

Dresden University of Technology
Faculty of Education

Examination regulations for the continuing education master's program in Vocational Education and Personnel Capacity Building

From August 1, 2022

Pursuant to Section 34 (1) sentence 1 of the Saxon Higher Education Freedom Act in the version published on January 15, 2013 (SächsGVBl. p. 3), Dresden University of Technology issues the following examination regulations as a statute.

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Section 1: General provisions

§ 1

Standard period of study

The standard period of study for the degree program comprises attendance times, self-study, supervised practical training () and the university final examination.

§ 2

Structure of studies and examinations

(1) The program has a modular structure and concludes with the university final examination. The university final examination is the bachelor's examination in bachelor's programs, the master's examination in master's programs, and the diploma examination in diploma programs.

(2) The university degree examination consists of module examinations, the final thesis, and, if provided for in Section 2: Subject-specific provisions, the colloquium. A module examination concludes a module and consists of at least one examination. The examinations are taken during the course of study. The final thesis is the bachelor's thesis in bachelor's programs, the master's thesis in master's programs, and the diploma thesis in diploma programs.

(3) The required examination requirements assigned to the modules, as well as their type and structure, are specified in the module descriptions. Unless otherwise specified in the module descriptions, the examination requirements cover the content and skills to be acquired in the module.

(4) Subject-specific admission requirements may be specified for the components of the university degree examination referred to in paragraph 2, sentence 1. In particular, academic achievements may be required as prerequisites for module examinations if this is necessary in exceptional cases to ensure that the examination is meaningful. Their number, type, and form shall be specified in the module descriptions; attendance is not a prerequisite for the examination. Further subject-specific admission requirements may be provided for in Section 2: Subject-specific provisions. If subject-specific admission requirements have been fulfilled in the form of compulsory elective modules, a subsequent change of choice shall not be detrimental. Subject-specific admission requirements that would be fulfilled by a waiver pursuant to § 18 shall be deemed to have been fulfilled on the basis of a corresponding declaration by the student.

(5) Students may take examinations in modules other than those covered by the university degree examination (additional modules). These module examinations can be taken on an optional basis from the entire range of modules offered by Dresden University of Technology or a cooperating university, subject to agreement with the examiner. They are not included in the calculation of the student's workload and are not taken into account when determining the overall grade.

§ 3

Deadlines and dates

(1) The university degree examination should be taken within the standard period of study. A university degree examination that has not been taken within four semesters after completion of the standard period of study is considered failed. A failed university degree examination can be repeated once within one year. After this period, it is considered failed again. A second repeat examination is only possible on the next possible examination date, after which the university degree examination is considered definitively failed.

(2) Module examinations should be taken by the end of the semester specified in the study schedule.

(3) The Technische Universität Dresden ensures through its study regulations and course offerings that coursework and examinations, as well as the final thesis and, if applicable, the colloquium, can be completed within the specified time periods. The dates for the study and examination requirements to be completed, as well as the date of submission and delivery of the final thesis and, if applicable, the date of the colloquium, shall be announced in the usual manner ().

§ 4

General admission requirements and admission procedure

(1) Only those who meet the following requirements may be admitted to the university degree examinations pursuant to § 2 (2) sentence 1

1. is enrolled in the degree program at Dresden University of Technology and
2. has demonstrated that they meet the required academic admission requirements and
3. has submitted a data-processed declaration in accordance with paragraph 4, number 3.

(2) Students must register to take the module examinations. Withdrawal is possible without giving reasons up to three working days before the examination date; the examination board may, in consultation with the student committee, set a different date no earlier than 14 days before the examination date; this date must be announced at the beginning of the semester in the usual manner. The registration deadline and the form of registration and withdrawal are determined by the examination board and announced at the beginning of each semester in the usual manner. The same applies to preliminary examination requirements.

(3) Admission to

1. for a module examination by the electronic examination administration system on the basis of the automated verification of the admission requirements together with the first registration for an examination performance of this module examination.
2. to the thesis by the chair of the examination board on the basis of the student's application for the topic to be issued or, in the case of Section 26 (3) sentence 5, together with the issue of the topic and
3. for the colloquium by the responsible examination office based on the evaluation of the thesis with a grade of at least "sufficient" (4.0), provided that the university final examination pursuant to § 2 (2) sentence 1 includes a colloquium.

(4) Admission shall be refused if

1. the requirements specified in paragraph 1 or the procedural requirements specified in paragraph 2 are not met, or

2. the documents are incomplete, or
3. the student has already definitively failed an examination required for completion of the degree program.

(5) The examination board is responsible for refusing admission.

§ 5 Examination

(1) Examination requirements are

1. written examinations (§ 6),
2. term papers (§ 7),
3. Oral examinations (§ 8),
4. Complex assessments (§ 9),
5. Portfolios (§ 10),
6. Scientific-practical assessments (§ 11) and
7. Language examinations (§ 12).

Examination performances or individual tasks may be carried out using a multiple-choice procedure if this is regulated in the rules applicable to the degree program. If examination performances or individual tasks are carried out in accordance with sentence 2, the student shall demonstrate the knowledge and skills covered by the qualification objective of the module.

(2) Coursework and examinations must be completed in German or, in accordance with the module descriptions, in English. If, according to the module description, a module primarily serves to acquire foreign language qualifications or subject-specific qualifications in a foreign language philology, coursework and examinations may also be completed in the respective foreign language, depending on the respective task. At the request of the student, coursework and examinations may also be completed in another language if the examination board agrees to this in consultation with the examiner.

