

Official Notifications

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Contents:

Examination Regulations

for the Degree Programme of
Architecture for Obtaining the
Title of
"Bachelor of Science"

at the
University of Siegen

Dated 31 January 2013

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The University of Siegen has enacted the following Examination Regulations based on Sec. 2 and Sec. 64 of the *Gesetz über die Hochschulen des Landes Nordrhein-Westfalen* [University Act of the Federal State of North Rhine-Westphalia] (HG) dated 31 October 2006 (GV.NRW. [Law and Ordinance Gazette of North Rhine-Westphalia] p. 474), last amended by the Act of 31 January 2012 (GV.NRW. p. 90):

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I. General Information

Art. 1

Scope of Application of the Bachelor Examination Regulations

These Bachelor Examination Regulations apply to all students who registered for the first time for the Degree Programme "Bachelor of Science" at the University of Siegen from the winter semester of 2011/12.

Art. 2

Objectives of the Degree Programme

- (1) ¹The Bachelor examination constitutes the first professional qualification of the degree programme ²The recognition under the *Kammergesetze* [Chamber Laws] shall remain unaffected thereby.
- (2) ¹The Bachelor programme will prepare students for their professional activities by taking into account the changes taking place in the profession and in the social environment. ²The necessary technical and methodological knowledge should enable the students to perform technical constructive and artistic work, to apply practice-oriented and academic findings and methods and should ensure a responsible work in their profession with regard to society and the environment.

Art. 3

Academic Degree

After the successful completion of this programme, the graduate will be awarded the academic title of "Bachelor of Science" (in short: "B.Sc.").

Art. 4

Admission Requirements to the Degree Programme

- (1) Persons who have obtained a general or subject-linked university entry qualification or a university of applied sciences entry qualification will be admitted to take part in the Bachelor degree programme.
- (2) ¹Students holding a university of applied sciences entry qualification must provide evidence that they have a general education meeting the requirements of the university and that they have special programme-related technical abilities. ²For details, please refer to the "*Ordnung für die Feststellung einer den Anforderungen der Hochschule entsprechenden Allgemeinbildung und einer studiengangbezogenen besonderen fachlichen Eignung an der Universität Siegen*" [Ordinance on the Determination of a General Education Meeting the Requirements of the University and of Special Programme-Related Technical Abilities at the University of Siegen] dated 16 August 2006.
- (3) In the case defined in Art. 8 (5), the preconditions set forth in para. 1 will be replaced, in full or in part, by the findings set out in the certificate on the placement exam.
- (4) ¹Students also need to submit a document demonstrating that they have performed practical work over 8 weeks, to be admitted to the degree programme. ²This basic internship will normally need to be performed before the start of the programme. ³For more details, please refer to the *Praktikumsordnung* [Internship Ordinance].
- (5) ¹The proof of practical work shall be deemed to be provided when the applicant has obtained the university of applied sciences entrance qualification at a *Fachoberschule für Technik* [Technical College], in the specialisation of civil engineering. ²Any periods of vocational training and professional work in the field can be accepted as practical work.

Art. 5

Standard Course Length and Scope of the Degree Programme

- (1) The standard course length for obtaining the Bachelor's degree is 6 semesters, including the Bachelor Thesis.
- (2) The programme, including the Bachelor Thesis, comprises 180 credits (see Annex: Course Timetable of the Degree Programme).
- (3) The Module Descriptions contain the times required for teaching and project work and the preparation and follow-up times for each of the modules or module elements.

Art. 6

Structure of the Degree Programme and Study Offers

- (1) The degree programme consists of 21 modules which form the content-related bases of the programme.
- (2) The modules and their module elements are listed in the Annex: Course Timetable of the Degree Programme.

