



**Examination and Study Regulations
of Ludwig-Maximilians-Universität München
for the master's degree program in Global Public Policy
(2026)**

Of 06. March 2026

Please note that this version is solely intended as a guide for prospective students and for students with little or no knowledge of German.

Only the version of the Examination and Study Regulations officially published in German is legally binding.

On the basis of Art. 9 sentence 1 in conjunction with Art. 80 (1) sentence 1 and Art. 84 (2) sentence 1 of the Bavarian Higher Education Innovation Act (BayHIG), the Ludwig-Maximilians-Universität München issues the following statutes:

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I. General

§ 1

Subject matter of the degree program and purpose of the Master's examination

(1) ¹The consecutive and research-oriented master's degree program in Global Public Policy systematically familiarizes students with national and international comparative public policy research and enables them to analyze the complex interplay of national, European, and international policies. ²The three subject areas "Global and European Public Policy," "Public Policy and Public Administration," and "Research Methods and Research Design" are covered. ³Students acquire in-depth research knowledge and skills and are enabled to independently analyze research questions. ⁴They learn to understand, interpret, and critically discuss challenging research literature. ⁵Students are introduced to the current state of research, reflect on it, and discuss the theories, methods, and topics covered. ⁶In this way, they learn to identify research gaps or problems and to address them systematically through their own project-based research papers. ⁷Finally, they are able to classify and evaluate the results of their research. ⁸Employment opportunities for graduates include political parties, associations, and trade unions, as well as ministries, government agencies, offices, companies, and management consultancies. ⁹In addition, there is also demand for graduates in international organizations, think tanks, non-governmental organizations, and journalism. ¹⁰Due to its research orientation, the master's degree program also enables students to pursue an academic career.

(2) ¹The master's examination (§ 9 (1)), which must be taken during the course of study, constitutes the professional qualification of the master's degree program in Global Public Policy. ²The master's examination determines whether the student has an overview of the subject and is able to critically assess it, has the ability to apply its scientific methods and findings, and has acquired the thorough specialist knowledge necessary for the transition to professional practice.

(3) ¹Key qualifications are also taught as part of the courses in this master's degree program. ²Key qualifications include, in particular

1. the ability to research, evaluate, consolidate, and structure knowledge and information,
2. overview knowledge of relevant areas of expertise in the respective subject,
3. interconnected thinking,
4. organizational and transfer skills,
5. information and media literacy,
6. learning and presentation techniques,
7. Ability to convey knowledge,
8. Teamwork and communication skills, including gender-specific aspects,
9. Language skills, and
10. IT knowledge and skills.

(4) The courses and the associated module examinations and sub-module examinations are held exclusively in English.

§ 2 Academic degree

The Faculty of Social Sciences awards the academic degree "Master of Arts" (abbreviated "M.A.") to those who have successfully completed this master's degree program.

§ 3 Admission requirements

(1) ¹The prerequisite for enrollment in this master's degree program is proof of a professional qualification academic degree comprising at least 180 ECTS credits or an equivalent degree from a German or foreign institution in the subject area of political science or a related subject. ²Further admission requirements may be specified in separate statutes of Ludwig-Maximilians-Universität München.

(2) Whether the admission requirements of paragraph 1 have been met will be decided during the enrollment procedure in consultation with the responsible examination board.

(3) If the requirements of paragraph 1 are not met, participation in module examinations and sub-module examinations shall be deemed not to have taken place, unless subsequent proof of the requirements of paragraph 1 has been expressly admitted and is provided within the specified time limit.

§ 4 Central Student Advisory Services and Academic Counseling

(1) ¹The Central Student Advisory Services at Ludwig-Maximilians-Universität München provides information and advice, particularly on interdisciplinary issues. ²Students should make use of this service, particularly before beginning their studies, when planning to change their degree program, and for all questions relating to admission restrictions.

(2) ¹Academic counseling is carried out by the responsible Academic Advisor at Faculty-Level under the responsibility of the faculty. ²The counseling covers, in particular, questions relating to the content and timing of the curriculum. ³Information on questions relating to examinations, recognition, or credit for academic achievements and examinations is provided in particular by the members of the examination board and/or the examination office.

II. Duration, structure, and course of study

§ 5

Start of studies, standard length of study, weekly hours per semester

- (1) This master's degree program can only be started in the winter semester.
- (2) ¹The standard length of study is four semesters, including the time required to complete the master's thesis. ²A maximum of 32 weekly hours per semester (SWS) are required in total.

§ 6

ECTS credits

- (1) ¹A total of 120 credits according to the European Credit Transfer System (ECTS credits) must be earned in this master's degree program. ²ECTS credits are a quantitative measure of the student's total workload. ³They include both direct instruction in all courses and forms of instruction specified in § 8 (1) sentence 2 and the time spent preparing for and reviewing the course material (classroom and self-study), the effort required for exam preparation, and the exams taken. ⁴One ECTS credit corresponds to a workload of 30 hours, so that the total workload within the standard length of study (§ 5 paragraph 2 sentence 1) per semester is 900 hours and accordingly 30 ECTS credits.
- (2) ¹In each semester, students shall acquire the ECTS credits resulting from Appendix 2/column 18. ²ECTS credits are only awarded for modules that have been passed (§ 10 (4) sentence 2).

§ 7

Modularization and modules

- (1) ¹The program in this master's degree program has a modular structure and is regulated in a binding manner in Appendix 2. ²Empty cells in the tables in Appendix 2 have no regulatory content.
- (2) ¹The master's degree program comprises compulsory and compulsory elective modules. ²Compulsory modules must be completed without exception; students may choose from the compulsory elective modules. ³No more than the required number of compulsory elective modules may be chosen. ⁴A compulsory elective module is selected at the latest by taking the corresponding module examination or sub-module examination; the selection is irrevocable.
- (3) A module refers to a combination of courses that are coordinated in terms of subject matter and timing, as well as a module examination or several sub-module examinations, which are assessed with a number of ECTS credits determined according to § 6 paragraph 1 based on the time and effort required for successful participation.

(4) ¹In accordance with Appendix 2, a module generally extends over one, or at most two, semesters. ²In accordance with Appendix 2/Column 18, the scope of a module is a multiple of three ECTS credits.

(5) ¹Participation in modules is subject to the fulfillment of requirements for admission. ²Further details can be found in Appendix 2/Column 2.

