

Prüfungsordnung

für den Masterstudiengang

Social Anthropology/Sozialanthropologie (englische Version)

Examination Regulations

for the Master's Programme

Social Anthropology/Sozialanthropologie

at the Westfälische Wilhelms-Universität Münster

of 1st July 2016

**Examination Regulations for the
Master's Programme Social Anthropology/Sozialanthropologie
at the University of Münster
of 1st July 2016**

This is a translation of the original German text and is intended for your information only. Under German law only the official German version of the “Prüfungsordnung für den Masterstudiengang Social Anthropology/Sozialanthropologie an der Westfälischen Wilhelms-Universität Münster vom 1. July 2016” is legally binding. It was published in the *Amtliche Bekanntmachungen* (AB Uni; “Official Announcements”) on 14.07.2016, pp. 1451 - 1484.

In accordance with § 2 Absatz 4 and § 64 Absatz 1 of the Universities Act of the Federal State of North Rhine-Westphalia (*Hochschulgesetz – HG NRW*) in its version of the Higher Education Future Act (*Hochschulzukunftssgesetz*) of 16 September 2014 (GV. NRW. 2014, p. 547), the University of Münster has issued the following Regulations:

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§ 1

Scope of the Examination Regulations

These Examination Regulations apply to the Master's programme Social Anthropology/Sozialanthropologie at the University of Münster.

§ 2

Goal of the Programme and Aim of the Examination

(1) This Master's programme builds on the knowledge acquired in a prior undergraduate degree programme. In addition to conveying the academic fundamentals of the subject of study, it aims to provide students with the knowledge, skills and methods necessary to meet the demands of the professional world in the field of Social Anthropology/Ethnology. Students are thus trained to evaluate complex academic problems in an independent and responsible manner and to put the solutions found to practical use.

From the field of Social Anthropology those issues and theories are taught that will be applicable in research. The programme aims to enable students to position themselves when confronted with cultural and social differences, to approach these differences using research, understanding and ethical responsibility and to present the research results in a publishable form. The basic methodology for this is to compare societies. The aim is to enable students to achieve academic results and to be able to impart them, both within the Humanities and Cultural Sciences and to a broader audience. Thus, students are not only to acquire intercultural competencies for themselves and become sensitised for foreign cultures, but also to be able to impart these findings in a manner relevant to society.

The programme supports empirical research organised by the student which can be undertaken at the place of study or elsewhere, including abroad. The research can serve as the basis for the Master's thesis.

(2) The Master's examination determines whether the students have acquired the necessary knowledge and skills for their prospective professional field, particularly in the areas of research and teaching.

§ 3

Master's Degree

After successfully completing the programme, the student is awarded the academic degree of "Master of Arts" (M.A.).

§ 4

Admission to the Programme

The admissions requirements for this programme are regulated in the current version of the "Admissions Regulations for the Master's Programme Social Anthropology/Sozialanthropologie at the Westfälische Wilhelms-Universität Münster".

§ 5

Administration of the Programme

- (1) The head of the Faculty of History/Philosophy (*Dekan des Fachbereichs Geschichte/Philosophie, FB 08*) is responsible for organising the examinations in the Master's programme. He/she is also responsible for dealing with contested decisions taken during the examination process.
- (2) The head of faculty/the Faculty Office (*Dekanat*) can authorise faculty members to take on tasks related to the organisation of the examinations.
- (3) The head of faculty/the Faculty Office can be contacted via the Examinations Office (*Prüfungsamt*).

§ 6

Admission to the Master's Examination

- (1) Admission to the Master's examination occurs via enrolment in the Master's programme Social Anthropology/Sozialanthropologie at the University of Münster, assuming the student remains enrolled at the University.
- (2) If admission to certain courses depends on specific prerequisite knowledge, this is specified in the module descriptions (see appendix).