Art. 7

Modularisation of the Range of Courses

- (1) ¹The degree programme is divided into modules. ²The modules consist of thematically and timely integrated and self-contained study units (module elements).
- (2) The modules normally comprise 5 to 15 credits and are normally held over one semester. For more information, please refer to the Module Descriptions.
- (3) ¹The admission to one of the modules might be made dependent on certain preconditions, in particular the necessary completion of another module or module element or of several other modules or module elements. ²For more information, please refer to the relevant Module Descriptions.
- (4) A precondition for the successful completion of any module or a module element is that students have obtained a certain number of credits.
- (5) The credits awarded for the individual parts of the programme are listed in the Course Timetable (Annex).

Art. 8

Acceptance of Study Periods, Study and Examination Results, Placement in a Higher Semester

- (1) Study periods, study and examination results obtained in a comparable degree programme at a different university which is subject to the scope of application of the Constitution will officially be accepted.
- (2) ¹Study periods, study and examination results obtained in other study programmes or at a different university or at state or state-recognised cooperative education colleges which are subject to the scope of application of the Constitution will be accepted, insofar as their equivalence has been determined. ²Study periods, study and examination results which were performed or achieved at universities outside of the scope of application of the Constitution, can be accepted at request, insofar as their equivalence has been determined. ³Equivalence shall be deemed to be fulfilled if the contents, scope and the requirements of these study periods, study and examination results correspond essentially to those at the University of Siegen. ⁴No schematic comparison shall be made to determine equivalence, but an overall consideration and overall

assessment. ⁵The *Äquivalenzvereinbarungen* [Agreements on Equivalence] as approved by the *Kultusministerkonferenz* [Standing Conference of the State Ministers of Education and the Arts in the Federal Republic of Germany] and by the *Hochschulrektorenkonferenz* [Standing Conference of Directors and Rectors of Universities and Other Higher Education Institutions of the Federal Republic of Germany] and the law of 16 May 2007 on the Convention on the Recognition of Qualifications concerning Higher Education in the European Region of 11 April 1997 ("Lisbon Recognition Convention") shall be observed regarding the equivalence of study periods, study and examination results achieved at universities abroad. ⁶The equivalence of study periods, study and examination results which are performed or achieved in the context of an exchange programme of the Department of Architecture at foreign universities shall be determined in accordance with the agreements made for that purpose. ⁷That shall apply to all mobility programmes, insofar as equivalence agreements were made. ⁸If no such equivalence agreements are in place, the Examination Board shall take a decision on the matter. ⁹In all other respects, the *Zentralstelle für ausländisches Bildungswesen* [Central Advisory Office on Foreign Education Systems] can be approached in case of doubt regarding equivalence.

- (3) Sections 1 and 2 shall apply, *mutatis mutandis*, to the acceptance of study periods, study and examination results obtained in state-recognised distance education courses or in distance study units developed by the federal state of North Rhine-Westphalia in cooperation with other federal states and the federal government.
- (4) ¹Applicants who are entitled to study in a higher semester based on a placement exam according to Sec. 49 (11) of the HG, will have their knowledge and abilities which they have demonstrated during the placement exam in accordance with the conditions of these Examination Regulations credited to the study performances to be achieved during the degree programme. ²The information set out in the notification on the result of the placement test will be binding for the acceptance of these performances.
- (5) ¹The Examination Board shall be responsible for the acceptance as referred to in sections 1 to 4. ²The representatives of the relevant technical fields shall be heard in case of doubt, before equivalence is determined. ³Decisions on requests for acceptance will be taken no later than two months after the Examination Board has received all information necessary for accepting the periods or results. ⁴Insofar as essential differences are found and evidenced in accordance with the Lisbon Convention, the decision to refuse the acceptance of periods and results shall be set out in writing and must contain reasons.
- (6) ¹When study and examination results are accepted, the grades shall be taken over and included in the calculation of the overall average- insofar as the grading system is comparable. ²In case of non-comparable grading systems, the standards of the ECTS (European Credit Transfer System) of the European Union shall be applied - notwithstanding any special treaties existing between the departments or universities.
- (7) ¹Insofar as the preconditions set forth in sections 1 to 4 have been met, the student shall be legally entitled to an acceptance of their results. ²The student shall submit the documents necessary for such acceptance.