(6) Appendix 2 specifies

1. the modules,
2. their assignment to one or more semesters of study,
3. their admission requirements (Appendix 2/Column 2),
4. the type of modules (compulsory or compulsory elective modules – Appendix 2/Column 3), in the case of compulsory elective modules, additional information on the selection modalities,
5. the abbreviated names of the modules (Appendix 2/Column 4),
6. the names of the modules (Appendix 2/Column 5),
7. the frequency with which the modules are offered (semester or annually) (Appendix 2/Column 6),
8. the ECTS credits to be awarded upon successful completion of the module (Appendix 2/Column 18).

§ 8 Courses

(1) ¹The objectives and content of the program as well as key qualifications (§ 1 paragraph 3) are taught in the courses and teaching formats specified in Appendix 2/Columns 8 and 9. ²In particular, the following courses and teaching formats may be prescribed in Appendix 2/Columns 8 and 9:

1. Lectures,
2. Seminars,
3. Tutorials,
4. Internships,
5. Project Seminars.

(2) The internship (WP 3.1) lasts for a period of four weeks.

(3) All courses are assigned to modules.

(4) ¹This master's degree program consists exclusively of compulsory courses. ²These must be completed without exception.

(5) ¹Participation in courses is subject to the fulfillment of requirements for admission. ²Further details can be found in Appendix 2/Column 7.

(6) Appendix 2 specifies

1. the courses,
2. the type of courses (Appendix 2/Column 3),
3. the frequency of the courses (semester or annual) (Appendix 2/Column 6),

4. their assignment to a module,
5. their assignment to one or more semesters of study,
6. their requirements for admission (Appendix 2/Column 7),
7. the abbreviated names of the courses (Appendix 2/Column 4),
8. the names of the courses (Appendix 2/Column 8),
9. the teaching formats used in the courses (Appendix 2/Column 9),
10. the number of weekly hours per semester (Appendix 2/Column 10),
11. the ECTS credits allocated to the courses (Appendix 2/Column 18).

III. Master's examination

1. Module examinations and sub-module examinations

§ 9

Module examinations and sub-module examinations as components of the master's examination

(1) The master's examination consists of module examinations and sub-module examinations.

(2) ¹Each module concludes with a module examination or a specific number of sub-module examinations in accordance with Appendix 2. ²Once a module examination or sub-module examination has been passed, the ECTS credits assigned to it are recorded in the student's personal account (§ 12). ³If a module examination is set by several course instructors without these being sub-module examinations, the regulations for sub-module examinations shall apply accordingly.

(3) ¹Participation in module examinations and/or sub-module examinations is subject to the fulfillment of requirements for admission. ²Further details can be found in Appendix 2/Column 11.

(4) In the module examination or in the sum of the sub-module examinations of the respective module, the student shall demonstrate that he or she has acquired the knowledge and skills taught in the course or courses assigned to the module in accordance with Appendix 2/Columns 7 to 10.

(5) ¹Appendix 2 specifies

1. the module examinations and sub-module examinations,
2. their assignment to a module and, if applicable, a course,
3. their assignment to a semester of study (standard date or recommendation – Appendix 2/Column 1),
4. their requirements for admission (Appendix 2/Column 11),
5. the type of examination (Appendix 2/Column 12),
6. the examination format (Appendix 2/Column 13),
7. the duration or scope of the examination (Appendix 2/Column 14),
8. the type of assessment (grading or "pass" or "fail" – Appendix 2/Column 15),
9. the grade weighting (Appendix 2/Column 16),

10. the repeatability (Appendix 2/Column 17).

²If several forms of examination with assigned examination duration or scope are specified in Appendix 2/Columns 13 and 14, the course instructor shall determine which of the specified variants is selected and announce this at the beginning of the course. ³The announcement shall be documented and archived by the course instructor.

§ 10

Assessment of module examinations and sub-module examinations

(1) Module examinations and sub-module examinations are assessed or graded as "pass" or "fail."

(2) ¹The grade for a module examination or a sub-module examination is determined by the respective examiner. ²The following grades are to be used for the assessment of module examinations and sub-module examinations:

Grade 1	= "very good"	= Outstanding performance;
Grade 2	= "good"	= Performance significantly above requirements;
Grade 3	= "satisfactory"	= Performance that meets average requirements;
Grade 4	= "adequate"	= Performance that still meets requirements despite its shortcomings;
Grade 5	= "unsatisfactory"	= Performance that no longer meets the requirements due to significant shortcomings.

³For a differentiated assessment of the module examinations and sub-module examinations, the grades may be increased or decreased by 0.3 to intermediate values; the grades 0.7, 4.3, 4.7, and 5.3 are excluded. ⁴If a module examination or sub-module examination is graded by several examiners or if a module examination or sub-module examination consists of several partial examinations (§ 11 paragraph 1 sentence 3), the overall grade for the module examination or sub-module examination is calculated from the arithmetic mean of the individual assessments. ⁵Only the first two decimal places are taken into account. ⁶The grade designation according to sentence 4 is:

for an average up to and including 1.50	= "very good";
for an average of 1.51 to 2.50 inclusive	= "good";
with an average of 2.51 to 3.50 inclusive	= "satisfactory";
with an average of 3.51 to 4.00 inclusive	= "sufficient."

(3) ¹The module grade

1. is calculated for a module examination or for only one graded sub-module examination (§ 9 paragraph 2) from paragraph 2 and
2. is calculated for sub-module examinations (§ 9 (2)) from the arithmetic mean of the individual assessments graded according to Appendix 2/Column 15 and weighted according to Appendix 2/Column 16 in the sub-module examinations belonging to the respective module.

²Unless otherwise specified in Appendix 2/Column 16, the sub-module examinations are included in the arithmetic mean to be calculated in accordance with sentence 1 no. 2 with the ECTS credits assigned to them in Appendix 2/Column 18. ³Paragraph 2 sentences 5 and 6 apply accordingly.

(4) ¹If, within a module, sub-module examinations are successfully completed for more courses than are required to pass the module, only the ECTS credits required to pass the module shall be taken into account when calculating the module grade. ²In order to pass a module, it is necessary to pass the module examination assigned to the compulsory courses or all sub-module examinations in the manner specified in Appendix 2.

§ 11

Passing, failing, and repeating module examinations and sub-module examinations

(1) ¹A module examination or sub-module examination is passed if it has been assessed

1. with "pass" or
2. with at least "sufficient" (4.0).

