

DUISBURG-ESSEN UNIVERSITY (UDE)

Medical Faculty

Regulations for the Conduct of Examinations

in the Post-Graduate Master's Programme

60 ECTS credits variant of Implantology and Dental Surgery (IDS),
90 ECTS credits variant of Implantology and Dental Surgery (IDS),
120 ECTS credits variant of Implantology and Dental Surgery (IDS),

60 ECTS credits variant of Restorative and Aesthetic Dentistry (RAD),
90 ECTS credits variant of Restorative and Aesthetic Dentistry (RAD),
120 ECTS credits variant of Restorative and Aesthetic Dentistry (RAD),

60 ECTS credits variant of Periodontology (P),
90 ECTS credits variant of Periodontology (P),
120 ECTS credits variant of Periodontology (P),

60 ECTS credits variant of Advanced General Dental Practice (AGDP),
90 ECTS credits variant of Advanced General Dental Practice (AGDP),
120 ECTS credits variant of Advanced General Dental Practice (AGDP),

60 ECTS credits variant of Specialized Orthodontics (SPO)
90 ECTS credits variant of Specialized Orthodontics (SPO)

On the basis of Section 2, Paragraph 4 and Section 64, Paragraph 1 of the *Gesetz über die Hochschulen des Landes Nordrhein-Westfalen* (Higher Education Institutions Act of the State of North Rhine-Westphalia - HG) dated 16 September, 2014 (GV. NRW. p. 547), the Medical Faculty of Duisburg-Essen University has issued the following regulations.

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I. General Conditions

Section 1 Scope and Admission Requirements

- (1) These Regulations for the Conduct of Examinations regulate admission to, the course of, and the termination of the following post-graduate Master's programmes:
1. "Implantology and Dental Surgery", 60 ECTS credits variant (hereinafter: "IDS060 Master's course"), 90 ECTS credits variant (hereinafter: "IDS090 Master's course"), and 120 ECTS credits variant (hereinafter: "IDS120 Master's course"),
 2. "Restorative and Aesthetic Dentistry", 60 ECTS credits variant (hereinafter: "RAD060 Master's course"), 90 ECTS credits variant (hereinafter: "RAD090 Master's course"), and 120 ECTS credits variant (hereinafter: "RAD120 Master's course"),
 3. "Periodontology", 60 ECTS credits variant (hereinafter: "P060 Master's course"), 90 ECTS credits variant (hereinafter: "P090 Master's course") and 120 ECTS credits variant (hereinafter: "P120 Master's course"),
 4. "Advanced General Dental Practice", 60 ECTS credits variant (hereinafter: "AGDP060 Master's course"), 90 ECTS credits variant (hereinafter: "AGDP090 Master's course") and 120 ECTS credits variant (hereinafter: "AGDP120 Master's course")
 5. "Specialised Orthodontics", 60 ECTS credits (hereinafter: "SPO060") and 90 ECTS credits (hereinafter: "SPO090").
- (2) Students who meet the following requirements can be admitted to the courses listed in Paragraph 1 Nr 1 to 5:
1. Evidence of a domestic university degree in medicine (stomatology) or dentistry equivalent to at least 300 credits in accordance with ECTS standards, or an equivalent domestic or foreign university degree in accordance with Section 63a Para 1 HG,
 2. Proof of qualified practical work experience after the first professional degree of no less than one year and
 3. Proof of sufficient knowledge of German or English according to the completed level C 1 of the European Framework of Reference for Languages. Proof is provided by means of suitable language certificates.
- (3) In addition to the requirements according to Para. 2, applicants for the SPO060 and the SPO090 course (Para. 1 Nr 5) must already be enrolled in a post-graduate programme to become a specialist orthodontist in Germany. Possible exceptions lie in the discretion of the responsible Board of Examiners.

- (4) The responsible Board of Examiners shall decide whether admission requirements are met and in particular shall decide on the equivalence of foreign degrees and other qualifications acquired abroad.
- (5) The Master's courses listed in Para. 1 shall be offered under private law in accordance with Section 66 Para. 6 HG. The pre-requisite for admission to the Master's programme is the conclusion of a training contract with the International Medical College, IMC. Students can be enrolled at UDE as post-graduate students.

Section 2

Objective of the Course and Purpose of the Examination

- (1) The objective of the Master's courses listed in Section 1, Para. 1 is the consolidation of scientific knowledge and experience and the expansion of subject-related vocational knowledge and experience by means of practice-related teaching sessions and learning formats in the dentistry-related fields of orofacial medicine, dental surgery, implantology, periodontology, specialised orthodontics, conservative dentistry and biomedical techniques.
- (2) In successfully passing examinations and successfully completing the Master's thesis, the students demonstrate that they have acquired the following competencies:
 1. They are able to interpret and to apply recent scientific findings in the fields of oral medicine and oral and maxillofacial surgery that are required for working in the field of oral medicine,
 2. They have acquired knowledge of scientific-philosophical basics of natural sciences, developed an understanding of ethical dimensions of their actions and decisions, and they are able to independently reflect on current discussions about dental and biomedical scientific topics,
 3. They have mastered the most important procedures of descriptive statistics and the implementation of basic statistical methodology as well as the development of understanding the design and conception of clinical and laboratory studies in view of their feasibility and the quality of study results,
 4. They know how to deal with and interpret scientific opinions selected by evidence-based criteria on various oral medical and biomedical topics, they have mastered scientific methods for evaluating hypotheses and the assessment of the reliability and validity of test results,
 5. They know how to write and present research results and submit publications (including electronic ones),
 6. They have learned about Web 2 technologies and their implementation and gained experience with online media,

7. They have obtained the ability to communicate with specialists and colleagues, and
8. They have learned how to apply the acquired oral medical treatment methods and techniques to their own work.