§ 7

Standard Duration and Workload, Structure of the Programme

- (1) The standard duration of the programme is two academic years. One academic year consists of two semesters.
- (2) In order to obtain the degree, students must earn a total of 120 credits (*Leistungspunkte, LP*). Academic credit serves as a quantitative measure of a student's overall workload. This includes attending courses as well as time spent on pre- and post-preparation of the course content (i.e. course attendance and self-study time), taking examinations, preparing for examinations, including term papers and the Master's thesis, as well as, if applicable, work placements. One credit is equivalent to 30 hours of academic work. The workload for one academic year thus amounts to 1,800 hours. Consequently, the entire Master's programme has a workload of 3,600 hours. One credit is equivalent to one ECTS (European Credit Transfer System) point.

§ 8

Content of the Programme

- (1) The Master's programme Social Anthropology/Sozialanthropologie consists of the following mandatory modules (see attached module descriptions for more details):
 - Pillar 1: Theoretical Perspectives and Research Fields

- Module 1: Cultural Foundations of Sociality; Module 4: Trans-Cultural Encounters
- Pillar 2: Project Development
 - Module 2: Research Methods I; Module 5: Research Methods II: Project Planning
- Pillar 3: Regional and Thematic Knowledge
 - Module 3: Regional Consolidation; Module 6: Social Anthropological Theories & Ethnographic Representations
- Module 7: Research: Practical or Theoretical
- Module 8: Master's Colloquium
- Module 9: Master's Thesis

(2) Students are required to earn a total of 120 credits (*Leistungspunkte*) to complete the Master's programme, of which the Master's thesis accounts for 25 credits.

§ 9 Types of Courses

- Lectures
- Seminars combined with lectures, in which knowledge is imparted in compact form and the students can expand their skills through presentations and written papers. The ratio of lecture and seminar components depend on topics and student numbers; e-learning units are also possible.
- Seminars in which students hold presentations
- Practical classes for training research methods
- Colloquia

§ 10 Structure of the Programme and the Examination

(1) The programme is divided into modules. These units of instruction are defined in topic, content and duration and lead to partial qualifications which in turn are defined in a learning goal related to the academic objective in question. Modules can consist of courses with different teaching and learning formats. Modules are usually made up of courses offered in one or more semesters and can be from different subjects. In accordance with the module descriptions, students may have a choice of courses within a module.

(2) The Master's examination is taken in cumulative form over the course of the programme. It consists of the degree-relevant examinations of modules as well as the Master's thesis.

(3) A module is successfully completed if all module-related coursework has been completed and all degree-relevant examinations have been passed.

(4) Admission to a module can – in accordance with the module descriptions – depend on certain conditions, in particular the successful completion of one (or several) other module(s).

(5) Admission to a course can – in accordance with the module descriptions – depend on whether the student previously attended another course of the same module or passed a degree-relevant examination of the same module.

(6) The module descriptions specify how frequently each module is offered.

§ 11

Degree-relevant Examinations, Registration

(1) The prerequisites for participation in specific courses are outlined in the module descriptions.

(2) Students are required to pass at least one required set of coursework (*Studienleistungen*) in each module. Such coursework may include written examinations, oral presentations, term papers or practical classes. All required coursework has to be completed in the language determined by the requirements of the respective subject. The instructor announces the language in which the coursework is to be completed at the beginning of the course.

(3) The module descriptions define the structure of modules and determine the number of credits (*Leistungspunkte*) that can be attained in each course. One credit equals a workload of 30 hours.

(4) The module descriptions determine for each module which required coursework forms part of the Master's examination (degree-relevant examinations/*Prüfungsleistungen*). These examinations can be based on single courses, to several courses of one module or to the whole module.

(5) In order to take part in any degree-relevant examination or non-degree-relevant coursework, students must register electronically in advance. The registration deadlines are announced via notice board or electronically. Students may deregister without explanation within the time period provided. The deadlines for registering for final module examinations are announced via notice board.