²Subject to § 31, a module examination or sub-module examination must be passed by the end of the semester specified in Appendix 2/Column 1 at the latest (standard date); information in brackets in Appendix 2/Column 1 are only recommendations. ³A module examination or sub-module examination is passed if, subject to § 31, all required partial achievements have been successfully completed by the end of the semester specified in sentence 2 at the latest.

(2) ¹If Appendix 2/Column 1 contains information in brackets for a module examination or sub-module examination, the end of the fourth semester shall be deemed the standard date. ²This module examination or sub-module examination shall be deemed passed if, subject to § 31, it has been successfully completed by the end of the fifth semester at the latest.

(3) A module examination or sub-module examination is also passed if the requirements of paragraphs 1 and 2 are not met within the period specified therein, but are met within the framework of paragraph 6 or a repeat permitted under these Examination and Study Regulations.

(4) ¹A module examination or sub-module examination is failed if it has been taken in whole or in part but not passed. ²A module examination or module part examination is definitively failed if it has been taken in whole or in part but not passed and there is no longer any possibility of repeating it.

(5) ¹A module examination or sub-module examination is considered to be

1. taken and failed if it has not been successfully completed by the end of the semester specified in paragraph 1, sentence 2, for reasons for which the student is responsible, and

2. definitively failed if it has not been successfully completed at the end of the second semester following the end of the regular term for reasons for which the student is responsible.

²If Appendix 2/Column 1 contains an entry in brackets for a module examination or sub-module examination, this module examination or sub-module examination shall be deemed, (subject to § 31)

1. taken and failed if it has not been successfully completed by the end of the fifth semester for reasons for which the student is responsible, and
2. definitively failed if it has not been successfully completed by the end of the seventh semester for reasons for which the student is responsible.

³Reasons that are supposed to justify exceeding one of the deadlines in sentences 1 and/or 2 must be asserted in writing and substantiated to the Examination Office immediately after they occur. ⁴In the event of illness, a medical certificate must be presented; the presentation of a certificate of incapacity for work is not sufficient. ⁵The Examination Office may, in individual cases or in general, require the submission of a certificate from a public health officer or a certificate from a doctor designated by the Examination Office. ⁶If the reason is accepted, a new date will be set. ⁷In the case of divisible module examinations and sub-module examinations, examination results already available shall be taken into account.

(6) ¹A module examination or sub-module examination that is failed for the first time shall be deemed not to have been taken if it has been completed in full after uninterrupted study of the subject, at the latest by the end of the semester specified as the standard date in paragraph 1, sentence 2, or the semester specified as the standard date in paragraph 2, sentence 1 (free examination attempt). ²Periods of study recognized under these examination and study regulations in the event of a change of university, degree program, or subject are taken into account in the subject studies. ³A semester in which students were on leave of absence (Art. 93 (2) BayHIG in the currently valid version) shall not be taken into account, nor shall periods that meet the requirements of § 31 or in which the respective student was unable to take a module examination or module partial examination for reasons beyond his or her control.

⁴Paragraph 5, sentences 3 to 5 apply according to. ⁵Partial achievements passed within the framework of the free examination attempt are credited. ⁶Module examinations, sub-module examinations, or partial achievements taken within the framework of the free examination attempt can be retaken for a better grade once at the next possible regular date, whereby the better result counts. ⁷Sentences 1 to 6 do not apply to the master's thesis.

(7) Any module examination or sub-module examination that has not been passed may be repeated only once at the next possible regular date, provided that Annex 2/Column 17 specifies "once, next date" as the repeatability, notwithstanding paragraph 6.

(8) A failed module examination or sub-module examination, with the exception of the master's thesis (§ 14), may be repeated once at any regular date, provided that Annex 2/Column 17 specifies "once, any date" as the repeatability, notwithstanding paragraph 6.

(9) Students who have failed a module examination or sub-module examinations

must be given the opportunity to repeat the course or courses associated with this module examination or sub-module examinations before their final attempt to pass this module examination or sub-module examination.

(10) Notwithstanding paragraph 6, it is not possible to repeat a module examination or sub-module examination that has already been passed in order to retake for a better grade.

(11) The grade obtained in a module examination or sub-module examination and the associated ECTS credits may only be counted once in this master's degree program within the meaning of § 6 paragraph 1 sentence 1.

§ 12 Account statements

A personal account is set up at the Examination Office for students enrolled in this master's degree program, in which

1. all passed module examinations and sub-module examinations (§ 11 paragraph 1 to 3), each with the note "passed" or with the grade awarded and the assigned ECTS credits, and
2. all failed module examinations and sub-module examinations (§ 11 paragraph 4 and paragraph 5) with the note "failed" or with the grade awarded are listed.

²At the beginning of each next semester, students shall receive a personal account statement within the meaning of sentence 1 as a notification with information on legal remedies.

2. Special module examinations and sub-module examinations

§ 13 (not applicable)

§ 14 Master's thesis

(1) The master's thesis is a sub-module examination.

(2) The master's thesis should demonstrate that the student is able to work independently on a problem from his or her subject using scientific methods within a specified period of time (paragraph 7).

(3) ¹The master's thesis is under supervision of a person appointed as the primary examiner in accordance with § 24 paragraph 3 No. 3 (supervisor). ²If the master's thesis is to be carried out at an institution outside Ludwig-Maximilians-Universität München, the approval of the chair of the examination board is required.

(4) ¹The procedure for assigning topics and checking requirements for admission shall be announced by the Examination Office in the manner customary for the location during the first two weeks after the start of the penultimate semester for students; an announcement by the Examination Office exclusively on the Internet shall be sufficient. ²The topic and date of issue of the master's thesis shall be recorded by the Examination Office. ³The student may express topic preferences; the supervisor is not bound by these. ⁴The topic may only be returned once and only within two weeks of being assigned. ⁵The order pursuant to § 28 (2) sentence 3 shall be deemed to have been issued; § 28 (3) shall apply accordingly.

(5) ¹The supervisor is obliged to

1. assign the topic of the master's thesis in good time and
2. evaluate the master's thesis in good time

so that the Examination Office receives the assessment no later than two weeks before the end of the student's last semester. ²Sentence 1 no. 2 applies accordingly to a second examiner.