Section 3 Master's Degree

- (1) Upon successful completion of the Master's examination, the Medical Faculty awards the academic degree "Master of Science" (M.Sc.) in:
 1. "Implantology and Dental Surgery (60 ECTS credits, 90 ECTS credits or 120 ECTS credits)",
 2. "Restorative and Aesthetic Dentistry (60 ECTS credits, 90 ECTS credits or 120 ECTS credits)",
 3. "Periodontology (60 ECTS credits, 90 ECTS credits or 120 ECTS credits)",
 4. "Advanced General Dental Practice (60 ECTS credits, 90 ECTS credits or 120 ECTS credits)", or
 5. "Specialised Orthodontics (60 ECTS credits or 90 ECTS credits)"

Section 4 Standard Period of Study and Scope of Studies, Language of Instruction

- (1) The standard period of study for the Master's programmes IDS060, RAD060, P060, AGDP060 and SPO060 shall be three semesters (18 months) each, including the Master's examination to be taken (Section 9). For the Master's programmes IDS090, RAD090, P090, AGDP090 and SPO090, the standard period of study is four semesters (24 months) each, including the Master's examination to be taken (Section 9). For the Master's programmes IDS120, RAD120, P120 and AGDP120, the standard period of study is four semesters (24 months) each, including the Master's examination to be taken (Section 9).
- (2) The Master's programme listed in Section 1 Para. 1 shall have a modular structure in all parts. A module is a combination of thematically and temporally coordinated teaching units. The European Credit Point Transfer System (ECTS) is used to record the total amount of time spent by students on their work. Each and any teaching unit is associated with credits in accordance with the European Credit Point Transfer System (ECTS), which corresponds to the respective study workload required. For an ECTS credit, a workload of 25 hours is assumed for students in attendance and self-study. The ECTS credits do not imply any qualitative assessment of the student's academic performance.
- (3) In the Master's programmes IDS060, RAD060, P060, AGDP060 and SPO060, a total of at least 60 ECTS credits each must be acquired. At least 42 ECTS credits must

be earned for the subject-specific modules and teaching units, 15 ECTS credits for the Master's thesis and 3 ECTS credits for the final oral Master's examination including the preparations.

The Master's programmes IDS090, RAD090, P090, AGDP090 and SPO090 each require a total of at least 90 ECTS credits. At least 72 ECTS credits must be earned for the subject-specific modules and teaching units, 15 ECTS credits for the Master's thesis and 3 ECTS credits for the final oral Master's examination including the preparations.

The Master's programmes IDS120, RAD120, P120 and AGDP120 each require a total of at least 120 ECTS credits. At least 102 ECTS credits must be earned for the subject-specific modules and teaching units, 15 ECTS credits for the Master's thesis and 3 ECTS credits for the final oral Master's examination including the preparations.

(4) Annex 2 of the examination regulations includes a curriculum for the individual Master's programmes with the following binding requirements:

1. The modules and the teaching units assigned to them,
2. The main contents and qualification objectives of the teaching units,
3. Attendance time and hours of personal performance/self-study incl. examination preparation,
4. The credits,
5. The examination performances.

The tabular overviews for the respective study programmes are regarded as a recommendation for a proper structure of the study programme within the standard period of study. The tabular overviews are supplemented by the respective module handbooks. The respective module handbooks must contain at least the information indicated as necessary in the tabular overview. In addition, the module handbooks contain detailed descriptions of the teaching content, the competencies to be acquired listed in Section 2 Para. 2, the examinations prescribed in these examination regulations, the forms of teaching, the time required (in credits and SWS (*Semesterwochenstunden* - weekly hours per semester)) as well as the division into compulsory and optional parts. The module handbooks must be adapted to the course of studies as required and taking into account the requirements of the tabular overview of the course of studies.

(5) The courses and the exams are offered in German and English. It is therefore possible to study for the respective master's degree in German or English.

Section 5 Scientific Advisory Board

(1) In agreement with the Dean of the Faculty of Medicine and the Scientific Director of the IMC, the Rector shall appoint the members of the Scientific Advisory Board (maximum 10 members). The appointment is for a term of three years. Re-appointment is possible.

- (2) The Scientific Advisory Board shall adopt its own rules of procedure and, in addition to the tasks formulated in these rules, shall have the following overarching tasks:
1. Monitoring of proper implementation of the admission procedure (Section 1) by the respective responsible examination boards for the purpose of quality assurance
 2. Checking the curricula and their conformity with the relevant examination regulations,
 3. Monitoring of execution of the examinations by the respective responsible examination committees in accordance with the respective examination regulations for the purpose of quality assurance,
 4. Selecting and evaluating the teachers;
 5. Continuous evaluation of the courses and their implementation;
 6. Advising the IMC on the design of curricula and the organisation of studies.

Section 6 Board of Examiners

- (1) For the organisation of the examinations and the fulfilment of the tasks assigned by these examination regulations, the Dean of the Faculty of Medicine, on the recommendation of the Scientific Advisory Board and after the vote of the Faculty Council, appoints Boards of Examiners for
1. The IDS060, IDS090 and IDS120 Master's courses,
 2. The RAD060, RAD090 and RAD120 Master's courses,
 3. The P060, P090 and P120 Master's courses,
 4. The AGDP060, AGDP090 and AGDP120 Master's course, and
 5. The SPO060 and SPO090 Master's course.

For the master's courses mentioned in Para 1 Nr 1 to 5, the dean of the medical faculty can also set up individual examination committees on the recommendation of the scientific advisory board and after the vote of the faculty council.