§ 6 Written examinations

(1) Written examinations are taken in person, and the result is a tangible piece of work, for example, a written paper.

(2) Written examinations serve as proof that, on the basis of the necessary knowledge, tasks can be solved and topics can be worked on within a limited time and with limited resources using the standard methods of the subject.

(3) The duration of the written examinations is specified in the module descriptions and may not be less than 60 minutes or exceed 240 minutes.

§ 7 Term papers

(1) Homework assignments are completed outside of class and result in a tangible product, such as a written paper.

(2) Term papers serve to demonstrate the ability to work on selected issues using specialist literature or other working materials within a limited time and to verify that basic scientific working techniques can be applied. This includes the ability to work in a team, if required by the respective task. If specified in the module descriptions, term papers also include proof of the ability to coherently present and discuss aspects of the written work orally in accordance with the respective task (combined term paper).

(3) The time required for the term papers is specified in the module descriptions and may not exceed 300 hours. The deadline for submission must be determined on the basis of this in the context of the respective task.

(4) For individual oral performances of combined term papers, § 8 (5) applies accordingly.

(5) In the case of a term paper produced as a team effort, the individual contributions must be clearly recognizable and assessable and must each meet the requirements set out in paragraph 2.

§ 8

Oral examinations

(1) Oral examinations are conducted in person and are not subject-based. The focus is on the student's statements.

(2) Oral examinations serve as direct, in particular conversational, presentation, or discussion-based proof of linguistic and communicative skills, subject knowledge corresponding to the level of study, and understanding of the context of the examination area. The respective task determines which skills are emphasized.

(3) Oral examinations take place in accordance with the module descriptions as group examinations with up to five people or as individual examinations.

(4) The duration of the oral examinations is specified in the module descriptions and may not be less than 15 minutes or more than 60 minutes per student. Group examinations may not exceed a total duration of 75 minutes.

(5) Oral examinations are conducted in front of at least two examiners (collegial examination) or in front of one examiner in the presence of a knowledgeable assessor (§ 24). The main subjects and results of the oral examinations must be recorded in a protocol.

(6) Oral examinations may be conducted in public or in private. In public oral examinations, members of the public may be present within the limits of the available space, unless an examiner objects. In non-public oral examinations, a student who wishes to take the same examination at a later date may only be admitted as an observer by the examination board in agreement with the examiners of a collegial examination or, failing that, with the examiner, if the student so requests. with the examiners of a collegial examination or, otherwise, with the examiner within the limits of the available space

unless the student being examined objects. The form and deadline for submitting the application shall be determined by the examination board and announced in the usual manner. The module descriptions specify whether the oral examination is public or non-public. Consultation and announcement of the examination results shall always take place without listeners.

§ 9

Complex performances

(1) Complex assessments may consist of in-person and non-in-person assessments and may include oral or other non-objective individual assessments in addition to written or other objective individual assessments.

(2) Complex assignments serve to demonstrate the ability to develop, implement, and present concepts. The aim here is to demonstrate the ability to define goals for a larger task and to develop possible solutions. This includes the ability to work in a team, if required by the task at hand.

(3) The time required for complex assignments is specified in the module descriptions and may not exceed 450 hours. The deadline for submitting individual assignments and the duration of individual assignments within the scope of the respective task must be determined on this basis.

(4) For oral or other non-tangible individual assignments, § 8 (5) applies accordingly.

(5) In the case of a complex assignment performed in the form of teamwork, the individual contributions must be clearly recognizable and assessable and must meet the requirements of paragraph 2 in each case.

§ 10

Portfolios

(1) Portfolios may include attendance and non-attendance work, the result of which is a tangible piece of work, for example a written paper.

(2) Portfolios serve as a compilation of similar or different individual achievements to demonstrate the ability to place aspects of professional and academic activity determined by the respective task in a broader context. This includes the ability to work in a team, if required by the respective task.

(3) The time frame for portfolios is specified in the module descriptions and may not exceed 300 hours. Based on this, the deadline for submitting individual assignments, the duration of individual assignments, and the deadline for submitting the entire portfolio within the scope of the respective task must be specified.

(4) In the case of a portfolio produced in the form of teamwork, the individual contributions must be clearly recognizable and assessable and must meet the requirements of paragraph 2.

§ 11

Scientific-practical achievements

(1) Scientific-practical achievements are performed as attendance-based achievements; they are not tangible. The focus is on the actions of the student.

(2) Scientific-practical achievements serve as proof of the ability to perform activities in accordance with the requirements of the subject.

(3) The duration of the scientific-practical achievements is specified in the module descriptions and may not be less than 15 minutes or more than 45 minutes.

(4) Section 8 (5) applies accordingly.

§ 12

Language examinations

(1) Language examinations are taken in person and may include, in addition to written individual assignments, oral or other non-written individual assignments.

(2) Language examinations serve to demonstrate practical language skills.

(3) The duration of the language examinations is specified in the module descriptions and may not be less than 15 minutes or more than 240 minutes. The ratio of written or other written individual performances to oral individual performances shall be determined within the framework of the respective task.

(4) Section 8 (5) applies mutatis mutandis to oral or other non-objective individual performances.