(6) ¹Students who have not been assigned a topic for their master's thesis in a timely manner as defined in paragraph 4, sentence 1, must immediately report to the chair of the examination board. ²The chair of the examination board is obliged to ensure that each student is assigned a topic for their master's thesis.

(7) ¹The processing time for the master's thesis is 23 weeks. ²28 ECTS credits are awarded for the master's thesis.

(8) ¹Two copies of the master's thesis must be submitted to the Examination Office by the deadline; the date of submission must be recorded. ²Upon submission, the candidate must certify in writing that they have written the thesis independently and have not used any sources or aids other than those specified. ³The examination board may require, either generally or in individual cases, that the master's thesis be submitted additionally or exclusively in electronic form, and may specify technical requirements for this purpose. ⁴If the examination board requires that the master's thesis be submitted exclusively in electronic form, § 18 paragraph 6 shall apply accordingly to.

(9) ¹The master's thesis shall be assessed by the supervisor of the master's thesis (paragraph 3, sentence 1). ²Master's theses that are to be assessed as "failed" shall be assessed by a second examiner (§ 24 paragraph 3 no. 3).

(10) ¹If the master's thesis is graded lower than "sufficient" (4.0), it may be repeated once at the next possible regular date. ²However, the topic of the master's thesis may only be resubmitted within the period specified in paragraph 4, sentence 4 if the student did not make use of this option when writing their first thesis.

§ 15
(not applicable)

3. Types of examinations

§ 16

Oral module examinations and sub-module examinations

(1) ¹Oral module examinations and sub-module examinations are intended to enable students to demonstrate that they understand the interrelationships within the examination area and are able to classify specific questions within these interrelationships. ²Furthermore, it should be determined whether the student has basic knowledge according to the level of the master's program.

(2) The duration of the oral module examinations or sub-module examinations for each examinee is specified in Appendix 2/Column 14.

(3) ¹The main topics and results of the oral module examinations and sub-module examinations must be recorded in a protocol. ²The result must be communicated to the student immediately after the oral module examination or sub-module examination.

(4) ¹Oral module examinations and sub-module examinations may, subject to the approval of the examination board, also be held by video conference in exceptional cases under the following conditions, which ensure a proper examination procedure:

1. Examiners, observers, and the examinee have agreed to the procedure in writing in advance.
2. To ensure equal opportunities and to prevent cheating, at least one examiner or observer must be physically present throughout the entire examination in a room specified by the examination board, in which the examinee is also located.
3. The camera and microphone functions of the communication devices used for the examination shall not be activated for the purpose of authenticating or monitoring the examinee.
4. Electronic recording of the examination or other storage of image or sound data is not permitted.

²If the image or sound transmission is temporarily disrupted during the examination, the examination shall be continued after the disruption has been remedied. ³If the technical disruption has a duration so that the examination cannot be continued properly, the examination shall be repeated at a later date.

§ 17

Exams and other written supervised work

(1) ¹In written exams and other written supervised work, students should demonstrate that they are able to solve problems and work on topics using the standard methods of their subject, based on the necessary fundamental knowledge, within a limited time and with limited resources. ²Students may be given a choice of topics; however, they are not entitled to this.

(2) The duration of exams and other supervised written assignments is specified in Appendix 2/Column 14.

(3) ¹Written module examinations and sub-module examinations may also be conducted in whole or in part in such a way that the examinee must indicate which of the suggested answers provided with the examination questions he or she considers to be correct (multiple-choice procedure). ²The exam questions must enable reliable exam results. ³All examinees must be given the same exam questions. ⁴When setting the exam questions, it must be specified which answer options are recognized as correct. ⁵The examination questions must be checked by the question setters before the examination results are determined to ensure that they do not contain any errors in relation to the requirements of sentence 2. ⁶If this check reveals that individual examination questions are incorrect, these questions must not be taken into account when determining the examination results. ⁷The number of examination questions for the individual module examinations and sub-module examinations shall be reduced accordingly. ⁸When assessing the written module examination or sub-module examination in accordance with paragraph 4, sentence 1, the reduced number of examination questions shall be taken as a basis. ⁹The reduction in the number of examination questions must not be to the detriment of any candidate.

(4) ¹Written module examinations and sub-module examinations in accordance with paragraph 3, sentence 1, which consist of single-choice questions (exactly one of a total of n answer options is correct – "1 out of n"), shall be deemed to have been passed if

1. the examinee has answered at least 60 percent of the examination tasks correctly, or
2. the examinee has answered at least 50 percent of the examination questions correctly and the number of examination questions answered correctly by the examinee is not more than 15 percent below the average examination performance of examinees who took the examination for the first time.

²If sentence 1 no. 2 is applied, the vice dean (students) must be informed. ³If the examinee has achieved the minimum number of correctly answered examination tasks required to pass the examination in accordance with sentence 1, the grade shall be

1. "very good" if they have achieved at least 75 percent,
2. "good" if they have achieved at least 50 but less than 75 percent,
3. "satisfactory" if they have achieved at least 25 but less than 50 percent,
4. "sufficient" if they have achieved none or less than 25 percent

of the additional examination tasks correctly answered.

(5) ¹For examinations pursuant to paragraph 3, sentence 1, which consist of multiple-choice questions (an unknown number x between zero and n of a total of n possible answers is correct – "x out of n"), paragraph 4 shall apply with the proviso that instead of the ratio of correctly answered exam questions to the total number of exam questions, the ratio of the total raw points achieved by the examinee to the maximum achievable score shall be decisive. For each multiple-choice question, a score is determined that according to the number of possible answers (n) can be multiplied by a weighting factor for the individual multiple-choice question. ³The examinee receives a base score for a multiple-choice question, which is according to the evaluation score if the answer choices selected by the examinee completely match the answer choices recognized as correct. ⁴One point is awarded for the base score for each

match between a possible answer selected or not selected by the examinee and a possible answer recognized as correct or incorrect. ⁵If a response option recognized as correct is not selected by the examinee, or if a response option not recognized as correct is selected by the examinee, one minus point is awarded for the base score. ⁶The base score for a multiple-choice question cannot be less than zero points. ⁷The raw points are calculated by multiplying the base score by the respective weighting factor of the multiple-choice question. ⁸The maximum total score achievable is calculated by adding together the products of all scores and the respective weighting factors of all multiple-choice questions.

(6) In the case of written module examinations or sub-module examinations that are only partially conducted using the multiple-choice method, paragraphs 3 to 5 shall only apply to the part concerned.

