First Amendment
to the Master's Examination Regulations
for the study course International Management & Information Systems
at South Westphalia University of Applied Sciences, Soest campus
dated 12 March 2019

In accordance with § 2 (4) and § 64 (1) of the Law governing the universities of the federal state of North Rhine-Westphalia (Higher Education Act) of 16 September 2014 (GV.NRW.P.547), as amended by Law of 17 October 2017 (GV.NRW.P.806) the following regulations have been accepted as statuses by South Westphalia University of Applied Sciences:

**Article I**

The Master's Examination Regulations for the study course International Management & Information Systems at South Westphalia University of Applied Sciences, Soest campus dated 14 March 2014 (as published in the legal publications of the university Amtliche Bekanntmachung der Fachhochschule Südwestfalen – Verkündungsblatt der Fachhochschule Südwestfalen – dated 31 March 2014) are amended with the following changes:

1. In the Table of Contents, the designation of “§ 9 Consideration of Periods of Study and Examination Results” is changed to “§ 9 Recognition of Examination Results”.

2. In the Table of Contents, “§ 21 Combined Form of Examinations” is to be amended with “§21a Portfolio”.

3. § 9 is to be worded as follows:

“§ 9 Recognition of Examination Results

(1) Examination results achieved in courses at a state or state-accredited university, at a state or state-accredited cooperative education centre, or in study courses at foreign state or state-accredited universities, are to be recognised upon request, if there are no differences concerning the acquired competencies within the academic performances.

(2) It is up to the applicant to provide the necessary information on the performances to be recognised. The burden of proof that a request does not fulfill the requirements for recognition within the meaning of Paragraph 1, shall be heard by the Examination Board.

(3) Decisions on requests within the meaning of Paragraph 1 are to be taken within three months.

(4) Grading into a semester takes place upon the student's request on the basis of the recognition in accordance with Paragraph 1, which number yields from the scope of the recognised ECTS credit points in relation to the overall scope of the in the study course approachable ECTS credit points. If a decimal digit is less than 5, there will be rounded down on complete semesters, otherwise there will be rounded up.

(5) When the desired recognition on the basis of a request within the meaning of Paragraph 1 was denied, the applicant has the right to apply a review of the decision by the Rectorate. The Rectorate shall give the Examination Board a recommendation for a further processing of the request.

(6) If arrangements and agreements of the Federal Republic of Germany with other countries on equivalences in the university context (equivalency agreement) benefit students from foreign countries to the provisions of Paragraph 1, the provisions of the equivalency agreement are advanced.
(7) Agreements on the recognition of periods of study and examination results in terms of the “Learning Agreement” of the European Credit Transfer System are binding.

(8) Study and examination results that have been obtained prior to the beginning of studies by junior students according to § 48 (6) German University and College Act (§48 Abs.6 HG) will be accredited upon request.

(9) The university may recognise further skills and qualifications on the basis of submitted documents upon request, if the skills and qualifications are equivalent in content and level to those they shall replace.

(10) The Examination Board decides upon the recognition referred to in § 1 to § 9, in case of doubt after consultation of the examiner responsible for the modules.

(11) The provisions of § 1 and § 4 apply correspondingly to the assessment within the classification examination according to the Regulations of Entrance Examination and Classification for study courses at South Westphalia University of Applied Sciences. Further details concerning the mode, form and extent of the classification examination are regulated by the Regulations of Entrance Examination and Classification for study courses at South Westphalia University of Applied Sciences.”

4. § 14 (1) is to be worded as follows:

A module examination (ME) is a course-related examination in an individual module, in accordance with the Examination Regulations, usually in the form of an examination paper (§17), a multiple choice examination paper (§18), an oral examination (§19), a written assignment in the form of a seminar paper or project assignment (§20), a combination of any of the afore mentioned examinations or a portfolio (§21a).

5. § 15 (1) is to be worded as follows:

“(1) Admission to module examinations must usually be applied for via the online procedure. In case of technical errors or separate prior notification, the application for admission must be made in writing via the Student Service Office. The deadline shall be fixed by the Examination Board.”

6. § 15 (3) is to be worded as follows:

“(3) The application for admission to a module examination is binding. It can generally be withdrawn via the online procedure without stating reasons and without being credited on the number of possible examination attempts. In case of technical errors or a previous separate notification, the admission is to be requested in written form at the Student Service Office. The following deadlines shall apply for the withdrawal of the admission:

a) The deadline for module examinations in the form of an examination paper (§ 17), a multiple choice examination paper (§ 18), or an oral examination (§ 19) is one week before the examination date.

b) Module examinations in the form of a seminar paper (§ 20), a combined form of examination (§ 21), or a portfolio (§ 21a) can be withdrawn two weeks after the application period for admission. Alternatively, a new topic may be requested once in module examinations in the form of a seminar paper/project assignment (§ 20) or a combined examination (§ 21).”

7. § 15 (6c) is to be worded as follows:

“c) “the candidate has definitely failed a corresponding examination in a course of study "International Management & Information Systems" at a university of applied sciences or in an identical module in another course of study of the Faculty of Electrical Engineering, or has definitely failed the final examination in a course of study with significant similar content to this study course in the area of application of the Basic Law.”

