) Karlshochschule International University Karlsruhe awards the higher education degree "Master of Arts" (M.A.) to graduates of the master examination.
- (5) At the same time as the certificate, the diploma for the master's degree with the date of the certificate is handed over. The awarding of the master's degree is certified therein. The diploma is signed by the President and bears the seal of the Karlshochschule International University Karlsruhe.
- (6) In addition, the graduate shall be issued with a "Diploma Supplement" in English, which contains information on the course content, the course of studies and the academic and professional qualifications acquired with the degree. Credit transcripts from additional modules are shown separately.

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- (7) The "Diploma Supplement" bears the date of the certificate and is signed by a member of the examination board.

§ 18 PreMaster's Certificate, Transcript of Records

- (1) Upon successful completion of the PreMasters, the student receives a certificate and a Transcript of Records.
- (2) The student receives a certificate for additional courses.

§ 19 Deceit, breach of regulations

- (1) If the person to be examined attempts to influence the result of his or her examination / course work or that of another person through deception or the use of unauthorized aids, the examiner will mark the examination / course work in question as "insufficient" (5.0).
- (2) Anyone who disturbs the regular process of the examination may be excluded from continuing the examination by the examiner or invigilator; in this case the examination shall be awarded the grade "insufficient" (5.0).
- (3) In serious cases, the Examination Board may exclude the person to be examined from performing further examinations / course works. The person to be examined must be informed immediately in writing of any incriminating decisions, reasons must be given and information on the right of appeal must be provided.
- (4) Written assessments, particularly the written assessments listed in § 10 (2), (3), (4), (5) and (11), must be checked by the respective examiners to determine whether it is plausible that the person being examined has performed them independently. If there are doubts about the authenticity of the achievement, in particular the suspicion that the person being examined has used text generators operating by means of artificial intelligence, the examiner may appoint a subsequent oral examination as in § 10 (10). Once this doubt has been established, the subsequent oral examination should be scheduled immediately. The availability of the person to be examined must be taken into account when scheduling the examination. In the subsequent oral

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examination, it must be checked in particular whether the learning objectives can be fulfilled to the same extent as in the previous written assessment and thus whether it can be made plausible that an actual individual achievement has been made. The final assessment of the module results from the overall assessment of the original examination achievement and the subsequent oral examination.

§ 20 Invalidity of examinations / course work

- (1) If the person to be examined has cheated in an examination / course work and this fact only becomes known after the certificate has been issued, the grade of the examination may be corrected. If necessary, the examination can be declared "insufficient" (5.0) and the associated module examination and the master examination can be declared failed. The same applies accordingly to the thesis and its defense.
- (2) If the requirements for the admission of an examination / course work were not fulfilled without the person to be examined wanting to deceive, and if this fact only becomes known after the certificate has been issued, this deficit shall be remedied by passing the examination / course work. If it was intentionally obtained unjustly that the examination / course work could be completed, the examination can be declared "insufficient" (5.0) and the module examination and the final examination can be declared failed. The same applies accordingly to the thesis and its defense.
- (3) Before a decision is taken, the person to be examined shall be given the opportunity to comment.
- (4) The incorrect certificate shall be withdrawn and, where appropriate, a new certificate shall be issued. Together with the incorrect certificate, the master diploma and the 'diploma supplement' are also to be withdrawn if the master examination was declared failed due to deceit. A decision in accordance with Paragraph 1 is excluded after expiry of a period of five years from the date of the certificate.

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§ 21 Expiry of the entitlement to examination and admission in the Master study program

- (1) The entitlement to examination and admission in the study program expires if
 - a) the repetition of an examination or course work remains without success and a third attempt is not permitted or a permitted third attempt remains without success or
 - b) the person under § 19 is excluded from performing further examination or
 - c) the thesis was not graded with at least sufficient (4.0) even in the repetition or
 - d) the defense of the master thesis was not graded with at least sufficient (4.0) even in the repetition.
- (2) The entitlement to examination and admission in the study program or to the study program also expires if the study contract is effectively terminated.
- (3) The expiration of the entitlement to examination and the admission in the study program must be stated in writing and sent to the student together with instructions on rights of appeal.

§ 22 Expiry of the entitlement to examination and admission to the PreMaster

- (1) The examination entitlement and admission for the PreMaster expires if
 - a) the repetition of an examination / course work remains unsuccessful, and a third attempt is not permitted or a permitted third attempt remains unsuccessful,
 - b) or the person is excluded from taking further examinations in accordance with § 19,
- (2) The right to take examinations and the admission to the degree program or to the study also expire if the study contract is effectively terminated.
- (3) The expiration of the entitlement to examination and the admission for the course of studies must be stated in writing, unless the passing of the PreMasters is not an admission requirement for the Master course of studies and sent to the student together with instructions on rights of appeal.