(7) ¹A written module examination or sub-module examination may be conducted in a room provided directly or indirectly by Ludwig-Maximilians-Universität München and supervised in person by invigilators, and on devices provided directly or indirectly by Ludwig-Maximilians-Universität München and supervised in person by invigilators, including in electronic form. ²The type and scope of electronic performance assessment shall be announced by the course instructor at the beginning of the course. ³Students shall be given sufficient opportunity to familiarize themselves with the electronic examination system before the examination as part of the course. ⁴Data protection regulations must be observed.

§ 18

Other forms of module examinations and sub-module examinations

(1) A term paper must be submitted in written form as a continuous text.

(2) ¹A presentation is an independently prepared talk that should be supported by appropriate visual aids. ²The unit may be followed by a technical discussion.

(3) An exercise folder is a bound collection of the exercises completed in one or two semesters in the respective course or courses, which are then assessed collectively.

(4) ¹An internship report is a written document containing information about the type and duration of the internship, the internship provider, the requirements profile, the organization and supervision of the internship, and the activities to be performed, and discusses the experience gained for studies and career choice. ²A certification from the internship provider confirming completion of the internship must be submitted together with the internship report. ³If the certification referred to in sentence 2 is not submitted, the internship report shall be deemed failed.

(5) ¹§ 14 (8) sentences 2 and 3 apply accordingly. ²§ 16 applies to other forms of oral module examinations and sub-module examinations, and § 17 applies to other forms of written module examinations and sub-module examinations. ³Instead of § 17 (7) sentence 1, the following paragraph 6 shall apply. ⁴If other forms of module examinations and sub-module examinations consist of both written and oral elements, the respective provisions shall apply according to whether the elements can be sufficiently distinguished from each other, otherwise those for oral module examinations and sub-module examinations if the focus is on these, and those for written module

examinations and sub-module examinations if the focus is on these.

(6) ¹Other forms of written module examinations and sub-module examinations may be conducted in whole or in part in electronic form if the examination board decides this for individual or all of the examinations and examination forms specified in Appendix 2/columns 12 and 13 in agreement with the examination office and makes arrangements with this decision to meet the following requirements in particular:

1. ¹Technical requirements shall be specified for the file format, file size, and method of electronic transmission. ²The file format must be specified in such a way that the files can be created and opened by the examinees and examiners without additional effort or costs. ³Unless otherwise specified, storable and printable PDF files shall be used.
2. In addition to electronic submission, paper submission must also be offered for the submission of examination papers.
3. ¹Files used to submit examination papers must be protected against unauthorized access with a secure password (e.g., a personal code assigned by the examination office) and uploaded directly to a server at Ludwig-Maximilians-Universität München. ²The use of an email account for sending and receiving examination papers is not permitted for data protection reasons.
4. ¹If problems arise with downloading exam information and/or uploading exam papers, a contact person must be available via another means of communication (telephone, email, etc.). ²The contact person must be available at all times four hours after the exam information has been made available for download and four hours before and after the deadline for uploading.
5. When completing the exam paper, the permitted aids and assistants must not be restricted.
6. Compliance with all legal requirements, in particular examination law (examination principles, procedural requirements, principle of equal opportunity, etc.), data protection law, and copyright law, is guaranteed.

²Notwithstanding paragraph 5, sentence 1, in conjunction with § 14, paragraph 8, sentence 2, the examination board may, in agreement with the examination office, decide that the insurance must also be provided electronically when the examination performance is transmitted, either generally or in individual cases. ³Partial electronic examination administration is particularly the case if the examination specifications and/or the examination performance are only transmitted in electronic form, but the examination performance itself is carried out in writing.

(7) Further details can be found in Appendix 2.

4. Result of the master's examination

§ 19

Passing and failing the master's examination

(1) The master's examination should be passed by the end of the fourth semester.

(2) ¹The master's examination is passed if, by the end of the fifth semester at the latest

1. all module examinations or partial module examinations of the compulsory modules and the required compulsory elective modules have been passed in the manner specified in Appendix 2, and
2. the required number of 120 ECTS credits has been earned.

²The master's examination is also passed if the requirements of sentence 1 are not met within the period specified therein, but are met within the framework of § 11 (6) or a repeat permitted under these examination and study regulations.

(3) The master's examination is definitively failed if the module examination or a module partial examination of one of the compulsory modules or required compulsory elective modules specified in Appendix 2 has been taken but not passed, § 11 paragraph 6 does not allow for a further attempt, and there is no possibility of repeating the examination.

(4) ¹Subject to § 11 paragraph 6 and 9 and § 31 the master's examination is

1. taken for the first time and failed if the deadline specified in paragraph 1 is exceeded by more than one semester for reasons for which the student is responsible, and
2. failed if the period specified in paragraph 1 is exceeded by more than three semesters for reasons for which the student is responsible.

²§ 11 paragraph (5) sentences 3 to 7 apply accordingly.

§ 20

Notification and certification in case of failure

(1) If the master's examination

1. has been definitively failed in accordance with § 19 (3) or
2. is deemed to have been definitively failed in accordance with § 19 (4) sentence 1 no. 2,

the chair of the examination board shall issue a written notification to this effect, including information on the right of appeal.

(2) If the master's examination has been failed or is deemed to have been failed, a certification shall be issued upon request and upon presentation of the certificate of exmatriculation, which shall contain the successfully completed module examinations and sub-module examinations, the assigned ECTS credits and grades, as well as a statement that the master's examination has been failed.

§ 21

Calculation of the final grade

¹If the master's examination has been passed in accordance with § 19 (2), the final grade is calculated from the arithmetic mean of the module grades weighted in accordance with Appendix 2/Column 16; § 10 (3) sentences 2 and 3 apply accordingly

to the calculation of the final grade from the module grades. ²If more than 120 ECTS credits are earned in the master's examination, only the 120 ECTS credits required to pass the master's examination are taken into account when calculating the final grade. ³To pass the master's examination, the following must be passed

1. all module examinations and sub-module examinations assigned to the compulsory modules in the manner specified in Appendix 2, and
2. all module examinations and sub-module examinations assigned to the compulsory elective modules in the manner specified in Appendix 2.