§ 13

Electronic examinations

(1) In principle, examinations may also be conducted, evaluated, and graded using digital technologies in accordance with Sections 6 to 12. Only digital technologies that correspond to the generally recognized state of the art at the time of use may be used. Data protection regulations must be observed.

(2) Before conducting an examination using digital technologies, two examiners, in consultation with the examination board, must determine the suitability of these technologies with regard to the intended examination tasks and the conduct of the electronic examination. The conduct of an examination using digital technologies shall be announced in the usual manner by the start of the registration period.

(3) The authenticity of the student and the integrity of the examination results must be ensured. To this end, the examination results must be clearly identifiable in the form of electronic data and must be unambiguously and permanently attributable to the student.

It must be ensured that the electronic data is unchanged and complete for the purposes of assessment and verifiability.

(4) An automatically generated assessment of an examination performance must be reviewed by an examiner at the request of the student who took the examination.

§ 14

Studying with disabilities and chronic illnesses as well as with family responsibilities

(1) If the student can credibly demonstrate that they are unable to take examinations as planned due to a disability or chronic illness, they are entitled to compensation for disadvantages in the examination procedure, provided that the relevant requirements are met. Compensation for disadvantages, including the desired compensatory measures, must be applied for to the examination board, and the existence of the relevant conditions must be demonstrated. To this end, the submission of a medical certificate and, in cases of doubt, a certificate from a public health officer may be required. The form and deadline for the application shall be determined by the examination board and announced in the usual manner. If the examination board determines that a claim exists in accordance with sentence 1, it shall decide on the granting of an appropriate compensatory measure at its discretion, taking into account the opinions of the respective examiners. The representatives for students with disabilities and chronic illnesses, the peer counselor (ISL)/peer-to-peer advisor or the peer counselor (ISL)/peer-to-peer advisor, and, if relevant, the working group for blind and visually impaired students may be consulted; in particularly difficult cases, they should be consulted. Possible compensatory measures include, in particular, extended processing times, breaks during processing, use of other media, use of other examination rooms within the university, a different examination date, or the completion of an equivalent examination in another form. If there is an intention to deviate significantly from the requested compensatory measures, the student should be given the opportunity to comment on this before the decision is made.

(2) During pregnancy, after childbirth, and during breastfeeding, the provisions of the Maternity Protection Act applicable to students apply. In particular, during the maternity protection periods pursuant to Section 3 of the Maternity Protection Act, no examination periods shall commence and they shall not be counted towards current examination periods; deadlines for the submission of non-attendance work and individual work to be performed without attendance pursuant to Section 9 (3) sentence 2 and Section 10 (3) sentence 2 shall be extended. For the corresponding use of parental leave in accordance with the Federal Parental Allowance and Parental Leave Act, it is possible to take a leave of absence from studies in accordance with Section 12 (2) of the enrollment regulations. During periods of leave of absence, examination periods do not commence and are not counted towards current examination periods.

(3) If the student can credibly demonstrate that they are unable to perform as required in examinations due to caring for their own children up to the age of 14 or close relatives, the student may, upon request, be granted appropriate compensation (extended disadvantage compensation). The examination board shall decide on this, taking into account the opinions of the respective examiners. Paragraph 1, sentences 2 and 4 to 8 shall apply accordingly. Close relatives are children, including stepchildren, adopted children, and foster children, as well as the children adopted or foster children of the spouse or life partner, grandchildren, parents, parents-in-law, grandparents, siblings, spouses, life partners, and partners in a marriage-like relationship.

(4) Paragraphs 1 to 3 apply to preliminary examination requirements, the final thesis, and, if applicable, the colloquium .

§ 15

Assessment of examination performance, calculation and weighting of grades, announcement of examination results

(1) The assessment of an examination performance is determined by the respective examiner. In the case of a collegial examination, the assessment is determined jointly by the examiners. The following grades are to be used:

1= very good	= an outstanding performance;
2 = good	= a performance that significantly exceeds average requirements;
3 = satisfactory	= a performance that meets average requirements;
4 = adequate	= a performance that still meets the requirements despite its shortcomings;
=5 = unsatisfactory	a performance that does not meet the requirements due to significant shortcomings
	= a performance that no longer meets the requirements due to significant shortcomings
	no longer meets the requirements.

For a differentiated assessment, individual grades can be raised or lowered by 0.3 to intermediate values; the grades 0.7, 4.3, 4.7, and 5.3 are excluded. An individual examination performance is only graded as "pass" or "fail" (ungraded examination performance) if the corresponding module description provides for this in exceptional cases. Unmarked examination performances graded as "pass" are not included in the further grading; unmarked examination performances graded as "fail" are included in the further grading with the grade "unsatisfactory" (5.0). Section 2: Subject-specific provisions may stipulate that and how bonus points are to be taken into account in the assessment of examination performance.

(2) Examination performances that must be passed in order to continue the course of study must generally be assessed by two examiners, at least in the case of the final repeat examination; if these are oral examination performances, oral or other non-objective individual performances, or scientific-practical performances, § 8 (5) applies.

(3) The grade for an examination corresponds to the assessment of the examiner or, in the case of paragraph 1, sentence 2, the joint assessment of the examiners. In all other cases, the grade for an examination performance assessed by several examiners corresponds to the average of the individual assessments or, in the case of an assessment in accordance with paragraph 1, sentence 5, the consistent individual assessments; if the individual assessments do not agree, § 26, paragraph 9, sentences 1 and 2 apply accordingly. If a grade or a module grade, overall grade, final grade or, where applicable, a section or subsection grade is calculated as the average of several individual assessments in accordance with paragraph 1 or from grades, module grades or the final grade, only the first decimal place after the comma is taken into account; all further decimal places are deleted without rounding.