- (2) The Board of Examiners shall each consist of: three university professors, one member of the student group. Members of the group of university teachers must have a majority in the Board of Examiners.
- (3) The term of office of the members shall be 3 years; that of the student member shall be 1 year. Re-appointment is permissible. The individual Board of Examiners may draw up their own rules of procedure. The individual Board of Examiners may transfer the performance of their duties for all routine matters (in particular the determination of examination dates, the appointment of examiners and assessors, recognition procedures, compensation for disadvantages and examination conditions for students in special situations, inspection of examination files) to the respective chairperson, or may carry out the performance of their duties by circulation (in paper form with signature and date or by e-mail in electronic form); this does not apply to decisions on objections and the report to the faculty. A circulation

procedure is not permitted if a member of the respective Board of Examiners objects to the procedure in an individual case.

- (4) The individual Boards of Examiners only have a quorum if at least four members are present and the voting members of the group of university teachers have a majority of votes. The meetings of the Board of Examiners may also be held by telephone or video conference, provided that it is ensured that each board member can simultaneously listen and reply to everything despite being physically separated. The individual Board of Examiners shall decide by simple majority. In the event of a tie, the chairperson shall have the casting vote. Abstentions do not count as votes cast.
- (5) The student member shall not participate in pedagogical-scientific decisions, in particular in the assessment, recognition or crediting of study and examination achievements, the determination of examination tasks and the appointment of examiners and assessors.
- (6) The Boards of Examiners shall ensure that the provisions of the examination regulations be complied with and shall ensure that examinations be conducted properly. For the respective study programmes, they are particularly responsible for deciding on appeals against decisions made in examination procedures. They regularly report to the faculty and the Academic Advisory Board on the development of the examinations and study times including the actual processing times for the Master's thesis as well as on the distribution of the module and overall grades. The report must be disclosed in an appropriate manner by the IMC. The Boards of Examiners make suggestions for the reform of the study regulations, the curriculum, the examination regulations and the module descriptions.
- (7) The members of the Boards of Examiners shall have the right to attend the examinations.
- (8) The meetings of the Boards of Examiners are not open to the public. The members of the Boards of Examiners are subject to confidentiality. They shall be bound to confidentiality by the chairperson of the respective Board of Examiners.

Section 7

Recognition of Examination Performance

- (1) Examination performances which have been completed in study courses at state or state-recognised higher education institutions, at state or state-recognised vocational academies or in study courses at foreign state or state-recognised higher education institutions shall be recognised upon application, provided that there is no material difference between the acquired competencies and the performances which are being replaced. Notwithstanding Section 1 Para. 2, recognition within the meaning of Sentence 1 serves the purpose of continuing studies and taking examinations. Agreements of equivalence and agreements between the Federal Republic of Germany and other states on equivalence in higher education which favour students

of foreign states in deviation from Sentence 1 shall take precedence over the provisions of Sentence 1.

- (2) Upon application, knowledge and qualifications acquired other than through a course of studies can be recognized on the basis of submitted documents for up to half of the total ECTS credits to be proven, if said knowledge and qualifications are equivalent in terms of content and level to the examination performances they are intended to replace. This applies in particular to the knowledge and qualifications acquired in further specialist training in oral surgery, oral and maxillofacial surgery or orthodontics.
- (3) It is the responsibility of the applicant to provide the necessary information on the performance to be recognised. In the cases referred to in Para. 1, the documents must contain statements on the competencies acquired and, in the cases referred to in Para. 2, on the content and level of the services to be recognised. The documents must be submitted to the relevant Board of Examiners.
- (4) The Board of Examiners responsible for the Master's programmes is responsible for the recognition in accordance with Paragraphs 1 and 2. Decisions on applications for recognition of achievements in accordance with Paragraphs 1 and 2 shall be taken within a period of 12 weeks from submission of the application. The relevant person/institution of the respective field of studies may be consulted before equivalence within the meaning of Section 63a HG is decided upon. In proceedings pursuant to Para. 1, the respective Board of Examiners shall bear the burden of proof that an application does not fulfil the requirements of Para. 1 for recognition.
- (5) If examination results are recognised, the grades must be adopted and the credits awarded, provided that the grading systems are comparable. The grades adopted shall be included in the calculation of the module grades and the overall grade. In the case of incomparable grading systems, the note "passed" shall be included. This evaluation is not included in the calculation of the module grade and the overall grade. The recognition is marked with a footnote in the certificate.
- (6) If the relevant Board of Examiners rejects an application for recognition, students will receive the justification for such decision with instructions on how to appeal.

Section 8 Examiners and Assessors

- (1) The Board of Examiners responsible in each case shall appoint the examiners and, in the case of oral examinations, the assessors. For the final oral examination, a Board of Examiners consisting of at least two examiners shall be appointed. As a rule, the lecturers of the modules are selected as examiners.
- (2) Only university teachers and other persons entitled to sit examinations under higher education law and who are entitled to teach independently in the subject area to

which the examination relates may be appointed as examiners. Only persons who have passed or acquired the corresponding Master's examination or a comparable examination or a comparable qualification may be appointed as assessors in oral examinations. The relevant Board of Examiners decides on equivalents.

- (3) The candidate may make proposals concerning the examiner or a group of examiners for the written Master's thesis and the colloquium (oral examination). The proposal does not constitute a claim.
- (4) The chairperson of the relevant Board of Examiners shall ensure that the candidate is notified of the names of the examiners in good time, but at least two weeks before the date of the examination.
- (5) The examiners shall be independent in their examination activities.
- (6) Section 6 Para. 8 Sentences 2 and 3 shall apply mutatis mutandis (ie with necessary changes having been made) to the examiners and assessors.