⁴If module examinations and/or sub-module examinations are taken for more compulsory elective modules than are required to be completed in accordance with sentence 3 no. 2, the first to be successfully completed shall be deemed necessary within the meaning of sentence 2, subject to § 7 (2) sentences 3 and 4. ⁵For module examinations and/or sub-module examinations assigned to compulsory elective modules,

1. which were successfully completed in different semesters, the earlier ones,
2. those successfully completed in the same semester, the better ones

count towards the final grade.

⁶The compulsory elective module whose module examination or sub-module examination exceeds 120 ECTS credits for the first time shall only be taken into account with the number of ECTS credits attributed to it to the extent that 120 ECTS credits are not exceeded.

§ 22

Master's Diploma, Master's Certificate, Transcript of Records, and Diploma Supplement

(1) ¹After passing the Master's examination, the student receives Master's Diploma in German and a Master's Diploma in English, bearing the date on which the last module examination or sub-module examination was taken. ²This certifies the award of the academic degree in accordance with § 2.

(2) ¹At the same time as the Master's Diplomas, the student receives the Master's Certificate in German and the Master's Certificate in English, bearing the date of the Master's Diploma. ²The Master's Certificates must include the topic of the Master's thesis and its grade, as well as the final grade.

(3) ¹The Examination Office shall also issue a Transcript of Records in German, which shall include all completed modules and the corresponding module examinations and sub-module examinations, including the ECTS credits and grades awarded for them. ²Module examinations and sub-module examinations that are not included in the Master's examination in accordance with §§ 19 and 21 shall be included for information purposes.

(4) The Examination Office shall also issue a Diploma Supplement in English with information on the type and level of the master's degree, the status of Ludwig-Maximilians-Universität München, and detailed information on the master's degree program.

(5) ¹The Master's Diplomas are signed by the dean and the Chair of the Examination Board, the Master's Certificates are signed by the Chair of the Examination Board, and the Transcript of Records and the Diploma Supplement are signed by the Head of the Examination Office. ²The Master's Diploma in German and English, the Master's Certificates in German and English, the Transcript of Records, and the Diploma Supplement shall bear the seal of Ludwig-Maximilians-Universität München.

(6) ¹If, after a Master's Diploma in German and English, Master's Certificate in German and English, Transcript of Records, Diploma Supplement, other certificate, other document, or account statement has been issued and handed over, it becomes apparent that deception has been committed, unauthorized aids have been used, or examiners have been manipulated, the examination board may subsequently correct the relevant assessments and declare the examination wholly or partially failed. ²With the consent of the Examination Board, electronic aids may be used to detect deception. ³The incorrect Master's Diploma in German and English, the incorrect Master's Certificate in German and English, the incorrect Transcript of Records, the incorrect Diploma Supplement, any other incorrect certificate, any other incorrect document, or any incorrect bank statement shall be confiscated. ⁴If the requirements are met, a correct Master's Diploma in German and English, a correct Master's Certificate in German and English, a correct transcript of records, a correct Diploma Supplement, a correct other certificate, a correct other document, or a correct final account statement shall be issued. ⁵Such a decision shall be excluded after a period of five years from the date of the Master's Diploma. ⁶Before a decision is made in accordance with sentence 1 and/or sentence 3, the student shall be given the opportunity to comment. ⁷Adverse decisions shall be communicated to the student in writing, stating the reasons and providing information on legal remedies.

IV. Examination bodies and examination administration

§ 23

Examination Board and Examination Office

(1) ¹The examination board consists of three members who, in accordance with Art. 85 (1) sentence 2 BayHIG in the currently valid version in conjunction with the Higher Education Examination Regulations (HSchPrüferV) in the currently valid version, must be authorized to conduct examinations. ²The members of the examination board are appointed by the faculty council. ³The term of office of the members of the Examination Board is two years. ⁴Reappointment is permitted.

(2) ¹The members shall appoint a chairperson and a deputy chairperson from among their number. ²The term of office of the chairperson and deputy chairperson shall be two years. ³Reappointment is permitted.

(3) Sections 69, 70, and 72 of the university constitution of Ludwig-Maximilians-Universität München, as amended, shall apply to the conduct of business.

(4) ¹The examination board is responsible for organizing examinations, appointing examiners and observers (§ 24 paragraph 3), and making decisions on examination matters. ²The Examination Board shall be supported in the performance of its duties by the Examination Office. ³The Examination Board shall ensure that the provisions

of these examination and study regulations are complied with. ⁴It shall report regularly to the vice dean (students) on the development of examinations and study periods and shall make suggestions for the reform and appropriate updating of these examination and study regulations.

(5) ¹The Examination Board may, in a revocable manner, delegate the performance of certain tasks to the chairperson of the Examination Board, his or her deputy, or the Examination Office. ²In all other respects, the chair of the examination board is authorized to make urgent decisions on behalf of the examination board; he or she must inform the examination board of such decisions without delay.

(6) The members of the examination board have the right to attend the examinations.

§ 24 Examiners and observers

(1) ¹In the case of module examinations and sub-module examinations that only relate to one course and with the exception of the master's thesis, the examiner shall be the course instructor responsible for the course, subject to paragraph 4, sentence 1. ²In the case of module examinations and sub-module examinations that relate to several courses taught by different course instructors, the examination board shall appoint a course instructor as the examiner, either generally or in individual cases. ³Sentence 2 shall apply according to law if the course instructor is not authorized to conduct examinations (paragraph 4, sentence 1).

(2) Written module examinations and sub-module examinations that are to be graded as "failed" shall be assessed by two examiners; oral module examinations and sub-module examinations shall be conducted by at least one examiner and one expert observer (paragraph 3 no. 1).

(3) The examination board shall appoint, either generally or in individual cases

1. the observers for oral module examinations and sub-module examinations,
2. a second examiner for module examinations and sub-module examinations that are to be graded as "failed,"
3. for the master's thesis, one examiner (§ 14 paragraph (3)) or several examiners (§ 14 paragraph (9)).

(4) ¹Only those persons who are authorized to conduct examinations in accordance with Art. 85 (1) sentence 2 BayHIG, as amended, in conjunction with the HSchPrüferV, as amended, may serve as examiners. ²Associate examiners must be knowledgeable persons who have successfully completed at least one master's degree program or have a comparable qualification.

(5) The examination procedure shall be carried out by the individual examiners and invigilators.