§ 12

Master's Thesis

(1) The Master's thesis should demonstrate that the student is capable of working independently on a topic from the field of Social Anthropology/Ethnology within a specified period of time in accordance with scholarly methods and is able to document the results appropriately. The thesis can either be handed in as a written text of 60 to 70 pages or as a combination of an ethnological film (20-25 min.) and accompanying essay (25-30 pages).

(2) The topic of the Master's thesis is set and supervised by one of the examiners (see § 14). The student has the right to propose both the choice of topic and supervisor.

(3) Upon receiving the student's application, the topic of the Master's thesis is assigned to the student on behalf of the head of faculty by the Examinations Office. Topics can only be assigned on the condition that the student has already earned a total of 87 credits and has completed Modules 1 to 7. The date of the topic assignment must be put on record.

(4) The Master's thesis must be completed within 5 months. The topic, task and scope of the thesis are to be limited in such a manner that the time allocated will suffice. The student is permitted to change his/her topic only once, and only within one week of having received it.

(5) In substantiated and exceptional cases, the candidate may submit a one-time petition to extend the submission deadline of the Master's thesis by up to four weeks. In serious cases, which would make it difficult or even impossible for the candidate to submit the Master's thesis on time, the deadline may be extended accordingly upon the candidate's request. Possible valid reasons include severe illness of the candidate or immutable technical difficulties. Further valid reasons could be taking care of one's children aged 12 years and under, and nursing or caring for a spouse, a registered civil partner or direct relative or first-degree relative by marriage if they require such care or assistance. The head of faculty/the Faculty Office is responsible for deciding on and granting extensions (see § 12 (5) sentences 1 and 2). Instead of extending the deadline, the head of faculty/the Faculty Office can, with regard to sentence 2, also assign a new topic for the Master's thesis if the candidate was unable to work on the thesis for more than one year in total. In this case, the assignment of a new topic does not count as a second attempt at the Master's thesis in the sense of § 17 (3).

(6) If the head of faculty/the Faculty Office agrees, the Master's thesis may be written in a language other than English. It must include a title page, a table of contents and a list of works and sources cited. All parts of the thesis that contain wording or content taken from other sources must be identified as such and cited accordingly. The candidate must attach a written declaration to the thesis which states that he/she has written the thesis himself/herself, has not used sources and means other than those indicated and has identified all direct quotes. The declaration also applies to tables, sketches, drawings, illustrations etc. The candidate must also include a written declaration consenting to have the thesis stored in a database and compared with other texts and papers to detect possible plagiarism.

§ 13

Acceptance and Grading of the Master's Thesis

(1) Candidates are required to submit two copies of the Master's thesis (typewritten, bound and paginated) as well as one digital version to the Examinations Office by the assigned deadline. The date of submission has to be put on record. If the Master's thesis consists of a written and an audio-visual part, then two copies of the film have to be submitted to the Examinations Office in digital form and sentence 1 applies to the essay. If the Master's thesis is not submitted on time, it is graded as a fail (*nicht ausreichend*, 5.0) (see § 22 (1)).

(2) The Master's thesis must be read and graded by two examiners. One of the examiners should be the person who assigned the topic. The second examiner is appointed by the head of faculty and can be proposed by the candidate. Both grades must conform to

§ 18 (1) and be justified in written form. The overall grade is then determined as the arithmetic mean (see § 18 (4) sentences 3 and 4), provided the difference between the grades is no greater than 2.0. If the difference is greater than 2.0 or if one examiner grades the thesis as a fail while the other grade is at least a pass, then a third examiner is to be appointed by the head of faculty to grade the Master's thesis. In this case, the grade is calculated as the arithmetic mean of the three grades. The grade can only be a pass (4.0) or better, however, if at least two of the examiners grade the thesis with a pass (4.0) or better.

(3) The grading period for the Master's thesis may not exceed eight weeks, or 12 weeks if a third examiner is involved.