II. Master's Degree Examination

Section 9 Objective, Components, Procedure

- (1) In having passed the Master's examination, the candidate proves that they have achieved the objective of the respective course content, in particular that they are familiar with the basic content, have mastered the methodological instruments and have gained a systematic overview of problem areas and design options.
- (2) The Master's examination shall consist of
 1. Module examinations during the course of study (Section 11),
 2. The written Master's thesis (Section 16), and
 3. The final oral examination ('colloquium', Section 17).
- (3) After receipt of the written Master's thesis, the in each case responsible Board of Examiners shall set the date for the oral final examination and shall immediately inform the candidate of this in writing.
- (4) The Master's examination shall in principle be completed within the standard period of study specified in Section 4 Para. 1. If there is no registration for the master's examination three semesters after the end of the standard period of study at the latest, the students lose the right to take the examination unless they can prove that they are not responsible for missing the deadline. When calculating the deadline, Section 64 (3a) HG NRW must be observed.

Section 10

Admission to Take Part in Examinations

- (1) The relevant examination board determines the form and deadlines for the application for admission to the master's examination.
- (2) Students may be admitted to such examinations only if, in the semester during which they register for the examination or take the examination, they
 1. Fulfil the requirements of Section 1,
 2. Are enrolled in one of the continuing Master's programmes listed in Section 1 Para. 1,
 3. Have paid the fee for the course of study, and
 4. Meet the eligibility conditions for admission provided for in these examination regulations.
- (3) Admission to take part in examinations shall be refused if:
 1. The requirements of Para. 2 are not met,
 2. The student at a higher education institution within the scope of application of the Basic Law has already passed an examination in the chosen course of study or a course of study which is closely related in terms of content, or has finally failed an examination provided for in these examination regulations, or
 3. The student is already enrolled in an examination procedure at a higher education institution within the scope of application of the Basic Law in the chosen course of study or a course of study with a considerable proximity to content,
- (4) Admission to the examinations shall be decided by the relevant Board of Examiners or, in accordance with Section 6 Para. 3 Sentence 4, by the chairperson.
- (5) This regulation applies to all module examinations.

Section 11

Structure and Form of the Module and Partial Module Examinations as well as Academic Achievements During the Course of Study

- (1) Module examinations shall in principle relate to the competency objectives of the module. It is also possible to complete several modules with a joint examination. Module examinations may also consist cumulatively of several partial examinations. It is essential that the achievement of the module-specific learning objectives be proven by passing an examination or partial examinations. The scope of the examination must be limited to the extent deemed necessary in each case.

- (2) The module and partial module examinations are taken during the course of study and complete the respective module. Credits are awarded when the respective performance required in the examination regulations is proven.
- (3) Examinations may be taken in German or English, at the candidate's discretion.
- (4) Examinations during the course of study shall be graded; the grading of the module and partial module examinations during the course of study from the basic modules shall not be included in the overall grade. The assessment of written examinations should be completed within a period of 4 weeks. The evaluation of the written examination results will be announced to the students in writing or by e-mail.
- (5) The module and partial module examinations may be taken
 1. As oral examinations,
 2. In writing or in electronic form as written examinations, or
 3. As other examination performances.
- (6) The content, the qualification goal, the form of teaching, the prerequisites for participation, the workload as well as the form and duration of the examination performances of the modules are shown in the respective curriculum. The definitive examination requirements are described in the module handbook. At the beginning of each teaching/learning format, the students shall be informed by the respective lecturer about the form and time frame of the module examination.
- (7) In addition to the module and partial module examinations, academic achievement may also be required. Academic achievement serves to assess the individual learning level of the students. This can be a prerequisite for admission to module and partial module examinations. The kind of academic performance required is described according to form and scope in the module handbook. The regulations on registration for and repetition of examinations do not apply. The assessment of the academic performance is not taken into account for the formation of the module grades.

Section 12

Registration and Deregistration of Examinations Accompanying the Course of Studies, Publication of Examination Results

- (1) The dates for the module examinations during the course of study shall be announced by the relevant Board of Examiners at least 6 weeks before the examination is to be taken.
- (2) Students are obliged to inform themselves about the examination dates.
- (3) The students are obliged to register for all module examinations in good time. The form and deadline are determined by the relevant examination board and announced in good time

- (4) If for any reason a student wishes to deregister from an examination, they must deregister at least one week prior to the examination date (preclusive period). In the case of other examination performances within the meaning of Section 15, deregistration from the examination after the examination topic has been issued is no longer permissible.
- (5) In the case of written examinations, the examination results are announced by email and are also posted online in the student's personal examination area. In the case of oral examinations, the result of the examination will be announced orally after the examination. In addition, the result of the oral examination is also posted online in the student's personal examination area.

Section 13 Oral Examinations

- (1) In oral examinations, the student shall prove that he or she is able to recognise the interrelationships of the field of examination and to classify specific questions in these interrelationships. The oral examination is also intended to establish whether the student has acquired the necessary competencies and achieved the learning objectives.
- (2) As a rule, oral examinations are taken in the presence of at least one examiner and in the presence of an assessor as an individual examination or a group examination. Before determining the grade according to the evaluation scheme in Section 23, the assessor shall be heard.
- (3) In the case of an oral examination as a group examination, no more than four students may be examined simultaneously.
- (4) Oral examinations shall last a minimum of 15 minutes and a maximum of 45 minutes per student. In justifiable cases, it is possible to deviate from this time frame.
- (5) The essential subjects and results of an oral examination shall be recorded in a protocol. The result of the examination shall be made known to the student at the end of the oral examination.
- (6) In the case of oral examinations, students who wish to take the same examination at a later date may, upon application, be admitted as listeners unless the student being examined objects. The examiner decides on the application according to the number of places available. Admission as a listener, however, does not extend to the consultation and announcement of the examination results. Candidates of the same semester examination date are excluded as listeners.