§ 25
Program coordinator,
Compulsory duties of examiners

(1) ¹The program coordinator for this master's degree program is appointed by the faculty. ²Until an appointment has been made, the vice dean (students) performs the duties. ³The program coordinator shall perform the following duties in cooperation with the examination board, the examination office, and the central university administration

1. When establishing and making any changes to this master's degree program:
 - a) reviewing the modeling of these examination and study regulations from a technical perspective,
 - b) preparing the necessary information about this master's degree program for students and examiners,
2. thereafter: coordinating and organizing courses, module examinations, and sub-module examinations, namely
 - a) convening an annual curriculum conference,
 - b) the assignment of the specific courses to the abstract courses prescribed in these examination and Study Regulations,
 - c) announcing the courses in the university catalog,
 - d) the entry of courses into the electronic data processing system,
 - e) scheduling and room allocation for courses, module examinations, and sub-module examinations, and
 - f) entering the assessment into the electronic data processing system.

(2) ¹Examiners (§ 24) are obliged to inform the program coordinator immediately, using the standardized form provided by the Examination Office, which students participated in their course and with what results. ²The program coordinator is obliged to check these notifications immediately and forward them to the Examination Office without delay in the standardized form prescribed by the Examination Office. ³The notifications must be submitted to the Examination Office in a timely manner and in the correct form; the Examination Office shall announce at the latest at the beginning of each semester when the notifications must be submitted to the program coordinator and/or the Examination Office. ⁴If the requirements of sentence 3 are not met, the courses in question will not be taken into account in the current account statements (§ 12). ⁵The program coordinator is obliged to submit these notifications to the Examination Office as soon as possible and to send all affected students individual certificates in the form of a notification with information on legal remedies by post.

§ 26
Students' obligations to cooperate

The obligations of students to cooperate are regulated in the current version of the statutes of Ludwig-Maximilians-Universität München on enrollment, re-registration, temporary withdrawal, and de-registration.

V. Conduct of examinations

§ 27

Recognition and crediting of competencies

(1) ¹Study periods, academic achievements, and examinations completed in another degree program at Ludwig-Maximilians-Universität München or in degree programs at other state or state-recognized universities in the Federal Republic of Germany or through successful participation in a distance learning unit as part of a degree program at a state or state-recognized university in the Federal Republic of Germany or in degree programs at foreign state or state-recognized universities as well as degrees acquired on the basis of such degree programs, shall be recognized provided that there are no significant differences in the skills acquired and to be demonstrated. ²The same applies to academic achievements and examinations completed at a state or state-recognized university in Bavaria as part of module and additional studies, at the Virtual University of Bavaria, or as part of early or junior studies (Art. 77 paragraph 7 BayHIG, as amended).

(2) ¹Competencies acquired in the context of continuing education or further qualification studies or outside the higher education sector may be credited if they are equivalent. ²Competencies acquired outside the higher education sector may replace no more than half of the competencies to be demonstrated.

(3) ¹If study or examination achievements are recognized or credited, the grades shall be adopted – insofar as the grading systems correspond – and included in the calculation of the module and final grade in accordance with these examination and study regulations. ²The adopted grades shall be marked and the fact of their adoption shall be noted in the certificate. ³If the grading systems do not correspond, the chair of the examination board shall determine a grade for the recognized or credited academic and examination achievements based on the assessment levels specified in paragraph 10 (2) and proceed in accordance with sentences 1 and 2. ⁴Sentences 1 to 3 shall apply according to the allocation of ECTS credits.

(4) ¹Recognition and credit transfer shall be granted in accordance with Art. 86 paragraph 3 BayHIG, as amended, generally upon application. ²The applicant must provide the examination board with the necessary information by the end of the first semester after enrollment in this master's degree program at Ludwig-Maximilians-Universität München at the latest, provided that periods of study and/or examination achievements that were completed prior to enrollment in this master's degree program at Ludwig-Maximilians-Universität München are to be recognized or credited. ³For the recognition or crediting of periods of study and achievements in study and examination completed after enrollment in this master's degree program at Ludwig-Maximilians-Universität München, the information must be provided in the semester following the acquisition. ⁴Proof of periods of study to be recognized or credited is usually provided by submitting the record of study from the university where the period of study was completed. ⁵For the recognition or crediting of academic achievements and examinations, a certification must be submitted from the university where the academic achievements and examinations were completed, which must show

1. which individual examinations (oral and/or written) in which examination subjects had to be taken as part of the overall examination,
2. which examinations were taken,
3. the assessment of academic and examination performance and, if applicable, the subject grade,
4. the grading system on which the assessment is based,
5. for degree programs with credit point systems, the credit points awarded for the individual courses in which the academic achievements and examinations to be recognized or credited were completed, as well as the number of credit points required for successful completion of the degree program,
6. the scope of the individual courses in which the academic and examination achievements to be recognized or credited were completed, in weekly hours per semester, and
7. whether an overall examination has been failed based on the available results or is considered failed due to other circumstances.

⁶Appropriate evidence (certificates, documentation, etc.) must be submitted for the crediting of skills acquired outside the higher education sector.

(5) For certificates and documents that are not issued in English, a certified English translation may be required.

(6) The examination board shall decide on applications for recognition and crediting of periods of study, academic achievements, and examination results, in cases of doubt after consulting the relevant subject representative.

§ 28

Enrollment in courses and registration for module examinations and sub-module examinations; study management measures

(1) ¹The examination board may stipulate that enrollment is required for participation in individual or all courses and may regulate the form and deadline for such enrollment. ²Students who have not enrolled in a course for which enrollment is required in accordance with sentence 1, or who have not enrolled in the required form and/or within the required deadline, are not entitled to participate in this course.³The courses for which registration is required, as well as the form and deadline for registration, shall be announced by the Examination Office in the manner customary for the location within the first two weeks after the start of the semester; an announcement by the Examination Office exclusively on the Internet is sufficient.

(2) ¹Registration is required for all module examinations and sub-module examinations; the form and deadline for registration are specified by the Examination Board. ²Students who have not registered for a module examination or sub-module examination, or who have not registered in the required form and/or by the deadline, are not entitled to participate in this module examination or sub-module examination. ³The examination board may also generally stipulate that a module examination or sub-module examination for which the student has registered shall be deemed failed if the student does not attend or withdraws from the module examination or sub-module examination for reasons for which he or she is responsible. ⁴Paragraph 1, sentence 3 applies accordingly to the form and deadline for the respective registration.

