

## Regulatory Aspects – international Master Environmental Sustainability

### General

All regulations follow German law and are written in German.

This is an English summary of the 2 documents:

- General Regulation "Allgemeine Prüfungsordnung - 2016" (APO)
- Specific Regulation "Spezifische Prüfungsordnung internationaler Master Environmental Sustainability - 2022" (SPO)

Additional information regarding application, (delayed) enrolment and re-registration is provided as an appendix at the end of the document.

Everything related with exams is organized and managed by the board of examiners (Prüfungsausschuss).

The board of examiners has 5 seats. 3 professors, 1 student, 1 staff.  
Please use [pruefungsausschuss-mi-es@th-bingen.de](mailto:pruefungsausschuss-mi-es@th-bingen.de) to contact.

### Master's course

The master's degree proves the skill to scientific work.

The master's course is split in different modules.

Modules end with exams. We do not have final exams conjugating several modules.

Modules can have exams (Prüfungsleistungen) and special tasks (Studienleistungen)

Exams can be written exams, presentations, poster sessions, reports, among others.

Exams have grades between 1.0 (excellent) and 5.0 (failed), please see Table 1 .

Special tasks can be passed or failed but have no grades.

**Table 1 Grades used at UAS Bingen**

Modulnote	Gesamtnote	Verbalnote	Notenpunkte	Leistungsbeschreibung
1,0	1,0; 1,1	exzellent	A+	eine überragende Leistung
1,3	1,2 - 1,5	sehr gut	A	eine Leistung, die erheblich über den durchschnittlichen Anforderungen liegt
1,7	1,6 - 1,8	gut	B+	eine Leistung, die über den durchschnittlichen Anforderungen liegt
2,0	1,9 - 2,1		B	
2,3	2,2 - 2,5		B-	
2,7	2,6 - 2,8	befriedigend	C+	eine Leistung, die durchschnittlichen Anforderungen entspricht
3,0	2,9 - 3,1		C	
3,3	3,2 - 3,5		C-	
3,7	3,6 - 3,8	ausreichend	D+	eine Leistung, die trotz ihrer Mängel noch den Anforderungen genügt
4,0	3,9; 4,0		D	
5,0		nicht bestanden	F	eine Leistung, die wegen erheblicher Mängel den Anforderungen nicht mehr genügt

A table in SPO lists modules with exams, special tasks and contributions to final mark. (Abschlussnote)

### Enrolment process and criteria.

You can study in master's course at UAS Bingen if you can prove as follows.

- Bachelor's degree with 210 credit points and final mark at least B- (better than 2.5)
- Bachelor's degree with 180 credit points and final mark at least B- (better than 2.5) in combination with at least 6 months working experience in environmental-related fields.
- Spoken and written English on Level B2 or higher.

You need knowledge in at least 3 of the following list:

- Sound knowledge in mathematics or statistics. At least 8 credit points in a bachelor program.
- Sound knowledge in chemistry. At least 8 credit points in a bachelor program.
- Sound knowledge in biology or ecology. At least 8 credit points in a bachelor program.
- Sound knowledge in physics or mechanics. At least 8 credit points in a bachelor program.
- Sound knowledge in economy or law. At least 8 credit points in a bachelor program.

You can ask for a preliminary enrolment if you miss some criteria. In that case a scheduled plan is set to you to fulfil the criterias.

The board of examiners (Prüfungsausschuss) is in charge of everything related to exams and enrolment process. The course director (Studiengangsleiter) manages the enrolment process.

### Studying at UAS Bingen

We can accept modules earned at other universities in Germany and abroad if they are related to environmental sustainability and are earned in master courses. Please contact the board of examiners in such cases. In some cases, we can even accept modules or knowledge earned outside of universities. Please contact the board of examiners in such a situation too.

All exams are organized by the board of examiners. The board plans the exams and announces them in the Campus Computer System. The student has to check in to the exam in the Campus Computer System otherwise the exam cannot be taken.

Written exams last at last 45 and maximum 180 minutes and are corrected by the professor or lecturer himself. Written exams are to be graded within 4 weeks.

Students with handicap can ask the board of examiners for special regulations.

### Master's thesis

The master's thesis is supposed to be completed within 6 months. Topic and work program must be suitable for this period. In some cases such as weather conditions, illness, the board of examiners may grant up to 12 additional weeks for the thesis. The topic of the master's thesis can be rejected only once and only in the first month of time. The paper thesis must be bound and handed in to the secretary. The date will be processed by the secretary or the UAS Bingen postal office.

The master's thesis will be stored for public access in the UAS Bingen library.

### Failing of exams

Exams are failed in case of the student's no-show. Cases of illness must be proven by doctors within 72 hours. Students can be sent to official doctors in cases of doubts.

Failed exams can be repeated twice. If any exam is failed 3 times the master's course in total is failed. In such cases the student will be receive a list of all passed modules and leaves the master's course at the end of the running semester without a degree.

Passed exams cannot be repeated. It is not possible to improve poor marks.

## Appendix

### Information regarding application, (delayed) enrolment and re-registration

Generally, you can come late in the semester. If you plan to start your studies after the official beginning of the semester, please note that if you arrive late, there is no guarantee that you will still be able to take modules. Additionally, semester fees must be paid in any case. There will be no reduction of the fees for attending Bingen University for only half of a semester.

If your delay is longer than some weeks (for example if you arrive at the end of the first semester or even later), you could either

- exmatriculate yourself and re-apply for the next semester. If you do so before May 14th resp. November 14th, you can apply for a reimbursement of the paid semester fees. After exmatriculation, please re-apply for the semester you will be able to be in Bingen. In addition to the normal application documents, send the admission letter already issued. You will then be re-enrolled without any complication and without renewed assessment.
- do nothing: you will be exmatriculated at the end of the semester automatically. If you re-apply for the following semester in the meantime, you will be re-registered by the Registrar's Office (after paying the fee), but you are then technically already in the second semester. Again, please send the admission letter already issued addition in addition to the normal application documents. You will then be re-enrolled without any complication and without renewed assessment.