(4) The module grade is calculated from the weighted average of the grades for the module's examination components, weighted in accordance with the module description, if applicable. The module grade is

up to and including 1.5	= very good,
from 1.6 to 2.5 inclusive	= is good,
from 2.6 to 3.5 inclusive	= satisfactory,

If a module examination is failed due to an examination performance relevant to passing the examination in accordance with § 19 (1) sentence 2, the module grade is "unsatisfactory" (5.0).

(6) An overall grade is calculated for the university final examination. The overall grade is based on the final grade for the thesis and the module grades weighted according to the credit points for the module examinations covered by the university final examination, unless certain module grades are excluded from the overall grade calculation as specified in Section 2: Subject-specific provisions. The final grade for the thesis is composed of the grade for the thesis and the grade for the colloquium. If the university final examination does not include a colloquium in accordance with Section 2 (2) sentence 1, the final grade for the thesis corresponds to the grade for the thesis. Section 2: Subject-specific provisions may stipulate that area or section grades are to be calculated. The final grade and, if applicable, area or section grades are calculated on a weighted basis in accordance with the provisions in Section 2: Subject-specific provisions. Paragraph 4, sentence 2 applies accordingly to the overall grade, final grade and, if applicable, area or section grades; an overall grade of 1.2 or better is considered a "pass with distinction."

(8) In order to review an examiner's assessment of an exam performance that is not yet final, a request for reconsideration of the assessment decision (remonstration) may be submitted. To do so, the student must submit a request to the examiner and raise specific objections to the assessment. Taking into account the objections raised, the examiner is obliged to review their assessment of the examination performance and, if necessary, to change it. A deterioration of the examination result is generally excluded. The student will be informed of the result of the review procedure in writing or electronically. This does not affect any objection to the examination results for the module examination in question. The review procedure must be documented in the examination file. The review procedure may also be initiated for the first time during the formal appeal or subsequent legal proceedings against the examination results for the module in question. In this case, contrary to sentence 2, first half-sentence, it shall be initiated ex officio by the chair of the examination board or the chair of the examination committee.

Withdrawal, extension of processing times

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or if he or she withdraws from the examination for valid reasons or requests an extension of the deadline for submission (processing time) for non-attendance examinations and individual examinations to be taken in absentia in accordance with Section 9 (3) sentence 2 and Section 10 (3) sentence 2. A valid reason is, for example, the illness of a child, including stepchildren, adopted children, and foster children, as well as the children, adopted children, or foster children of the spouse or partner. Withdrawal must be declared in writing to the responsible examination office without delay, and the extension of the processing time must be requested in good time. The reasons given must be substantiated without delay. In the event of illness of the student, a medical certificate must be submitted; in cases of doubt, a certificate from a public health officer must be submitted.

(2) The examination board decides on the approval of the withdrawal and the extension of the processing time. If the rejection is issued after the binding submission deadline, the examination performance is graded as "unsatisfactory" (5.0) or "failed" if the non-attendance performance was not submitted on time. Otherwise, the non-attendance performance will be graded in accordance with § 15 (1). If the processing time is extended, the student must be informed of the new submission date for the examination performance. If a student does not attend a binding examination date without having withdrawn, the examination performance will be graded as "unsatisfactory" (5.0) or "failed." The same applies if an examination performance is not completed within the specified processing time.

(3) Paragraphs 1 and 2 apply to preliminary examination requirements, the final thesis, and, if applicable, the colloquium .

§ 17

Cheating, violation of regulations

(1) If a student attempts to influence the result of their examination performance by means of deception, for example by carrying or using unauthorized aids, the examination performance in question shall be graded as "unsatisfactory" (5.0) based on a corresponding finding by the examination board. Accordingly, ungraded examination performances shall be graded as "failed." A student who disrupts the proper conduct of the examination may be excluded from continuing the examination by the respective examiner or supervisor; In this case, the examination performance is considered "unsatisfactory" (5.0) or "failed." In serious cases, the examination board may exclude the student from taking further examinations.

(2) If a student has cheated in an examination and this fact only becomes apparent after the grade has been announced, the examination board may change the grade for the examination to "unsatisfactory" (5.0) or "fail" and, in accordance with § 15 (4), also change the grade for the module examination. If the requirements for taking a module examination were not met without the student intending to cheat, this deficiency is remedied by passing the module examination. If the student has deliberately obtained the right to take a module examination by false pretences, the examination board may declare the module examination to be "unsatisfactory" (5.0) or "failed". In serious cases, the examination board may exclude the student from taking further examinations.

(3) An automated plagiarism check of the results of an examination is only permissible if, after investigation by the examination board, there are actual and documented indications that the results or parts thereof show signs of plagiarism. An automated plagiarism check is only permitted in anonymized form. Prior to the automated plagiarism check, all characteristics that allow conclusions to be drawn about the student and the examiners must be removed. The assessment of the examination performance may not be based exclusively on the results of an automated plagiarism check.

(4) Paragraphs 1 and 2 apply accordingly to preliminary examination work, the final thesis, and, if applicable, the colloquium. Paragraph 3 applies accordingly to preliminary examination work and the final thesis.