Section 14

Written examinations

- (1) In the written examination, students shall prove that they can identify and define a problem with the current methods of their subject within a limited period of time, identify scientific methodology and propose solutions.
- (2) Written examinations may be conducted in whole or in part using multiple choice questionnaires. Multiple choice examinations must be supervised by at least two examiners. Prior to the examination date, the examiners must determine which answers are correct and which modalities apply when awarding points. If the examination contains more than only a small number of questions/tasks with multiple-choice answer options, the weighting of the individual parts must also be determined. The correction may be automated by means of appropriate technical procedures. The Board of Examiners may adopt guidelines or recommendations for written examinations with multiple-choice answer options.
- (3) Examinations may be conducted as software-based examinations (e-examinations). Paragraphs 1 and 2 shall apply mutatis mutandis. Students must be informed of the type of examination. They must be given the opportunity to familiarise themselves with the examination conditions on site and with the examination system.
- (4) The duration of the examination should be at least 90 minutes and at most 120 minutes.
- (5) Written examinations the final failure of which does not allow for any possibility of compensation shall be evaluated by at least two examiners within the meaning of Section 8.
- (6) Each written examination shall be evaluated in accordance with the evaluation scheme in Section 23. In the case of Para. 5, the grade shall be derived from the arithmetic mean of the individual evaluations in accordance with Section 23. The criteria for the examination evaluation will be disclosed.
- (7) As a rule, the evaluation procedure will be completed within four weeks. Deviations from this may only be made for compelling reasons which are to be recorded on file.

Section 15

Other Examination Performances

- (1) Individual thematic aspects of the study units may be examined by other examination performances, in particular, in the form of internship protocols, presentations or research.
- (2) An internship protocol is a formalised written report on the activity.

- (3) A presentation is a media-supported presentation of a result.
- (4) Information obtained through research on a given topic is recorded in written form with reference to the source.
- (5) The general rules for protocols, presentations, research and other examination performances shall be laid down by the respective Board of Examiners. The more detailed provisions for protocols, presentations, research and other examination performances shall be determined by the examiner; the assessment of these forms of examination shall be the sole responsibility of the examiner.

Section 16 **Written Master's Thesis**

- (1) The Master's thesis will demonstrate that the candidate is able to independently work on a problem from their subject area applying scientific methods within a specified period of time and to independently establish a meaningful connection based on scientific and professional methods between the study content and professional practice on the basis of their personal professional experience.
- (2) The prerequisite for admission to the Master's thesis is proof of successful completion of examinations during the course of study:
 1. For 120 ECTS degree programmes with a total of 60 ECTS credits,
 2. For 90 ECTS degree programmes with a total of 45 ECTS credits,
 3. For 60 ECTS degree programmes with a total of 30 ECTS credits.

Examinations for the respective basic modules must have been taken in full. The responsible Board of Examiners decides on exceptions.

- (3) The student registers for the Master's thesis via the IMC online portal with the respective responsible Board of Examiners. The application must be accompanied by a proposed topic for the written Master's thesis.
- (4) The topic of the Master's thesis must deal with a question
 1. From the field of oral surgery and/or implantology for the IDS060, IDS090 and IDS120 courses of studies,
 2. From the field of conservative and aesthetic dentistry for the RAD060, RAD090 and RAD120 courses of studies,
 3. From the field of periodontology for the P060, P090 and P120 courses of studies,
 4. From the field of general dentistry for the AGDP060, AGDP090 and AGDP120 course of studies

5. From the field of orthodontics for the SPO060 and SPO090 course of studies.
- (5) The topic of the Master's thesis may be assigned and supervised by all lecturers working in the teaching of all courses of study listed in Section 1 Para. 1 in consultation with the responsible Board of Examiners. If the Master's thesis is to be supervised by a person who is not entitled to take an examination in the respective Master's programme, the approval of the chairperson of the respective Board of Examiners is required. Candidates may propose a lecturer as supervisor. They may also propose the topic of the Master's thesis. The proposals do not constitute a claim.
 - (6) The Master's thesis shall be written in German or English; upon application to and approval by the relevant Board of Examiners, it may also be written in another language. Approval may only be granted if the first and second examiners determined in accordance with Para. 12 are proficient in the respective language.
 - (7) The topic of the Master's thesis shall be issued by the chairperson of the respective Board of Examiners. The date of issue shall be recorded. The chairperson of the respective Board of Examiners shall immediately inform the candidate of the topic and the task for the written Master's thesis as well as the deadline. The processing time is 16 weeks. The topic, task and extent of the Master's thesis must be limited by the supervisor in such a way that the deadline for processing the examination paper can be met. As a rule, the Master's thesis should not comprise more than 30 pages. If necessary, detailed results can be summarised in an appendix.
 - (8) In individual cases, the respective Board of Examiners may extend the processing time by a maximum of six weeks on the basis of a reasoned written request, provided that this request be submitted immediately after the reason for requesting deferment has occurred and before the processing time has expired.
 - (9) The Master's thesis may also be admitted in the form of a group thesis if the contribution of the individual candidate to be assessed as examination performance is clearly distinguishable and assessable on the basis of the indication of authorship of paragraphs, page numbers or other objective criteria which enable a clear distinction to be made and fulfils the requirements set out in Para. 1.
 - (10) When submitting the Master's thesis, candidates must declare in writing that they have written their paper independently - in the case of a group paper, their correspondingly marked part of the paper - and have not used any sources and aids other than those specified.
 - (11) The Master's thesis must be submitted in due time to the respective Board of Examiners in duplicate in printed and bound copies as well as in digital text form. The time of submission must be recorded. If the work is not delivered on time, it shall be deemed "insufficient".
 - (12) Each Master's thesis is evaluated by two examiners. One of the examiners is the lecturer who issued the topic of the thesis. The second examiner is appointed by the

chairperson of the respective Board of Examiners. At least one examiner must be a lecturer in the respective course of study.