Art. 9
Examination Board

- (1) ¹The faculty establishes an Examination Board for the "Bachelor of Science" degree programme which shall be responsible for organising the examinations and for the tasks assigned in the Examination Regulations. ²The Examination Board consists of a chairman or chairwoman, their deputy and five more members. ³The chairman or chairwoman, the deputy and two more members will be elected from the group of professors, one member from among the group of graduate teaching assistants and two members from the group of students. ⁴The office term of professors shall be three years, that of the graduate teaching assistants shall be two years and student members will have an office term of one year.
- (2) ¹The Faculty Board of Education • Architecture • Arts will elect the members of the Examination Board and their deputies, in case of absence, from the Department of Architecture on a proposal of their member groups for the office terms set forth in para. 1 sentence 4. ²Re-election shall be permissible. ³Any member who prematurely retires from the Board, shall be replaced by a by-election. ⁴The Examination Board will elect a chairman or chairwoman and their deputy from among its members who are professors.
- (3) The Examination Board is considered an authority in terms of the *Verwaltungsverfahrensgesetz* [Administrative Procedure Act].
- (4) ¹The Examination Board shall ensure compliance with the provisions of the Examination Regulations and a proper performance of the examinations. ²It shall, in particular, be responsible for deciding on objections against decisions taken in the examining procedure. ³The Examination Board may transfer the performance of their tasks to the chairman or chairwoman in all regular cases; that shall not apply to decisions on objections.
- (5) Members of the Examination Board who are students will not cooperate in the assessment, acceptance or crediting of study and examination results, the preparation of examination questions and the appointment of examiners and observers.
- (6) Members of the Examination Board are entitled to attend examinations. That applies to the exception of student members who need to take the same examination on the same examination date.
- (7) ¹The meetings of the Examination Board are not open to the public. ²The members of the Examination Board, their deputies, the examiners and observers are subject to the official duty of confidentiality. ³If they are not in public service, they will be sworn to confidentiality by the chairman or chairwoman of the Examination Board.
- (8) ¹The Examination Board shall constitute a quorum if, in addition to the chairman or chairwoman or the deputy and one more professor member, a minimum of two other members who are entitled to vote, are present. ²Resolutions will be passed with the simple majority of the votes cast. ³The vote cast by the member chairing the meeting shall decide in case of a tie.

Art. 10

Examiners and Observers

- (1) ¹The Examination Board will appoint the examiners and observers. ²It may transfer the task of appointing to the chairman or chairwoman.

- (2) ¹The examiner can be any person entitled to hold examinations in accordance with Sec. 65 (1) of the HG who regularly holds applicable lectures on the subject to which the examination-relevant credit or the thesis relates, unless a deviation is required for compelling reasons. ²The departmental office will, in coordination with the Examination Board, decide on any exceptions.
- (3) Examination results may only be evaluated by persons who have passed at least a technically applicable Bachelor examination or a comparable examination, a technically applicable Master examination or a comparable examination, a technically applicable diploma dissertation or a first state examination in a technically applicable course for secondary school teaching.
- (4) Observers may only be persons who have taken the Bachelor examination in an accredited degree programme at a university in the scope of application of the Constitution or a comparable or higher examination.
- (5) The examiners are independent in their examining activity.
- (6) ¹The chairman or chairwoman of the Examination Board will ensure that the candidate will be informed, in due time, about the name of the examiners. ²A notification by posting on the notice board shall suffice.