§ 18

Waiver

If the student declares in writing to the responsible examination office that he or she is waiving the right to take an examination, this examination shall be graded as "unsatisfactory" (5.0) or "failed" in the respective examination attempt. The waiver is irrevocable and requires admission in accordance with § 4.

§ 19

Passing and failing

(1) A module examination is passed if the module grade is at least "sufficient" (4.0) or the ungraded module examination has been assessed as "passed." In the cases specified in the module descriptions, passing the module examination also depends on the assessment of individual examination performances with at least "sufficient" (4.0). If the module examination is passed, the credit points assigned to the module in the module description are acquired.

(2) The university degree examination is passed if the module examinations and the final thesis, as well as the colloquium, if applicable, have been passed. The final thesis and, if applicable, the colloquium are passed if they have been graded at least "sufficient" (4.0).

(3) A module examination is failed if the module grade is not at least "sufficient" (4.0) or if the ungraded module examination was graded "failed." The final thesis and, if applicable, the colloquium are failed if they were not graded at least "sufficient" (4.0).

(4) A module examination is definitively failed if the module grade is not at least "sufficient" (4.0) or if the ungraded module examination was graded "failed" and it is no longer possible to repeat it. The thesis and, if applicable, the colloquium are definitively failed if they have not been graded at least "sufficient" (4.0) and cannot be repeated.

(5) The university final examination is failed or definitively failed if either a module examination, the final thesis or, if applicable, the colloquium is failed or definitively failed. § 3 (1) remains unaffected. In the case of a definitive failure,

In the event of failure to pass a module examination in the elective area, the final failure of the university degree examination shall only be decided in accordance with § 23 (4) if the student does not change their choice within one month of the announcement of the module examination results or if a change of choice is no longer possible in accordance with the provisions of the study regulations. If the student has definitively failed the university degree examination, he or she loses the right to take all components of the university degree examination in accordance with

§ 2 (2) sentence 1.

(6) Upon request, the student will receive a transcript of grades. In the event of a final failure to pass the university degree examination, the transcript must also provide information about the examination components that have been completed and their assessment, as well as any examination components that are still missing, and must indicate that the university degree examination has not been passed.

§ 20

Free attempt

(1) Module examinations may also be taken before the semesters specified in the study schedule if the admission requirements are met. The first attempt at the module examination is then considered a free attempt, provided that this is permitted in Section 2: Subject-specific provisions.

(2) At the request of the student, module examinations or examination performances that have been graded at least "sufficient" (4.0) may be repeated once at the next regular examination date in order to improve the grade. In such cases, the better grade counts. The form and deadline for the application are determined by the examination board and announced in the usual manner. After the next regular examination date or the application deadline has passed, it is no longer possible to improve the grade. When repeating a module examination to improve a grade, examination performances that were graded at least "sufficient" (4.0) in the free attempt will be credited at the request of the student. Examination performances that were graded "pass" in the free attempt will be credited ex officio.

(3) A module examination that is not passed in the free attempt is considered not to have been taken. Examination performances that have been graded at least "sufficient" (4.0) or "passed" are credited in the following examination procedure. If the option of grade improvement in accordance with paragraph 2 is taken advantage of for examination performances, the better grade is credited.

(4) In addition to § 14 paragraph 2, periods of interruption of studies due to prolonged illness of the student or a child for whom he or she is primarily responsible, including children-in-law, adopted children, foster children, and children adopted or foster children of the spouse or partner, as well as periods of study abroad, shall not be taken into account when applying the free- t examination regulation.

§ 21

Repeating module examinations

(1) Failed module examinations may be repeated once as a second attempt within one year of the first examination attempt. The period begins

with the announcement of the initial failure of the module examination. After this period has expired, they are considered to have failed again.

(2) A second repeat of the module examination can only be taken as a third attempt at the next possible examination date. After that, the module examination is considered definitively failed. A further repeat examination is not permitted.

(3) The repetition of a failed module examination consisting of several examination components only includes those examination components that were not graded with at least a "sufficient" (4.0) or "pass." When repeating a failed module examination that comprises one or more selectable examination components, students are not bound by their previous choice of an examination component that was not graded at least "sufficient" (4.0) or "pass."

(4) Repeating a passed module examination is only permitted in the case regulated in § 20 (2) and includes all examination components.

(5) Failed attempts at the module examination from the same or other degree programs are transferred to the new degree program ().

§ 22

Crediting of academic and examination achievements, periods of study, and qualifications acquired outside a university

(1) Study and examination achievements completed at a university will be credited upon request by the student, unless there are significant differences in the skills acquired. Further agreements of the Technical University of Dresden, the German Rectors' Conference, the Conference of Ministers of Education and Cultural Affairs, as well as those ratified by the Federal Republic of Germany, must be observed where applicable.

(2) Qualifications acquired outside a university will be credited at the student's request, provided they are at least equivalent. Equivalence is given if the content, scope, and requirements essentially correspond to parts of the degree program. This does not involve a schematic comparison, but rather an overall assessment and evaluation. Qualifications acquired outside a university may replace a maximum of 50% of the degree program.

(3) Despite significant differences, academic achievements and examinations completed at a university can be credited if, based on their content and qualification objectives, they correspond to the overall purpose of an existing elective option in the degree program and therefore constitute a structural equivalent (structural credit transfer). The transcript shows the actual achievements.