§ 14

Examiners and Assessors

(1) The head of faculty/the Faculty Office appoints examiners for the degree-relevant examinations and the Master's thesis; assessors (*Beisitzer*) are appointed for oral examinations.

(2) Any individual who is entitled to serve as an examiner in accordance with § 65 (1) of the Universities Act (*HG NRW*) and who regularly holds relevant courses in the subject of the degree-relevant examination or the Master's thesis can be appointed as examiner. In compelling circumstances the second condition need not be met. The head of faculty is responsible for deciding on exceptions.

(3) Only individuals who hold a relevant *Diplom* or Master's degree or an academic qualification of an equivalent or higher-level degree can serve as an assessor.

(4) Examiners and assessors are independent in their actions.

(5) Oral examinations are conducted by an examiner in the presence of an assessor. Before calculating the grade, the examiner must hear the assessor's evaluation. The key topics and the grade of the oral examination are recorded in minutes which are signed by the examiner and the assessor.

(6) All written degree-relevant examinations are graded by a single examiner.

(7) If an oral or written degree-relevant examination is the third and final attempt, the examination must be graded by two examiners (see § 17 (2)). In this case, the grade is calculated as the arithmetic mean of the two individual grades. § 18 (4), sentences 3 and 4 apply.

(8) Students of the same degree programme may sit in on oral examinations if the candidate does not object. This does not apply to the discussion of the grade and its announcement to the candidate.

(9) For the grading of the Master's thesis, see § 13.

§ 15 Recognition of Required Coursework and Degree-relevant Examinations from other Programmes

(1) Required coursework (*Studienleistungen*) and degree-relevant examinations (*Prüfungsleistungen*) completed within the same programme at other German universities are recognised upon request unless considerable differences concerning the skills to be acquired are apparent. The same applies to required coursework and degree-relevant examinations from other programmes at the University of Münster or other German universities.

(2) On the basis of the recognition under § 15 (1) and upon request by the student, he/she will be allowed to enter the programme at a higher semester. Which semester this will be depends on the ratio of the number of credits (*Leistungspunkte*) acquired by recognition and the overall number of credits available in the degree programme in question. If the first decimal place is lower than five, the student will be placed a semester lower, if it is five or higher, the student will be placed a semester higher.

(3) § 15 (1) and (2) also apply to the recognition of required coursework and degree-relevant examinations completed in state-recognised distance-learning study programmes, in distance-learning units developed by the state of North Rhine-Westphalia together with the other German states or the federal government, at state or state-recognised universities of cooperative education (*Berufsakademien*), in degree programmes at foreign state or state-recognised universities or in further education study programmes (see § 62 of the Universities Act (*HG NRW*)).

(4) The coursework and examinations to be recognised are considered equivalent if they are comparable to those they are to replace with regard to content, workload and level. The determination of equivalence should not be based on a schematic comparison, but rather on an overall assessment. For the equivalence of required coursework and degree-relevant examinations from foreign universities, the equivalence agreements of the Standing Conference of the Ministers of Education and Cultural Affairs of the Federal Republic of Germany and the German Rectors' Conference apply. In the case of doubt concerning equivalence, the Central Office for Foreign Education (*Zentralstelle für ausländisches Bildungswesen*) may be consulted.

(5) If students are allowed to enter the programme at a higher semester after taking a placement examination, they receive academic credit in terms of both required coursework and degree-relevant examinations for the knowledge and the skills they demonstrated in the placement examination. The head of faculty is legally bound by the assessments made in that examination.

(6) Additional skills and qualifications can, if they are comparable regarding both content and level to the coursework or examinations they are to replace, be taken into consideration upon the student's request when documentation is provided.