Art. 11

Absence, Withdrawal, Cheating, Administrative Offence

- (1) ¹An examination result will be assessed with a grade of "fail" (5.0) if the candidate fails to appear to an examination date without compelling reasons or withdraws from the examination after its start without compelling reasons. ²The same shall apply if a written examination is not completed within the time prescribed. ³Sentence 1 and 2 shall apply, mutatis mutandis, if the Bachelor Thesis is not submitted within the time prescribed.
- (2) ¹The Examination Board must immediately be notified, in writing, of credible reasons for the withdrawal or absence by providing documents. ²The Examination Board must be presented with a medical certificate in case of illness of the candidate. ³If the Examination Board accepts the reasons, it will set a new date. ⁴Any examination results which have already been achieved will be credited.
- (3) The illness of a child of the candidate for which they are the sole carer shall be considered equivalent to the illness of the candidate as far as the compliance with deadlines for the initial registration for examinations, the retaking of examinations, the reasons for the absence from examinations and the compliance with times prescribed for examinations are concerned.
- (4) If the candidate attempts to influence the result of their examination by cheating, e.g. by bringing or using inadmissible tools, the relevant examination will be assessed with "fail" (5.0).
- (5) ¹Any candidate who disturbs the orderly process of the examination can normally be excluded from continuing with the examination by the competent examiner or the person supervising the examination after having received a warning; the relevant examination shall, in this case, be deemed to be graded with "fail" (0.5). ²The reasons for such an exclusion shall be recorded in a file. ³If the candidate is excluded from continuing

with an examination they may request that this decision be reviewed by the Examination Board within four weeks.

- (6) ¹Adverse decisions taken by the Examining Board shall immediately be notified to the candidate, in writing, by stating reasons for the decision. ²The candidate must be given an opportunity to exercise their right to be heard before any decision is taken.

Art. 12

Compensation for Disadvantages of Disabled Students

¹ Whenever a candidate credibly proves, by presenting a medical certificate, that they are unable to achieve the examination result, in full or in part, in the manner prescribed or within the examination periods specified herein due to a chronic disease or a disability within the meaning of Sec. 2 (1) of the *SGB IX* [German Social Security Code Volume IX], the chairman of the Examination Board or their deputy will grant the candidate an extension of the time prescribed for the examination or of the periods for taking the examination or for achieving equivalent examination results in an appropriate form. ²The same shall apply to course work to be prepared during the programme.

Art. 13

Family Regulation, Protective Regulations, Times of Absence

- (1) ¹Maternity protection periods as specified in the applicable *Gesetz zum Schutz der erwerbstätigen Mutter* [Maternity Protection Act] shall be taken into account at the request of a candidate. ²The maternity protection periods will interrupt any type of period as set forth in these Uniform Regulations and of the Examination Regulations; the duration of the maternity protection period will not be included in the calculation of the period.
- (2) ¹Likewise, the periods of parental leave as set forth in the applicable *Gesetz über die Gewährung von Erziehungsgeld und Elternzeit* [Child Raising Allowance and Parental Leave Act] (BErzGG) shall be taken into account, at request. ²The candidate must inform the Examination Board about the period or periods in which they wish to take parental leave no later than four weeks before the date on which they wish to start their leave.
- (3) ¹In addition, any times of absence caused by care for or support of spouses, registered life partners, relatives of direct lineage or first-degree in-laws shall be taken into account, insofar as they are in need of care or support. ²The request shall be filed immediately after the preconditions have been met.
- (4) The certificates required for verification shall be enclosed in the request.

Art. 14

Assessment of the Individual Work and Grading

- (1) ¹The method for establishing the overall average or the grade of each individual module is set forth in the relevant Module Description. ²The weighting of the module grades will depend on the amount of work to be performed by the students which is defined by the number of credits.
- (2) ¹Students will be deemed to have passed a module when they have received at least a grade of "sufficient" (4.0) for the final examination of the module. ²If no final examination is planned for the module, the module shall be deemed to be passed insofar as the student has received at least a grade of "sufficient" (4.0) for the course credits.

- (3) Performances for which grades or credits are granted might be written or oral papers as well as design work.
- (4) All module grades will be taken into account in the overall average of the Bachelor examination in accordance with Art. 25.
- (5) ¹The grades for the individual end of semester examinations and course work will be determined by the relevant examiners. ²The following grades are to be used for the assessment:

1= excellent	=	an excellent performance;
2= very good	=	a performance which significantly exceeds the requirements;
3= satisfactory	=	a performance which meets the average requirements;
4= sufficient	=	a performance which, despite some weaknesses, still meets the requirements;
5= fail	=	a performance which no longer meets the requirements due to significant weaknesses.