(4) If academic and examination achievements or qualifications acquired outside a university are credited, the corresponding periods of study are also credited ex officio. Grades are to be transferred, provided that the grading systems are comparable, and included in the further grading process. In the case of incomparable grading systems, the note "passed" is included; grades from incomparable grading systems are not included in the further calculation of grades. The credit transfer is indicated on the transcript.

(5) The student must submit the necessary documents for the credit transfer procedure to be carried out. If these are complete, the credit transfer procedure may not exceed

The duration may not exceed two months. In the event of non-recognition, § 23 (4) sentence 1 shall apply. If the student completes the corresponding examination during an ongoing recognition procedure, the assessment of the recognized examination shall apply instead of the assessment of the completed examination if the application for recognition is approved.

(6) The examination board is responsible for the crediting. It may appoint a crediting officer to perform this task. This officer shall carry out the crediting procedure independently. Section 23 (4) sentence 1 shall apply *mutatis mutandis* to the crediting officer.

§ 23

Examination Board

(1) An examination board shall be formed for the degree program to conduct and organize the examinations and to perform the tasks assigned by the examination regulations. The examination board shall consist of four university lecturers, one research assistant, and two students. With the exception of the student members, the term of office shall be three years. The term of office for student members shall be one year.

(2) The members and their deputies shall be appointed by the faculty council, scientific council, or divisional council of the institution responsible for the degree program or by the faculty councils, scientific councils, or divisional councils of the institutions responsible for the degree program; the student members and their deputies shall be appointed on the recommendation of the student council. The chair and deputy chair are elected by the examination board from among its members and must be university lecturers.

(3) The examination board ensures that the provisions of the examination regulations are complied with. It reports regularly to the institution or institutions responsible for the degree program and to the faculties, centers, or departments involved in teaching export on the development of examination and study times, including the actual processing times for the final thesis, and on the distribution of module and overall grades. The examination board makes suggestions for reforming the examination and study regulations.

(4) Decisions that are detrimental to students must be communicated to the student concerned in writing or electronically, justified, and accompanied by information on legal remedies. The examination board decides on appeals as an appeals authority within a reasonable period of time and issues the appeal decisions.

(5) The chairperson shall normally conduct the business of the examination board. With the unanimous consent of the student members, the examination board may also assign individual tasks to the chairperson for independent processing and decision-making; this requires a resolution that also specifies the manner in which the members are to be informed of the decisions made by the chairperson. This does not apply to decisions pursuant to paragraph 4, sentence 2. If individual or all members of the examination board are newly appointed, any transfer of tasks shall expire.

(6) The Examination Board may admit guests without voting rights to its meetings. The members of the Examination Board have the right to attend the examination and, if applicable, the colloquium.

(7) The members of the examination board and their deputies are bound to official secrecy. Unless they are civil servants, they must be sworn to secrecy by the chairperson. The same applies to guests.

(8) The examination office assigned as responsible organizes the examinations and manages the examination files ().

§ 24

Examiners and assessors

(1) The examination board appoints examiners who are authorized to conduct examinations under state law. The assessors are appointed by the respective examiner and must be knowledgeable; they should have at least the qualification that is the subject of the examination.

(2) Students may propose examiners for their thesis, oral examinations, and, if applicable, the colloquium. The proposal does not constitute a claim.

(3) Section 23 (7) applies accordingly to examiners and assessors.

(4) The names of the examiners shall be communicated to the student in good time .

§ 25

Purpose of the university degree examination

(1) Passing the university degree examination constitutes the professional qualification for the degree program.

(2) Passing the bachelor's examination demonstrates that the student has an overview of the subject matter, a critical understanding of the most important theories, principles, and methods of the field of study, the ability to deepen their knowledge beyond the discipline, and the thorough specialist knowledge necessary for the transition to professional practice. Furthermore, passing the bachelor's examination demonstrates the ability to undertake a master's degree program.

(3) Passing the diploma or master's examination demonstrates that the student has an overview of the subject matter, can apply their knowledge and understanding as well as their problem-solving skills in new and unfamiliar situations that are related to the subject in a broader or multidisciplinary context, and has acquired the in-depth specialist knowledge necessary for the transition to professional practice. Furthermore, passing the diploma or master's examination demonstrates the student's ability to undertake doctoral studies.

§ 26

Thesis and colloquium

(1) The thesis should demonstrate that the student is able to independently address problems in the field of study using scientific methods within a specified period of time.

(2) The thesis must be supervised by one of the examiners specified in paragraph 7. This examiner shall determine the topic of the thesis and support the student in the preparation of the thesis. The examiner may delegate the supervision of the thesis to a qualified person.

(3) The topic of the thesis is assigned by the examination board. The topic, date of assignment, and scheduled submission date must be recorded. The student may express topic preferences. At the student's request, the examination board will arrange for the timely assignment of the thesis topic. The topic shall be issued by the examination board ex officio at the latest at the beginning of the semester following the completion of the last module examination.

(4) The topic may only be returned once and only within the first half of the submission period. However, returning the topic is only permitted in the case of a repeat thesis if the student has not yet made use of this option in the degree program. If the student has returned the topic, a new one will be issued immediately in accordance with paragraph 3, sentences 1 to 3.

(5) The thesis must be written in German or, depending on the topic, in another language. In appropriate cases, it may be written in another language at the request of the student if the examination board agrees to this in consultation with the examiner in accordance with paragraph 2, sentence 1. It may also be submitted in the form of a group project if the individual contribution to be assessed as the student's thesis is clearly distinguishable and assessable on the basis of sections, page numbers, or other objective criteria that allow for clear demarcation, and if it meets the requirements set out in paragraph 1.