- (13) The evaluation shall be carried out in accordance with the evaluation scheme in Section 23 and shall be justified in writing. The grade of the thesis is generally formed from the arithmetic mean of the individual evaluations, provided that the difference does not exceed 2.0. In the case of a difference of more than 2.0 between the individual evaluations or if only one evaluation is better than "insufficient" (5.0), the Board of Examiners will appoint a third examiner to evaluate the Master's thesis. In these cases, the grade is calculated from the arithmetic mean of the two better grades. However, the Master's thesis can only be evaluated as "sufficient (4.0)" or better if at least two grades are "sufficient" (4.0) or better.
- (14) As a rule, the evaluation procedure may not exceed four weeks. Deviations from this rule are only possible for compelling reasons that must be recorded on file.

Section 17 Colloquium

- (1) In the colloquium, candidates shall prove that they recognise the interrelationships of the examination area in accordance with the chosen Master's programme, that they are able to place specific questions in these interrelationships and that they possess broad basic knowledge.
- (2) The application for admission to the colloquium always takes place together with the application for admission to the master's thesis according to Section 16 Para 3.
- (3) The prerequisite for invitation to the oral final examination (colloquium) is the timely submission of the written Master's thesis. If a repeat examination is required for the colloquium in accordance with Section 18 Para 5, the relevant Board of Examiners will extend the invitation to do so. There must be at least two weeks between the first attempt at the examination and the repeat examination. A sufficient period of time between the announcement of the examination results of the first examination attempt and the taking of the repeat examination is ensured.
- (4) The colloquium is taken by an examiner and in the presence of an assessor as an individual examination or a group examination. Before determining the grade according to the evaluation scheme in Section 23, the assessor must be heard.
- (5) The colloquium shall last a minimum of 20 minutes and a maximum of 30 minutes per candidate. In justified cases, it is possible to deviate from this time frame.
- (6) The essential subjects and results of the examination in the individual specialist areas shall be recorded in a protocol. The result of the examination shall be communicated to the candidate at the end of the oral examination.

Section 18 Repetition of Examinations

- (1) An examinations passed during the course of study, a passed Master's thesis and a passed colloquium may not be repeated, with the exception of the cases specified in Section 19. In the case of examinations that have finally not been passed, the student will receive a notification from the respective Board of Examiners with information on legal appeal.
- (2) Each failed examination during the course of study may be repeated twice. Registration for the first repetition attempt should be made within one year of completing the last examination attempt. The period begins with the announcement of the first failure of the examination accompanying the course of study. When calculating the deadline, Section 64 Para 3a HG NRW must be observed.
- (3) A Master's thesis that has not been passed can be repeated once. Registration for the repeat attempt is to be made within one year of the announcement of the evaluation. For the calculation of the deadline, Section 64 Para 3a HG NRW must be observed. A new topic will be issued for the repeat attempt of the written Master's thesis
- (4) A failed colloquium can be repeated once. The invitation to repeat attempts is made by the relevant Board of Examiners in accordance with Section 17, Para 3.
- (5) Repeat examinations where in the event of final failure there is no possibility of compensation shall be assessed by two examiners.

Section 19 Free Trial

- (1) If the admission requirements are met, module examinations may also be taken prior to the semesters specified in the curriculum (Annex 2 of the examination regulations) (free trial).
- (2) Upon application, module examinations that have been passed in the free trial or at least examinations that have been marked "sufficient" (4.0) may be repeated once to improve the grade at the next possible examination date. In these cases, the better grade counts. The form and deadline of the application will be determined by the respective Board of Examiners and announced in accordance with faculty practice. After the expiry of the next regular examination date or the application deadline, an improvement in grades is no longer possible. Examination results that have been assessed as at least "sufficient" (4.0) will be credited upon application when a module examination is repeated to improve grades.

- (3) A module examination which has not been passed in the free trial shall be deemed not to have been carried out. Examination performances that have been assessed as at least "sufficient" (4.0) will be credited in the following examination procedure. If the possibility of an improvement in grades according to Para. 2 is used for examination performances, the better grade shall be credited.
- (4) In addition to the cases under Section 21, the respective Board of Examiners shall also decide, upon application by the student, on the non-recognition of periods of interruption of studies due to a prolonged illness of the student or a child predominantly to be cared for by the student, as well as periods of study abroad, for the application of the free trial regulation.

Section 20

Failure, Rescission, Deception, Breach of Regulations

- (1) An examination performance shall be deemed to have been assessed as "insufficient" (5.0) if the student misses an examination date without a valid reason or they resign without a valid reason after the start of an examination they have taken. The same applies if a written examination is not completed within the specified processing time.
- (2) The reasons given for the omission or resignation must be notified in writing to the Board of Examiners immediately, i.e. in principle within a maximum of three working days, after the date of the examination to the respective Board of Examiners and made credible. In the event of illness, the student must submit a medical certificate stating the inability to take the examination and its probable duration. If the reasons are acknowledged, the examination attempt will not be evaluated. The student will be informed of this in writing. In this case, they shall take the next offered examination date. If a child up to the age of 14 is mainly cared for by the student alone, an illness of the child proven by a medical certificate is equivalent to an illness of the student. The same applies to the illness of a relative in need of care.
- (3) If the student attempts to influence the result of their examination performance by deceiving or using unauthorised aids, the examination performance in question shall be deemed to be "insufficient" (5.0); the determination shall be made and recorded by the respective examiner or the supervisor. The examiner or the respective Board of Examiners may use appropriate software or other electronic aids to determine the deception. A student who interferes with the proper conduct of the examination may be excluded from further participation in the examination by the respective examiner or the supervisor following a warning; in this case, the examination performance in question shall be assessed as "insufficient" (5.0). The reasons for the exclusion must be recorded on file. In serious cases, the respective Board of Examiners may exclude the student from further examination work. The candidate must be informed immediately in writing of the accusation of deception and/or breach of regulations, given the reasons for the accusation and provided with instructions on how to appeal.