(3) ¹A written record shall be made of the announcements pursuant to paragraph 1, sentence 3, and paragraph 2, sentence 4, which shall contain, in particular, details of the content of the determinations and the time, manner, and place of their announcement. ²The record shall be signed by the chairperson of the examination board and kept by the examination office for at least five years.

(4) Study-related measures shall be laid down in separate statutes of Ludwig-Maximilians-Universität München.

§ 29

Absence, withdrawal

(1) A module examination or module partial examination shall be considered "failed" or graded "unsatisfactory" (5.0) if the student

1. in a module examination or sub-module examination for which he or she has registered and for which the examination board has issued an order pursuant to Section 28 paragraph 2 sentence 3, misses an examination date for a reason for which he or she is responsible, or
2. withdraws from a module examination or sub-module examination that he or she has taken for a reason for which he or she is responsible, or
3. has not completed a written module examination or sub-module examination within the specified time limit for reasons for which he or she is responsible.

(2) ¹The reason for the withdrawal or absence must be asserted and substantiated in writing to the Examination Office without delay. ²Section 11 (5) sentences 4 to 7 apply according to.

§ 30

Deception, breach of order

(1) If the student attempts to influence the result of a module examination or sub-module examination by deception, use of unauthorized aids, or manipulation of the examiners for their own or another person's benefit, the module examination or sub-module examination in question will be graded as "failed" or "unsatisfactory" (5.0); In the case of written module examinations and sub-module examination the mere possession of unauthorized aids during and after the distribution of the examination documents shall be considered an attempt.

(2) A student who disrupts the proper conduct of the examination may be excluded from continuing the module examination or sub-module examination by the respective examiner or supervisor; in this case, the module examination or sub-module examination will be graded as "failed" or "unsatisfactory" (5.0).

(3) In serious or repeated cases of paragraph 1 and/or paragraph 2, the examination board may exclude the student from taking further module examinations and sub-module examination; if necessary, the student will be exmatriculated in accordance with Art. 94 paragraph 2 in conjunction with Art. 91 No. 2 BayHIG in the currently valid version.

(4) § 22 paragraph (6) sentences 2, 6, and 7 apply accordingly.

§ 31

Protective provisions under the Maternity Protection Act the Federal Parental Allowance and Parental Leave Act and the Long-Term Care Act

(1) The protective provisions under the Maternity Protection Act, as amended, and in accordance with the time limits set out in the Federal Parental Leave and Parental Leave Act, as amended, regarding parental leave, or according to the time limits set out in the Long-Term Care Act, as amended, regarding care period, may be invoked.

(2) ¹The faculty shall determine which courses, locations, times, and schedules are mandatory for students at Ludwig-Maximilians-Universität München but are not mandatory for pregnant or breastfeeding students; accordingly the same applies to internships that are mandatory as part of university education. ²Students who are pregnant or breastfeeding should notify the Examination Office as early as possible. ³In consultation with the course instructor, the Examination Board shall immediately determine the specific protective measures required in accordance with the risk assessment pursuant to sentence 1 and inform the pregnant or breastfeeding student thereof. ⁴At the same time, the course instructor shall offer her a discussion about further adjustments to the study and examination conditions according to the needs of students during pregnancy or breastfeeding. ⁵Disadvantages due to pregnancy, childbirth, or breastfeeding shall be avoided or compensated for. ⁶The general regulations on compensation for disadvantages remain unaffected. ⁷Registering for an examination does not constitute an explicit declaration of waiver of the protection periods, even if it has been made after prior formal notification of pregnancy or breastfeeding in accordance with sentence 2.

§ 32

Compensation for disadvantages for students in special circumstances

(1) ¹Severely disabled persons and persons of equal status within the meaning of Book IX of the Social Code (SGB IX), as amended, shall, upon application, be granted an extension of the examination duration of up to one quarter of the normal examination duration by the examination board, depending on the severity of the proven examination disability. ²In cases of particularly severe examination disability, the examination duration may be extended by up to half of the normal examination duration upon request. ³In addition to or instead of an extension of the examination duration, other appropriate compensation may be granted.

(2) ¹Other examinees who are significantly impaired in taking the module examinations or sub-module examinations due to a diagnosed, non-temporary disability or chronic illness within the meaning of the Bavarian Disability Equality Act, as amended, may be granted compensation for disadvantages in accordance with paragraph 1. ²In the case of temporary disabilities, other appropriate measures may be taken.

(3) ¹Applications for compensation for disadvantages must be submitted at the latest when registering for a module examination or sub-module examination or at the latest one month before the respective module examination or sub-module

examination. ²The disability must be substantiated. ³The examination board may require that the disability be substantiated by a medical certificate. ⁴Section 11 paragraph 5 sentences 4 and 5 apply accordingly.

§ 33

Deficiencies in the examination procedure

(1) If it transpires that an examination procedure was marred by significant deficiencies that may have influenced the examination result, it shall be ordered, at the request of a participant or ex officio, that certain or all participants repeat the entire module examination or sub-module examination or a single part thereof.

(2) ¹Alleged deficiencies in the examination procedure or an inability to take the examination that occurred before or during the module examination or sub-module examination must be asserted and substantiated immediately, at the latest before the examination results are announced, to the supervisor, the examiner, the examination office, or the chair of the examination board. ²Reasons asserted and substantiated orally within the meaning of sentence 1 must also be asserted and substantiated in writing to the examination office or the chair of the examination board without delay. ³Claims and substantiation are excluded in any case if one month has elapsed since the date on which the module examination or sub-module examination was taken. ⁴§ 11 paragraph 5 sentences 3 to 7 apply accordingly.

§ 34

Inspection of examination files, retention periods

¹Within a period announced by the Examination Office in accordance with local custom after completion of a module examination or sub-module examination, the student shall be granted access to the examination, the related reports and minutes at the Examination Office upon request within a reasonable period of time; an announcement of the period by the Examination Office exclusively on the Internet is sufficient. ²The Examination Office may announce that, contrary to sentence 1, access pursuant to sentence 1 shall take place at another location at Ludwig-Maximilians-Universität München; it shall be sufficient for the Examination Office to announce the other location exclusively on the Internet. ³The complete examination files shall be retained for at least five years. ⁴The basic file, consisting of copies of the Master's Diploma, Master's Certificate, Transcript of Records, and Diploma Supplement, shall be retained indefinitely. ⁵The files may be stored in electronic form.

VI. Final provisions

§ 35 Entry into force

These statutes shall enter into force on October 1, 2026.