(6) The thesis must be submitted to the relevant examination office in the form and number specified in Section 2: Subject-specific provisions by the deadline; the date of submission must be recorded. The student must submit a written declaration stating whether they have written their thesis independently, or in the case of group work, their designated portion of the work, and have not used any sources or aids other than those specified.

(7) The thesis shall be assessed individually by two examiners in accordance with § 15 (1) sentences 3 and 4. The assessment procedure shall not exceed six weeks. Section 2: Subject-specific provisions may stipulate that an examiner may be or can be replaced by an examination board. The individual assessment of the thesis shall be determined jointly by the members of the examination board in accordance with § 15 (1) sentences 3 and 4.

(8) The grade for the thesis is calculated as the average of the two individual assessments by the examiners. If the individual assessments of the examiners differ by more than two grades, the examination board shall obtain an assessment from a

additional examiner. The grade for the thesis is then calculated as the average of the three individual assessments. Section 15 (3) sentence 3 applies accordingly.

(9) If one examiner has graded the thesis with at least a "sufficient" (4.0) and the other with a "not sufficient" (5.0), the examination board will obtain a further assessment from another examiner. This examiner will decide whether the thesis has been passed or failed. If the thesis is deemed to have been passed, the grade for the thesis is calculated as the average of the individual grades of those who voted for it to be passed; otherwise, it is calculated as the average of those who voted for it to be failed.

Section 15 (3) sentence 3 applies accordingly.

(10) A failed thesis can be retaken once within a year. After this period, it is considered failed again. A second retake is only possible on the next possible exam date, after which it is considered definitively failed. Further retakes or retakes of a passed thesis are not permitted.

(11) The student must present his or her thesis in a public colloquium before at least one of the examiners and one assessor if the university final examination includes a colloquium in accordance with Section 2 (2) sentence 1. As a subject-specific admission requirement, the thesis must have been graded with at least a "sufficient" (4.0) prior to the colloquium. The colloquium is intended to allow the student to demonstrate that they can present the results of their thesis in a coherent manner and discuss them in a professional manner. Additional examiners may be called in (collegial examination). Paragraph 10, § 8 (5) sentence 2, § 15 (1) sentences 1 to 4, and

§ 15 paragraph 7 sentence 1 apply accordingly.

(12) If, for reasons beyond the student's control, the time already spent on the thesis reaches twice the prescribed time limit, the examination board may decide ex officio to terminate the thesis without result. Before a decision is made, both the examiner referred to in paragraph 2, sentence 1, and the student must be heard. A termination without result may occur if the examination purpose of the thesis can no longer be achieved in relation to the processing time incurred. In the context of the decision, the reasons for the processing time incurred, the consequences of the termination for the student, and the possibilities for a meaningful continuation of the examination procedure must also be taken into account and weighed up appropriately. If the examination board terminates the thesis without result, the examination attempt remains valid; current examination periods are extended. The examination board also determines how the examination procedure is to be continued. A decision subject to appeal is issued .

§ 27

Certificate and diploma

(1) Upon passing the university degree examination, the student shall receive a certificate and a supplement to the certificate without delay, if possible within four weeks. Section 2: Subject-specific provisions may stipulate that the student be issued with an additional supplement to the certificate. If Section 2: Subject-specific provisions provides for a division into sections, the student shall receive an interim certificate for the first section immediately, if possible within four weeks of passing the last module examination covered by this section.

(2) The transcript shall include the module grades for the module examinations covered by the university degree examination and, where applicable, their credit indicators, the topic of the final thesis, its final grade in accordance with § 15 (6) sentences 3 and 4, the examiners of the final thesis, the overall grade in accordance with § 15 (6) sentence 2, and the credit points. The grades and, if applicable, credit indicators for the individual examination performances, the final thesis, and, if applicable, the colloquium shall be shown on the supplement to the transcript. The interim transcript shall contain the module grades for the module examinations covered by this section, as well as the corresponding credit points and, if applicable, credit indicators.

(3) The certificate and interim certificate bear the date of the day on which the last part of the examination was taken in accordance with § 19 (2) or § 19 (1) sentence 1. They are signed by the chair of the examination board and bear the seal of Technische Universität Dresden as kept by the institution or one of the institutions offering the degree program. The supplement to the certificate and, if applicable, the supplementary sheet to the certificate shall be signed by the chair of the examination board and bear the date of the certificate.

(4) At the same time as the transcript, the student receives a certificate with the date of the transcript. This certificate certifies the award of the university degree. In bachelor's programs, the bachelor's degree is awarded, in master's programs the master's degree, and in diploma programs the diploma degree, in accordance with the regulations in Section 2: Subject-specific provisions. The certificate is signed by the chair of the examination board, bears the handwritten or typed signature of the rector, and is stamped with the seal of Dresden University of Technology. In addition, the student will be given translations of the certificate and transcript in English. If Section 2: Subject-specific provisions provides for cooperation with joint awarding of the academic degree, the certificate will be issued jointly by the Technische Universität Dresden and the cooperation partners.

(5) Dresden University of Technology issues a Diploma Supplement (DS) in accordance with the "Diploma Supplement Model" of the European Commission, the Council of Europe, and UNESCO/CEPES. The text agreed upon by the Standing Conference of the Ministers of Education and Cultural Affairs and the German Rectors' Conference in its currently valid version is to be used as a description of the national education system (DS Section 8).