8. § 17 (6) is to be worded as follows:
“(6) In the study courses assessed with credit points, module examinations in the form of written examinations are usually assessed by only one examiner. Examinations which are decisive for the continuation of the studies (third attempt) must be assessed by two examiners. If the two assessments of the examination paper differ, the grade will be calculated by the arithmetic mean of the individual scores. If an examiner assesses the examination result with at least “Fair” and another one with “Fail”, and the arithmetic mean is formed with the result that the examination is considered as failed, a third examiner is to be determined. In this case, the score results from the arithmetic mean of the two better individual scores of the three examiners. In case of Paragraph 5 sent. 5 the assessment of each examiner shall be taken into account according to the previously determined weighting.”

9. § 19 (1) is to be worded as follows:

“(1) For oral examinations, § 17 (2) and (6) apply accordingly.

10. § 20 (1) is to be worded as follows:

“(1) Seminar papers or project assignments are written assignments of usually 4 to 6 pages per ECTS credit point. They are elaborated in the context of a course; furthermore they are amended by a presentation of maximum 45 minutes. In addition to the paper form, a copy must always be submitted in electronic form so that texts and quotations can be extracted for the purpose of plagiarism testing. The medium and format shall be determined by the examiner.”

11. § 21 is amended by § 21a:

“§ 21a Portfolio

(1) A portfolio is an autonomous, written, and oral documentation of the learning process. It comprises the reflection and assessment of the own acquisition of competencies in a module. If necessary, the acquisition of competencies will be reflected in an oral examination by means of the portfolio. The portfolio comprises individual components, e.g. an audit trail, text analysis, presentation, case study, structural design, or written test. The individual components are restricted up to five elements. The written part of the portfolio comprises 5 to 15 pages, the oral part will last 20-30 minutes.

(2) The final composition and notification of the portfolio shall be conducted in writing by the lecturer at the beginning of the course. Furthermore, the lecturer shall inform the students about the weighting of the individual components of the portfolio for the calculation of the score of the module examination. The lecturer may also determine if it is necessary to pass each element or if a compensation of the marks is sufficient for passing the module examination.

(3) A portfolio may also be allowed in the form of a group work, if the parts to be assessed are naming sections, page numbers, or other objective criteria which make possible a clear distinction for the assessment and also, if the requirements according to Paragraph 1 are fulfilled for each student.

(4) The completion time (time from setting until submission of the composition) shall be adapted to the length of the module and shall not exceed one semester.

(5) The assessment of the portfolio shall be based on the written composition and the oral examination as far as such are included.”

12. § 22 (1) is to be worded as follows:

“(1) Modules which are completed with a module examination in the form of a written examination, a multiple choice examination paper, a seminar paper/project assignment or an oral examination may require academic performances in the individual courses. These can be in particular: seminar paper/project assignments, internships, practical exercises, e-learning activities, oral tests, presentations or audit trails. Regular participation can only be compulsory for courses in the form of excursions, language courses, internships and practical exercises. If the type of academic performance is not defined in the Examination Regulations or in the module descriptions, it will be announced by the lecturer at the beginning of each course. After completing the assignments in due time, the academic
performance must be assessed as "passed" or "failed". Prerequisite for the participation in the module examination is the successful participation in all academic achievements required in this module.

13. § 24 (2) is to be worded as follows:

"(2) The practical project can only be started upon application. Admission to the practical project requires that 24 ECTS points have already been obtained in the Master's course "International Management & Information Systems". The application must specify the period, company or institution, the topic to be dealt with and the supervising professor of the Faculty of Electrical Engineering at South Westphalia University of Applied Sciences. The Examination Board decides upon admission to the practical project. This application may only be withdrawn by written notice to the Examination Board, stating good reasons, as long as the practical project has not yet commenced."

14. § 26 (4c) is to be worded as follows:

"c) the candidate in the area of application of the Basic Law has lost the right to examination in a Master's course in "International Management & Information Systems" at a university of applied sciences or in a course of studies with a significant similar content to this course of studies due to his/her final failure to pass".

15. § 27 (5) is to be worded as follows:

"(5) The Master's thesis must be written in English. It must be submitted in duplicate to the Student Service Office or the chairperson of the Examination Board or to a body designated by him or her for this purpose in due time. In addition to the paper form, a copy must always be submitted in electronic form so that texts and quotations can be extracted for the purpose of plagiarism testing. The medium and format shall be determined by the examiner. When submitting the Master's thesis, the candidate must affirm in writing -in a group work according to a candidate's individual share - that it was written independently and that exclusively those sources of citations and aids listed were used. The date of submission of the Master's thesis is to be recorded. If the Master's thesis is sent through postal service the time of posting shall be authoritative. If the Master's thesis is not submitted in due time, it shall be assessed as "Failed."
16. Enclosure 1 is to be worded as follows:

**Enclosure 1: Compulsory Modules**

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<tr>
<th>Module</th>
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<th>ECTS points</th>
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<tr>
<td>Business Marketing Management</td>
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**Article II**

These Regulations will come into effect the day after publication. The admission requirement for the module “Research Methods” applies for the first time to the examinations in the summer semester 2019.

They are published in the public announcement “Amtliche Bekanntmachung der Fachhochschule Südwestfalen – Verkündigungsblatt der Fachhochschule Südwestfalen” of South Westphalia University of Applied Sciences.

They are issued, after review by the Rectorate of South Westphalia University, upon decision of the Faculty Council of the Faculty of Electrical Engineering, dated 12 March 2019.

Iserlohn, 12 March 2019

The Rector
South Westphalia University of Applied Sciences,

Professor Dr. Claus Schuster