§ 23 Examiners

- (1) As a rule, the examiner of a course-related examination / course work is the person who has been primarily responsible for the course in the semester in question. If several people have conducted courses within the framework of a module which is uniformly examined, the person responsible for the module shall coordinate the preparation of the examination tasks and their evaluation.
- (2) The examiners can be professors, lecturers or instructors for special assignments, providing they provide instruction at Karlshochschule International University Karlsruhe in the area relevant to the master degree program. In addition, staff members with practical professional and education experience may be appointed if they possess the qualifications tested in the examination or equivalent qualifications. These persons must obtain written authorization to examine from the Examination Board, either for an individual case or for a limited period of time.
- (3) Examiners shall be bound to confidentiality.

§ 24 Examination Board

- (1) A common Examination Board is formed for all study programs at Karlshochschule International University Karlsruhe.
- (2) The Examination Board is responsible for the organization of all examinations / course works and the tasks assigned to it by these examination regulations. It is also responsible for all tasks of these study and examination regulations which are not expressly assigned to another body. It sets the examination dates and ensures that the terms of the study and examination regulations are observed.
- (3) An Examination Office has been established at Karlshochschule International University. In the performance of its duties, the Examination Board shall avail itself of the assistance of the Examination Office.
- (4) The Examination Board has three elected members, including two

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professors and one student member. In addition, the head of the Examination Office and the head responsible for the practical phase of studies are by virtue of position members of the Examination Board, each of the latter without voting rights.

- (5) The members of the Examination Board are appointed by the faculty councils of all faculties of the Karlsruhochschule International University Karlsruhe. The term of office of the elected professorial members is three years, the term of office of the elected student member is one year. Re-election is possible.
- (6) The Examination Board decides by simple majority. In the event of a tied vote, the chairperson has the decisive vote. The regulations of the municipal code of Baden-Württemberg regarding quorum and bias apply accordingly.
- (7) If a member resigns prematurely, a successor shall be appointed for the remaining term of office. Other people may be consulted in an advisory capacity.
- (8) The members of the Examination Board shall elect a chairperson from among their number. The chairperson conducts the operations of the Examination Board.
- (9) The members of the Examination Board are bound to confidentiality.
- (10) Decisions of the Examination Board shall be communicated to the student concerned. Incriminating decisions shall be notified in writing without delay. These decisions shall be accompanied by instructions on the right to appeal.
- (11) The member of the Presidential Board responsible for teaching shall be responsible for deciding on objections in study and examination matters.
- (12) The Examination Board may delegate certain of the tasks assigned to it under these study and examination regulations to the chairperson or another member.

Interim and final provisions

§ 25 Electronic notifications

- (1) The results of examinations / course work can also be published electronically. During lecture times, results are considered to be announced one day after they are available to the person concerned. If the announcement is made outside the general lecture period, the announcement is deemed to have been made on the second day of the next general lecture period.
- (2) Other notifications, notices and requests can also be made electronically. They are to be sent to the e-mail address assigned to the student by the university. The electronic message is deemed to have been received on the day after it was retrievable by the student. They shall be sent to the students at the e-mail address assigned to them by the university. It is assumed that the student has received the electronic message the day after it was sent.

§ 26 Inspection of the examination files

Upon request, the examined persons shall be granted access to their written examination papers, the related corrections or expert opinions and the examination records within one year after completion of each module examination. The application must be submitted to the Examinations Office within one year of completion of the examination procedure for the master examination at the latest.

§ 27 German jurisdiction, applicable law, authoritative version

- (1) According to § 70 Abs. 6 LHG the regulations of the third part of the LHG concerning study, teaching and examinations (§§ 29 - 39 LHG) apply accordingly.
- (2) The German courts are responsible for all legal disputes in connection with these study and examination regulations.
- (3) German law shall apply.
- (4) There is a German and an English version of these study and examination

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regulations. In the event of conflicts of content or difficulties of interpretation, the German text is the authoritative one.

§ 28 Legal validity

These study and examination regulations apply to students who are enrolled in the Master program "Social TransFormation - Politics, Philosophy, Economics" or the PreMaster for the first time from the winter semester 2020/21. These study and examination regulations were passed by the Senate on May 10, 2022, and come into force on the day after publication in the "Public Announcements of Karlshochschule International University Karlsruhe".

Karlshochschule International University

Karlsruhe, November 27, 2024

The President
Prof. Dr. Robert Lepenies

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