(6) Section 2: Subject-specific provisions may stipulate which additional information is to be included on the certificate, the supplement to the certificate, the supplementary sheet to the certificate (if applicable), the interim certificate (if applicable), and the document.

§ 28

Invalidity of examinations

(1) If the student has cheated in an examination and this fact only becomes known after he or she has been issued with an interim certificate or certificate, the assessment of the examination performance may be changed in accordance with § 17 (2) sentence 1. If necessary, the examination board may declare the module examination "unsatisfactory" (5.0) and the university final examination "failed." The same applies to ungraded module examinations and the final thesis, as well as the colloquium, if applicable.

(2) If the requirements for taking a module examination were not met without the student intending to deceive, and this fact only becomes known after the student has been issued with an interim certificate or certificate, this deficiency shall be remedied by passing the module examination. If the student has deliberately obtained a module examination without being entitled to do so, the examination board may declare the module examination to be "unsatisfactory" (5.0) and the university degree examination to be "failed." The same applies to ungraded module examinations and the final thesis, as well as the colloquium, if applicable.

(3) An incorrect interim transcript or an incorrect transcript and its translation, as well as all other documents issued upon graduation, shall be collected by the chair of the examination board and, if necessary, reissued. If the university degree examination has been declared "failed" due to deception, the incorrect certificate, all translations, and the diploma supplement must also be withdrawn. A decision in accordance with paragraph 1 and paragraph 2, sentence 2 or 3, is excluded after a period of five years from the date of the certificate.

§ 29

Access to examination documents, access to files

(1) After the examination results have been announced, students are given the opportunity to inspect their written examination papers, assessment reports, and examination records. For this purpose, central inspection appointments are usually held within a reasonable period of time, but no later than eight weeks after the examination results have been announced. If, due to the nature of the examination or for organizational reasons, a central inspection appointment is not possible or planned, the student will be granted an individual inspection appointment upon request. In such cases, the request must also be submitted to the responsible examination office no later than eight weeks after the announcement of the examination results. In any case, it must be ensured that the student only has access to the documents that concern him or her.

(2) Notwithstanding the possibility of inspecting the examination documents in accordance with paragraph 1, the student has the right to inspect the examination files kept on him or her at the relevant examination office (). This is governed by the statutory provisions.

Section 2: Subject-specific provisions

§ 30

Duration and scope of study

(1) The standard period of study according to § 1 is four semesters.

(2) The program includes a total of eight weeks of practical work experience.

(3) By passing the university degree examination in accordance with § 2 (2) sentence 1, a total of 120 credit points are acquired in the modules, the thesis, and the colloquium.

§ 31

Subject, type, and scope of the university degree examination

(1) The university degree examination pursuant to § 2 (2) sentence 1 comprises all module examinations of the compulsory modules and the module examinations of the selected modules of the compulsory elective area.

(2) Compulsory modules are

1. Fundamentals of vocational and adult education
2. Design of teaching and learning arrangements and media applications
3. Management processes in education
4. Educational psychology
5. International production and service structures and their educational consequences
6. International approaches to vocational education and teacher training
7. Development and evaluation of vocational education
8. Methods of social science research
9. Vocational education practice
10. Field research on vocational education and training.

(3) Compulsory elective modules are

1. Comparative education research and policy
2. Leadership through communication
3. Subject didactics
4. Educational technology
5. Personnel Development

from which three must be chosen.

§ 32

Processing time, form, and number of final theses; colloquium

(1) The thesis must be completed within 20 weeks and is worth 27 credit points. In individual cases, the examination board may, upon justified request by the student, extend the completion period by up to half of the original period; the number of credit points remains unaffected.

(2) The thesis must be submitted in a typed and bound copy as well as in digital text form on a suitable data carrier.

(3) The university final examination pursuant to § 2 (2) sentence 1 comprises a colloquium. It has a maximum duration of 60 minutes. Three credit points are awarded.

§ 33

Weightings for the final and overall grades

(1) When calculating the final grade in accordance with § 15 (6), the grade for the final thesis is weighted twice and the grade for the colloquium is weighted once.

(2) When calculating the overall grade in accordance with Section 15 (6), the final grade for the thesis is weighted thirty times.

§ 34

Additional information in final documents

At the request of the student, the grades for additional modules and the corresponding credit points, as well as the duration of study required to complete the university degree, shall also be included in the certificate.

§ 35

University degree

Upon passing the university degree examination, the university degree "Master of Arts" (abbreviated: M.A.) shall be awarded.

Section 3: Final provisions

§ 36

Entry into force, publication, and transitional provisions

(1) These examination regulations shall enter into force on the day after their publication in the official announcements of TU Dresden.

(2) It applies to all students newly enrolled in the Master's program in Vocational Education and Personnel Capacity Building in the winter semester 2022/2023 or later.

(3) For students enrolled earlier than the 2022/2023 winter semester, the previously valid version of the examination regulations for the continuing education Master's program in Vocational Education and Personnel Capacity Building continues to apply.

Issued on the basis of the decision of the Faculty Council of the Faculty of Education on March 17, 2022, and the approval of the Rectorate on May 31, 2022.

Dresden, August 1, 2022

The Rector
of the Technical University of Dresden

Prof. Dr. Ursula M. Staudinger