- (4) Within 14 days of the announcement of the assessment of an examination performance, the student may request that decisions pursuant to Para. 3 be reviewed by the Board of Examiners. The Board of Examiners shall inform the student in writing of any incriminating decisions of the Board of Examiners in question, stating the reasons for such decisions and providing information on legal appeal.
- (5) The respective Board of Examiners may require the student to make an affidavit in lieu of an oath that the examination performance has been performed by the student independently and without undue external assistance or input. Anyone who intentionally attempts to cheat in accordance with Para. 3 shall be deemed to be acting in breach of the regulations. The offence can be punished with a fine of up to 50,000 euros. The competent administrative authority for the prosecution and punishment of administrative offences is the Chancellor. In the event of multiple or other serious attempts at deception, the student may also be exmatriculated.

Section 21

Students in Special Situations

- (1) For disabled and chronically ill students, the relevant Board of Examiners shall determine the examination conditions regulated in these examination regulations at the request of the student, taking into account regulations compensating for disadvantages and taking into account the individual case.
- (2) For students who are subject to the protection provisions of the Maternity Protection Act, the Board of Examiners responsible in each case shall determine the examination conditions set out in these examination regulations at the request of the student, taking into account the individual case
- (3) For students who are determined primary carers (or provide) for their spouse, registered civil partner or a close relative or relative-in-law who requires care or provision, the relevant competent Board of Examiners shall, upon application by the student and taking into account any downtime caused by such care and taking into account the individual case, determine the periods and dates regulated in these examination regulations.

Section 22

Passing and Failing the Master's Examination

- (1) The Master's examination shall be passed if all examinations in accordance with Section 9 Para. 2 have been successfully completed and 120 ECTS credits have been acquired in the 120 ECTS credits variant of the degree programmes, 90 ECTS credits have been acquired in the 90 ECTS credits variant of the degree programmes, and 60 ECTS credits have been acquired in the 60 ECTS credits variant of the degree programmes.

- (2) The Master's examination shall be deemed to have been failed if a required examination in accordance with Paragraph 1 has not been successfully completed, if it is no longer possible to repeat this examination, and if there is no possibility of compensation for the examinations accompanying the course of study in accordance with Section 9 Para. 2 No. 1.
- (3) If the Master's examination has finally been failed, a certificate shall be issued by the relevant Board of Examiners upon application by the student and upon presentation of the relevant supporting documents and the de-registration certificate, which will show the successfully completed examinations, their grades and the ECTS credits acquired and will indicate that the Master's examination has not been passed.

Section 23

Composition of Examination Grades

- (1) The assessment of the individual examinations during the course of study shall be determined by the respective examiners. The following grades shall be used for the assessment:

1	=	Very Good	=	Excellent performance;
2	=	Good	=	An achievement which is considerably above the average requirements;
3	=	Satisfactory	=	A performance corresponding to average requirements;
4	=	Sufficient	=	A performance which, despite its shortcomings, still meets the requirements;
5	=	Insufficient	=	A performance which does not meet the requirements due to significant deficiencies.

By lowering or increasing the individual grades by 0.3, intermediate values within the limits of 1.0 and 4.0 can be formed for the differentiated evaluation of the performances.

- (2) If an examination during the course of study is assessed by several examiners, the grades shall be calculated from the arithmetic mean of the individual grades. Only the first decimal place after the decimal point is taken into account when forming the grades; all other digits are deleted without rounding. The grade is given:

For an average of up to and including 1.5	=	Very Good;
For an average of 1.6 up to and including 2.5	=	Good;
For an average of 2.6 up to and including 3.5	=	Satisfactory;
For an average of 3.6 up to and including 4.0	=	Sufficient;
For an average of 4.1 or worse	=	Insufficient.

- (3) An examination during the course of study is passed if it was finally assessed as "sufficient (4.0)" or better. An examination during the course of study is not passed if

it was assessed as "insufficient (5.0)" and all repetition options according to Section 18 have been exhausted.

- (4) In the case of examinations with a multiple-choice component of at least one third of the total examination, the following grading scale will be used as the basis for grading:
1. The examination is passed if the student has answered at least 60 percent of the examination questions correctly or if the number of questions answered correctly by the student does not fall short of the average examination performance of the candidates by more than 22 percent.
 2. The performance in the written examination is to be evaluated as follows:
If the student has reached the minimum number of correctly answered examination questions required to pass the examination according to Para. 4 No. 1, the grade shall be given:
 - a. "1.0-1.3" if they have answered at least 75 percent of the questions correctly,
 - b. "1.7-2.3" if they have answered at least 50 per cent but less than 75 per cent of the questions correctly,
 - c. "2.7-3.3" if they have answered at least 25 but less than 50 percent of the questions correctly,
 - d. "3.7-4.0" if they have answered none, or less than 25 percent of the questions correctly.

In the case of only a small number of multiple-choice questions, the achieved points of all tasks can be aggregated to an overall grade.

Section 24 Formation of Module Grades

- (1) A module shall be deemed to have been successfully completed if all examinations accompanying the course of study belonging to this module have been passed. Upon successful completion of a module, the student is credited with the achieved ECTS credits.
- (2) The module grades are calculated from the arithmetic mean, weighted by ECTS credits, of all partial module examination grades assigned to the respective module. Only the first decimal place after the decimal point is taken into account; all other digits are deleted without rounding. (For the terms Grade Point and Credit Point, see Annex 1). The grades are:

For an average up to and including 1.5	=	Very Good;
For an average of 1.6 up to and including 2.5	=	Good;
For an average of 2.6 up to and including 3.5	=	Satisfactory;
For an average of 3.6 up to and including 4.0	=	Sufficient;
For an average of 4.1 or worse	=	Insufficient.