³ To enable a more differentiated assessment, individual grades can be raised or lowered by 0.3 decimal points to intermediate values to ensure a more differential grading; the grades 0.7 and 5.3 shall be excluded.

- (6) ¹When grades are calculated by the arithmetical mean of weighted or non-weighted individual grades, only the first decimal place will be disclosed; all other decimal places will be cancelled after having been commercial rounded. ²Whenever the figure in the first decimal place to be cancelled is a 0, 1, 2, 3 or 4, the value will be rounded down. ³Whenever the figure in the first decimal place to be cancelled is a 5, 6, 7, 8 or 9, the value will be rounded up. ⁴The module grades are:

in case of an average up to and including 1.5	= excellent;
in case of an average above 1.5 up to and including 2.5	= very good;
in case of an average above 2.5 up to and including 3.5	= satisfactory;
in case of an average above 3.5 up to and including 4.0	= sufficient;
in case of an average above 4.0	= fail.

- (7) The assessment of the individual performances will be stated in the Transcript of Records and the final academic record and the grade will be added in brackets, including the first decimal place.
- (8) ¹The overall average will also be set forth in the Examination Certificate in accordance with the ECTS guidelines. ²The following shall apply to the conversion according to the ECTS guidelines:

ECTS Grade	corresponds to the German grade	ECTS definition	Ger. translation
A	the best 10 %	Excellent	Hervorragend
B	the next 25 %	Very good	Sehr gut
C	the next 30 %	Good	Gut
D	the next 25 %	Satisfactory	Befriedigend
E	the next 10 %	Sufficient	Ausreichend

Art. 15

Principles for Obtaining Credit Points

¹Credits will only be awarded when the requirements of the part of the programme were met. ²Credits will only be credited for any module, if the performances prescribed for this module in the Module Description have been

achieved with at least a sufficient success or when a certificate was issued for the "Excursion" module elements.

II. Bachelor Examination

Art. 16

Type of Bachelor Examination

- (1) The Bachelor examination will be held during the degree programme in accordance with the credit system.
- (2) The Bachelor examination consists of
 - the end of semester examinations;
 - the course work;
 - the certificate of excursions;
 - and the Bachelor Thesis.
- (3) ¹A credit account for the Bachelor examination will be established in the *Prüfungsamt* [Examination Office] for each candidate who wishes to be awarded the title of "Bachelor of Science". ²Candidates are entitled to inspect their account.

Art. 17

Admission to End of Semester Examinations

- (1) End of semester examinations can only be taken by persons who are registered for the Bachelor's degree programme in Architecture for obtaining the title of "Bachelor of Science" at the University of Siegen or who have been admitted as visiting students in accordance with Sec. 52 of the HG and have properly studied here for at least one semester.
- (2) The request for admission shall be submitted in writing to the Examination Office or shall be created by using the intra-university electronic examination registration system until the deadline specified by the Examination Board.
- (3) The request for admission to an examination can be withdrawn, in writing, before the Examination Office or by using the intra-university electronic examination registration system until one week before the specified examination date, and will then not be included in the number of possible examination attempts.
- (4) The Examination Board will decide on the admission.
- (5) No admission will be granted, if
 1. the preconditions set forth in para. 1 are not met; or
 2. the documents are incomplete and have not been supplemented until the deadline specified by the Examination Board; or
 3. the candidate failed to pass the last attempt for a Bachelor examination or diploma examination in a course of architecture at a university covered by the scope of application of the Constitution; or
 4. the claim to take part in an examination for a Bachelor or diploma degree in architecture was forfeited; or
 5. the student is involved in an examination procedure of a comparable degree programme at a university covered by the scope of application of the Constitution and has no sufficient reasons for taking simultaneously part in a different or additional procedure; or
 6. the candidate has not been registered for this degree programme at the University of Siegen for at least one semester before they wish to take the examination.