(7) If external examinations are recognised as degree-relevant examinations and the grading systems are comparable, the grades may be used to calculate part of the final overall grade. In the case of non-comparable grading systems, examinations are marked as passed (*bestanden*). The recognition of the examination is indicated in the degree

certificate. If a module grade cannot be calculated due to the recognition of examinations from a non-comparable grading system, then this module is excluded from the calculation of the final overall grade. Degree-relevant examinations from non-comparable grading systems can only make up 25 % of the overall grade at most.

(8) The student has to provide the documents necessary for deciding on recognition. These documents must contain statements on the knowledge and qualifications that are to be recognised. If coursework and/or examinations from degree programmes are to be recognised, then the examination regulations with module descriptions as well as the individual Transcript of Records or similar document have to be submitted.

(9) The head of faculty is responsible for recognising academic achievement. Before equivalence can be determined, members of staff representing the subjects in question must be consulted.

(10) The student is to be informed about the decision on recognition within four weeks after the application has been made and the required documents have been submitted. If the student's application is rejected, he/she will be informed of the reasons for the decisions in writing.

§ 16

Provisions for Students with Special Needs

(1) If a student can demonstrate that due to disability or chronic illness he/she is partially or entirely unable to complete degree-relevant examinations in their intended form or by the deadlines set forth in these Examination Regulations, the head of faculty must increase the duration of time allocated for completing the examinations, extend examination deadlines or permit the student to complete equivalent examinations more suited to his/her special needs. The same applies to required coursework.

(2) At the student's request, the faculty representative for disabled students must be consulted with regard to decisions according to § 16 (1). If consultation with a representative is not possible within the faculty, the University representative is to be consulted.

(3) Students may be required to submit adequate documentation substantiating their chronic illness or disability. This includes, for example, medical certificates or, if applicable, a disability certificate (*Behindertenausweis*).

§ 17

Passing and Retaking of the Master's Examination

(1) The Master's examination has been passed when the candidate has passed all of the modules in accordance with § 8, § 11 and the module descriptions as well as the Master's thesis with at least a pass grade (4.0; *ausreichend*) (§ 18 (1)). The candidate must have also obtained a total of 120 credits.

(2) Students have three attempts at passing each degree-relevant examination of a module. Degree-relevant examinations cannot be retaken just to improve the grade. If a student has not passed such a module examination within three attempts, he/she is considered to have permanently failed the module.

(3) If the candidate receives a fail grade for the Master's thesis, he/she is granted one more attempt to write the thesis on a newly assigned topic. A third attempt is not allowed. During the second attempt, the topic can only be handed back if the candidate did not make use of this possibility in his/her first attempt.

(4) If the candidate has permanently failed a mandatory module (*Pflichtmodul*) or the Master's thesis or if he/she has permanently failed an elective mandatory module (*Wahlpflichtmodul*) for which no other module can be passed instead, then the Master's examination is considered as permanently failed.

(5) If the candidate has permanently failed the Master's examination, he/she may request a university transcript listing all of the completed coursework/examinations and, if applicable, respective grades. In order to receive a transcript, the candidate must present his/her certificate of exmatriculation (*Exmatrikulationsbescheinigung*) and proof of the completed coursework/examinations. The transcript is signed by the head of the Faculty of History/Philosophy and authenticated with the University seal.

§ 18

Grading of the Individual Examinations, Module Grades and Calculation of the Overall Grade

(1) All degree-relevant examinations receive a grade. The following grades should be used:

1 = <i>sehr gut</i> (excellent)	= an excellent achievement
2 = <i>gut</i> (good)	= a significantly above-average achievement
3 = <i>befriedigend</i> (satisfactory)	= an average achievement
4 = <i>ausreichend</i> (pass)	= an adequate achievement, despite shortcomings
5 = <i>nicht ausreichend</i> (fail)	= an inadequate achievement due to serious shortcomings

Intermediate values may be used to differentiate assessments by raising and lowering the grades by 0.3. The grades 0.7, 4.3, 4.7 and 5.3 are excluded, however. The module descriptions can allow for the grading of coursework not relevant for the degree.