- (3) In addition to the grading (grade points), the following ECTS grades are assigned to the module grades, which provide information about the relative performance of the students and are also included in the Diploma Supplement. Students receive the following ECTS grades:

ECTS Grade	German Grade	ECTS Definition	German translation
A	1.0-1.5	Excellent	Hervorragend
B	1.6-2.0	Very good	Sehr gut
C	2.1-3.0	Good	Gut
D	3.1-3.5	Satisfactory	Befriedigend
E	3.6-4.0	Sufficient	Ausreichend
FX/F	4.1-5.0	Fail	Nicht bestanden

Section 25 Formation of the Overall Grade

- (1) The overall grade shall consist of three partial grades, each of which shall be incorporated into the overall grade to the tune of one third. The partial grades are:
1. The weighted arithmetic mean of the module grades,
 2. The grade of the written Master's thesis and
 3. The grade of the colloquium.
- (2) The overall grade of the Master's examination is also shown as a relative grade according to the ECTS grading scale (Section 24 Para. 3). If the Master's thesis has been graded 1.0 and the average of all other grades is 1.3 or better, the overall grade "passed with distinction" is given in the certificate in accordance with Section 23 Para. 1.

Section 26 Certificate and Diploma Supplement

- (1) If the student has passed the examinations, they shall, as a rule, within four weeks of taking the last part of the examination, receive a certificate showing the three partial grades in accordance with Section 25 and the overall grade. The certificate shall contain the topic of the Master's thesis. At the request of the student, the evaluations of additional modules and the duration of the studies required until the completion of the Master's examination may be included in the certificate and, if the legal requirements are met, the grades of the respective examination year (grade table, ranking) may be given in a supplement to the certificate. The evaluations of the individual examination performances are shown on a supplement to the certificate. The certificate shall bear the date of the day on which the last examination

performance was performed and shall be signed by the chairperson of the Board of Examiners responsible in each case.

- (2) In addition, the student will receive a Diploma Supplement (DS) in German according to the "Diploma Supplement Model" of the European Union/European Council/UNESCO. The text agreed between the German Standing Conference of the Ministers of Education and Cultural Affairs (*Kultusministerkonferenz*) and the Standing Conference of the Rectors of the Universities in the Federal Republic of Germany (*Hochschulrektorenkonferenz*) shall be used as a description of the national education system (DS Para. 8).
- (3) With the certificate and the Diploma Supplement, the student receives an English translation.
- (4) If the Master's examination has not been passed or is deemed not to have been passed, the chairperson of the relevant Board of Examiners shall issue a written notification to the student stating whether and, if so, to what extent and within what period the Master's examination may be repeated.

Section 27 Master's Certificate

- (1) At the same time as the certificate and the Diploma Supplement, the graduate receives the Master's certificate with the date of the certificate. The certificate certifies the award of the Master's degree in accordance with Section 3. The certificate shall be signed by the chairperson of the responsible Board of Examiners and the Dean of the medical faculty of Duisburg-Essen University and shall bear the seal of Duisburg-Essen University. If the student submits a corresponding application to the relevant Board of Examiners by the time the Master's thesis is registered in accordance with Section 16 Para. 3, the Master's certificate shall also include an English language version.

III. Final Conditions

Section 28 Invalidity of the Academic Degree

- (1) If the candidate has deceived during a performance or examination and this fact only becomes known after the certificate has been handed over, the responsible Board of Examiners may subsequently correct the grades for those performances for which the candidate has deceived and declare the examination failed in whole or in part.
- (2) If the prerequisites for admission to an examination were not fulfilled without the candidate having attempted to deceive, and if this fact only becomes known after the

certificate has been handed over, the defect shall be remedied by passing the examination. If the candidate has wilfully and wrongly obtained admission, the relevant Board of Examiners shall decide on the legal consequences in accordance with the Administrative Procedure Act for the State of North Rhine-Westphalia.

- (3) The candidate shall be given the opportunity to make a statement before a decision is taken.
- (4) The incorrect examination certificate, the Master's certificate and the diploma supplement shall be confiscated and, if necessary, new ones issued. A decision according to Paragraph 1 and Paragraph 2 Sentence 2 is excluded after a period of 5 years from the date of the examination certificate.

Section 29 Inspection of the Examination Files

- (1) Upon completion of the examination procedure or a completed partial examination, the student shall, upon request, be granted access to his or her written examination papers, the related reports of the examiners and the examination records.
- (2) The application must be submitted within one month of the examination certificate being handed over to the chairperson of the relevant Board of Examiners. The chairperson of this Board of Examiners shall determine the place and time of inspection.

Section 30 Transitional Provisions

These examination regulations apply to all students who begin their studies in the winter semester XXXX.

Section 31 Entry Into Force and Publication

These examination regulations shall come into force with effect from XX.XX.201X. They are published in the *Amtliche Mitteilungen* gazette of Duisburg-Essen University.

Issued on the basis of the decision of the Faculty Council of the Faculty of Medicine of XX.XX.2018.

Duisburg, Essen, the _____

For the Rector
of Duisburg-Essen University
The Chancellor
Dr. Rainer Ambrosy

Annex 1:

Legend (Meaning of Abbreviations)

- Cr = ECTS credits (study points)
- GP = Here: fictitious Grade Points for an examination
- CP = Credit Points for an examination
= Cr multiplied by the Grade Points of a test
- GPA = Grade Point Average of the module (Appendix 2) or Bachelor examination (Appendix 3)
= \sum of all Credit Points obtained / \sum of all Credits obtained