Art. 18

Type and Scope of the End of Semester Examinations

- (1) End of semester examinations means written examination papers, oral examinations and the preparation of designs or design projects with a final presentation.
- (2) ¹The time available for written examination papers is max. four time hours. ²Where end of semester partial examination papers are offered in any of the modules, the sum of the time available for these partial examinations must not exceed the maximum of four time hours. ³The written examination papers shall be written under supervision.
- (3) Oral examinations shall last for at least 15 and a maximum of 45 minutes per candidate and module element.
- (4) Designs shall be created and design projects shall be completed within a max. period of 6 months.
- (5) Oral examinations will be taken before two examiners or one examiner in the presence of an expert observer in the form of group examinations or individual examinations.
- (6) ¹Candidates will be notified about the grades of written examination papers no later than six weeks after the end of the examination. ²The grade for oral examinations will be notified to candidates immediately after the examination by stating reasons.
- (7) ¹Written examination papers the passing of which constitutes a precondition for continuing the degree programme shall be assessed by two examiners if students take their last attempt at such an examination. ²The grade will be determined as the arithmetical mean of the individual assessments.
- (8) ¹In case of integrated design work, the grade will be awarded by the lecturers involved in the project. ²A performance in an examination shall be deemed to be "failed" (5.0), if the majority of the examiners assess the performance as failed. ³The chairman or chairwoman of the Examination Board will appoint another examiner in case of a tie.

Art. 19

Retaking End of Semester Examinations

- (1) Students will be deemed to have passed an end of semester examination when they have received at least a grade of "sufficient" (4.0) for their performance in the examination.
- (2) Passed examinations cannot be retaken.
- (3) ¹Any end of semester examination which was not assessed with at least "sufficient" (4.0), can be retaken twice. ²For written examination papers, the student may file a request for an oral supplementary exam before the grade "fail" is determined after the second retake of an examination. ³The request shall be filed with the chairman or chairwoman of the Examination Board immediately after the announcement of the results. ⁴The oral supplementary exam will be taken before the examiners of the written examination paper jointly; otherwise the provisions on oral examinations as set forth in Art. 18 (3) shall apply accordingly. ⁵The only grades that can be awarded for an oral supplementary exam are "sufficient" (4.0) or "fail" (5.0). ⁶The sentences 2 to 4 will not apply to the cases set forth in Art. 11 (1) and (4).
- (4) The student will be given the option to retake any examination which was graded with fail in the next examination period.

- (5) Any failed examination shall be retaken no later than on an examination date of the next academic year; otherwise the performances forming the precondition for the end of semester examination must be achieved again.
- (6) A new written registration for the retake must be filed with the Examination Office or the registration shall be made via the intra-university electronic examination registration system as defined in Art. 17.

Art. 20

Type and Scope of the Course Work

- (1) ¹Course work means papers, seminar papers, designs, constructions and IT tutorials, lab work, calculations and the elective module element "Internship", incl. internship report. ²For more details, please refer to the *Praktikumsordnung* [Internship Ordinance].
- (2) Students will be deemed to have passed course work when they have received at least a grade of "sufficient" (4.0).
- (3) Passed course work cannot be repeated.
- (4) The student will be given the option to re-perform within short any course work which was graded with fail.
- (5) If students fail any course work within a module even after one repetition, they need to repeat the entire module.
- (6) Performances achieved in compulsory elective module elements (see Module Descriptions), are deemed to be course work.

Art. 21

Grading and Weighting of the Module Grades

- (1) ¹Students will be deemed to have passed a module, when they have received at least a grade of "sufficient" (4.0) for the final examination of the module or the course work. ² The "Excursions" module elements will not be graded.
- (2) ¹The overall average of the module is the average of the individual grades of the course work or the end of semester final module examination, weighted according to the credits. ²For more information, please refer to the Module Descriptions.
- (3) When students wish to change their place to study, they can be provided with a certificate, at request, on the completed modules and the completed course work, which will show the name of the module, the grades and the credits.
- (4) Module grades are stated with one decimal place. All other decimal places will be cancelled after rounding (see also Art. 14 (6)).