(2) Grades for oral degree-relevant examinations must be communicated to the student and the responsible Examinations Office within a one-week period, the grades for written degree-relevant examinations within an eight-week period.

(3) The candidate receives electronic or written notification of grades obtained for degree-relevant examinations and the Master's thesis. The time of notification must be put on record. Electronic notification occurs via the electronic examination administration system of the University of Münster. If the results of degree-relevant module examinations are communicated in written form, these should be posted in the designated area of the examiner's department. The lists must identify the students who took part in the degree-relevant examinations by their student ID number and include information on legal

remedies available. A student who has not passed a degree-relevant examination after the third attempt receives individual notification which includes information on the legal remedies available to him/her.

(4) For each module, a final overall grade is determined on the basis of the individual degree-relevant examinations assigned to that module. If a module consists of more than one degree-relevant examination, the final overall grade is determined from those grades. The module descriptions specify the weighting of the individual grades. For the calculation of the module grade, all decimal places, except for the first, are deleted without rounding. This results in the following grades:

≤1.5	= <i>sehr gut</i> (excellent)
1.6-2.5	= <i>gut</i> (good)
2.6-3.5	= <i>befriedigend</i> (satisfactory)
3.6-4.0	= <i>ausreichend</i> (pass)
>4.0	= <i>nicht ausreichend</i> (fail)

(5) The grades of the modules and the Master's thesis form the final overall grade. The grade of the Master's thesis accounts for 35 % of the final overall grade. The module descriptions designate the weighting of each module grade with regard to the calculation of the final overall grade. All decimal places, except for the first, are deleted without rounding. This results in the following grades:

≤1.5	= <i>sehr gut</i> (excellent)
1.6-2.5	= <i>gut</i> (good)
2.6-3.5	= <i>befriedigend</i> (satisfactory)
3.6-4.0	= <i>ausreichend</i> (pass)
>4.0	= <i>nicht ausreichend</i> (fail)

(6) In addition to the final overall grade, as determined according to § 18 (5), a grade based on the ECTS grading scale is also calculated.

§ 19

Master's Certificate and Master's Diploma

(1) When a student has successfully completed his/her Master's programme, he/she receives a Master's certificate. This certificate contains the following points:

- a) grade of the Master's thesis
- b) title of the Master's thesis
- c) final overall grade for the Master's examination
- d) time required to complete the Master's programme.

(2) The certificate carries the date of the day of the last degree-relevant examination.

(3) In addition to the certificate, the student receives a diploma of the same date, confirming the conferral of the Master's degree (see § 3).

(4) Both the certificate and the diploma are issued with an English version of the same.

(5) The Master's certificate and the Master's diploma are signed by the head of the Faculty of History/Philosophy and authenticated with the University seal.

§ 20

Diploma Supplement

(1) In addition to the certificate and the diploma, the student receives a Diploma Supplement and a Transcript of Records. The Diploma Supplement contains detailed information about the student's individual study record, courses and modules attended, the required coursework and degree-relevant examinations completed and respective grades, along with the individual subject-related profile chosen by the student in the programme.

(2) The Diploma Supplement is issued in accordance with the recommendations of the German Rectors' Conference.

§ 21

Access to the Examination Files

After completing each degree-relevant examination, students can, upon request, gain access to their examination papers, the examiners' assessments and any examination minutes. Requests must be filed with the head of faculty/the Faculty Office no later than six weeks after the results of the examination are announced. The head of faculty/the Faculty Office stipulates the time and place of access. The same applies with regard to the Master's thesis.

§ 22

Absence, Withdrawal, Deception and Violation of Regulations

(1) A degree-relevant examination is considered a fail (*nicht ausreichend*, 5.0) if the student, for no valid reason, does not appear at the examination on the designated date, or if he/she withdraws for no valid reason after beginning an examination. The same applies if a written degree-relevant examination or the Master's thesis is not completed within the allocated time limit. Examples of valid reasons in particular include illness and maternity leave according to §§ 3, 4, 6 and 8 of the Maternity Protection Act (*Mutterschutzgesetz*) and the Federal Parental Benefit Act (*Bundeselterngeld- und Elternzeitgesetz*), and nursing or caring for a spouse, a registered civil partner, a direct relative or a first-degree relative by marriage if they require such care or assistance.

(2) The reasons for absence or withdrawal according to § 22 (1) must be submitted immediately and substantiated in writing to the head of faculty. In the case of illness, the head of faculty may request a medical certificate (*ärztliches Attest*). If the head of faculty does not accept the reasons given, the student is to be notified in writing. If the student does not receive written notification within a 28-day period, then the reasons have been accepted.

(3) If a student claims illness as the reason for his/her inability to take an examination but there are sufficient indications that make it likely that he/she was, in fact, able to take the examination or that there was a different reason for missing the examination, then the head of faculty can, in accordance with § 63 Absatz 7 Universities Act (*HG NRW*), request a medical certificate (*ärztliches Attest*) issued by a University-appointed doctor (*Vertrauensärztin/Vertrauensarzt*). Such sufficient indications specifically exist if the student has missed four or more examination dates or has withdrawn (see § 22 (1)) from two or more examinations concerning the same degree-relevant examination. The student must be informed of this decision and the reasons for it immediately and be given the names of at least three University-appointed doctors to choose from.

(4) If a student attempts to influence the outcome of a degree-relevant examination or the Master's thesis through dishonest means such as the use of unauthorised material or devices, the examination is regarded as not having been completed and is considered a fail (*nicht ausreichend*, 5.0). Whoever disrupts an examination may, usually after a warning by the invigilator, be excluded from continuing that particular examination. In this case, the degree-relevant examination is not completed and is considered a fail (5.0). In serious cases, the head of faculty/the Faculty Office may exclude the student from the Master's examination entirely, and the Master's examination has then been permanently failed. The reason(s) for exclusion must be put on record.

(5) Adverse decisions must be immediately disclosed to the student concerned by the head of faculty/the Faculty Office in written form. The decision(s) must be justified and accompanied by information on the legal remedies available. Before a decision can be made, the student concerned must be given the opportunity to state his/her case.

§ 23

Invalidity of Individual Examinations

(1) If the student knowingly manipulates the results of a degree-relevant examination or the Master's thesis and if this fact comes to light only after the Master's certificate has been issued, the head of faculty/the Faculty Office can retroactively correct the result and, if applicable, the grades of the degree-relevant examination or the Master's thesis accordingly and declare the examination(s) in part or whole as failed.

(2) If the requirements for the admission to a degree-relevant examination or the Master's thesis were not met and the student had no intention of acting dishonestly and if this fact becomes apparent only after he/she passed the degree-relevant examination in question, the successful completion of the examination rectifies the mistake. However, if the student is found to have deliberately gained admission through wrongful means, the head of faculty/the Faculty Office is responsible for deciding on the legal consequences, subject to the Administrative Procedures Act for North Rhine-Westphalia (*Verwaltungsverfahrensgesetz für das Land Nordrhein-Westfalen*).

(3) If the requirements for admission to a module were not met and the student had no intention of acting dishonestly and if this fact becomes apparent only after he/she passed the module in question, the successful completion of the module rectifies the mistake. However, if the student is found to have deliberately gained admission through wrongful

means, the head of faculty/the Faculty Office is responsible for deciding on the legal consequences, subject to the Administrative Procedures Act for North Rhine-Westphalia.

(4) If the requirements for enrolment in the programme and thus the requirements for admission to the Master's examination were not met and the student had no intention of acting dishonestly and if this fact becomes apparent only after the Master's certificate has been issued, the successful completion of the programme rectifies the mistake. However, if the student is found to have deliberately gained admission through wrongful means, the head of faculty/the Faculty Office is responsible for deciding on the legal consequences, subject to the Administrative Procedures Act for North Rhine-Westphalia.

(5) Before a final decision is made, the student concerned must be heard, i.e. he/she has the right to state his/her case.

(6) The erroneous certificate must be handed back and replaced with a new certificate if necessary. A decision in accordance with § 23 (1), (2) sentence 2, (3) and (4) is excluded after a period of five years after the issue date of the certificate.

§ 24 Deprivation of the Master's Degree

A student may be deprived of his/her Master's degree if it becomes apparent at a later date that the student obtained it through deception or if essential requirements for conferral were erroneously presumed to have been met. § 23 applies accordingly. The head of faculty/the Faculty Office is responsible for such decisions.

§ 25 Coming into Force and Publication

(1) These Regulations (in their original German version) come into force on the day following their publication in the Official Announcements (*Amtliche Bekanntmachungen*) of the University of Münster.

(2) These Regulations apply to all students who began their studies in the Master's programme Social Anthropology/Sozialanthropologie in the winter semester of 2016/17.

(3) Students who enrolled in the Master's programme Anthropology/Social Anthropology before the winter semester 2016/17 may, upon request, transfer to the scope of these Regulations. Such an application has to be submitted to the Examinations Office. The application cannot be taken back. Any required coursework and degree-relevant examinations already completed, including failed attempts, will be transferred, too, in as much as they are comparable.

(4) Completing studies according to the Examination Regulations for the Master's programme Social Anthropology/Social Anthropology of 22 June 2012 (AB Uni 2012/21, pp. 1979 ff.) and the Examination Regulations for the Master's programme Social Anthropology/Ethnology of 14 June 2011 (AB Uni 2011/14, pp. 991 ff.) will only be possible until the winter semester 2020/21. Students who have not completed their studies

successfully by then will be transferred to these Regulations. Any required coursework and degree-relevant examinations already completed, including failed attempts, will be transferred, too, in as much as they are comparable.

Issued (in the original German version) upon resolution by the faculty board of the Faculty of History/Philosophy of the University of Münster (FB 08) on 13 June 2016.

Münster, 01.07.2016

The Rector
Prof. Ursula Nelles

The above Regulations (in their original German version) are hereby announced in accordance with the University of Münster's Regulations on the Announcement of Orders, the Publication of Decisions, and the Disclosure of Statutes (*Ordnung der Westfälischen Wilhelms-Universität über die Verkündung von Ordnungen, die Veröffentlichung von Beschlüssen sowie die Bekanntmachung von Satzungen*) of 8 February 1991 (AB Uni 91/1) as amended on 23 December 1998 (AB Uni 99/4).

Münster, 14.07. 2016

The Rector
Prof. Ursula Nelles

Glossary

assessor	<i>Beisitzer</i>
Central Office for Foreign Education	<i>Zentralstelle für ausländisches Bildungswesen</i>
certificate of exmatriculation	<i>Exmatrikulationsbescheinigung</i>
credit	<i>Leistungspunkt</i>
degree-relevant examination	<i>Prüfungsleistung</i>
disability certificate	<i>Behindertenausweis</i>
elective mandatory module	<i>Wahlpflichtmodul</i>
Examinations Office	<i>Prüfungsamt</i>
faculty	<i>Fachbereich</i>
faculty board	<i>Fachbereichsrat</i>
Faculty Office	<i>Dekanat</i>
German Rectors' Conference	<i>Hochschulrektorenkonferenz</i>

head of faculty *Dekan*
mandatory module *Pflichtmodul*
medical certificate *ärztliches Attest*
required coursework *Studienleistung*
Standing Conference of the Ministers of *Kultusministerkonferenz*
Education and Cultural Affairs of the Federal
Republic of Germany

Translation: Supportstelle Englisch, WWU Münster, 2016