Art. 22

Admission Requirements to the Bachelor Thesis

- (1) Students who have completely obtained 150 credits will be admitted to the Bachelor Thesis.
- (2) ¹The request for admission shall be filed in writing with the Examination Board. ²The following documents shall be enclosed in the request, unless they were submitted earlier:
 1. Certificates on the preconditions for admission mentioned in para. 1; and

2. a declaration on former attempts to work on a Bachelor Thesis in the same degree programme.

³Furthermore, Art. 17 (1) and (5) of the Examination Regulations shall apply. ⁴A declaration shall be enclosed in the request stating who of the examiners would be willing to issue the subject of and support the Bachelor Thesis.

- (3) The request for admission can be withdrawn, in writing, until the decision on the request is announced, without being included in the number of possible examination attempts.
- (4) The decision on the admission to the Bachelor Thesis will be taken by the Examination Board.

Art. 23

Bachelor Thesis

- (1) ¹The Bachelor Thesis is a final test. ²Students should demonstrate that they are able to independently work on a practice-oriented task belonging to their technical field within a prescribed period, both regarding its technical details and also regarding the interdisciplinary connections according to academic and practical requirements of the degree programme. ³The Bachelor Thesis consists normally of an independent study regarding a task from the field of construction, experiments, design, urban development or any other engineering field and of a written explanation of its solution. ⁴It consists of the Bachelor Thesis mentioned in sentence 3 and an oral colloquium.
- (2) ¹The Bachelor Thesis will be issued and supported by a technically competent professor. ²The student has a right to propose a subject. ³The proposal does not justify a claim to be given the right to work on that subject.
- (3) ¹The Bachelor Thesis will be assessed by two professors appointed by the Examination Board in accordance with Art. 10 (1). ²The examinee can propose one examiner and a second examiner for the Bachelor Thesis. ³The proposal does not justify a claim. ⁴The second examiner shall be entitled to issue an additional task to be coordinated with the examinee.
- (4) ¹The Department of Architecture offers one registration date for the Bachelor Thesis per semester which will be announced by a notification on the notification board.
- (5) ¹The written registration shall be made in the Examination Office. ²The decision on the admission to the Bachelor Thesis is taken by the Examination Board.
- (6) ¹The date of issue of the Bachelor Thesis is announced by a notification on the notification board. ²It will be issued by the Examination Board.
- (7) ¹The time prescribed for the Bachelor Thesis (period from the issue of the subject to the submission of the Bachelor Thesis) is normally 9 weeks. ²Subject and task must be so as to enable the student to complete the Bachelor Thesis within the period prescribed.
- (8) ¹The subject of the Bachelor Thesis can only be returned once and only within the first four weeks of the time prescribed for preparing the Thesis without stating reasons. ²In the event of a repetition in accordance with Art. 24 (5) of the Examination Regulations, the subject may only be returned insofar as the student has not used this option when they prepared the first Bachelor Thesis.
- (9) The chairman or chairwoman of the Examination Board may, in exceptional cases, extend the time prescribed by up to four weeks, on the basis of a request which was filed before the expiry of the period and justified by reasons.

- (10) ¹The oral colloquium supplements the Bachelor Thesis and its grades. ²It is held to determine whether the student is able to orally present the results of the Bachelor Thesis, its technical bases, its interdisciplinary relations and the relations that go beyond the subject, to independently provide reasons for that and to estimate the importance of the Thesis for the practice. ³The colloquium will be held as an oral examination and will last at least 30, to max. 45, minutes. ⁴The colloquium shall be held within three months after the submission of the Bachelor Thesis.
- (11) The examinee shall be notified of the result of the Bachelor Thesis after they have completed the colloquium.
- (12) The Bachelor Thesis might also be performed in form of group work, where the contribution of the individual candidate which is to be assessed as the result of the examination can be uniquely delimited, clearly differentiated and assessed on the basis of identified sections, page numbers or other objective criteria, and when the requirements set forth in para. 1 have been met.

Art. 24

Submission and Assessment of the Bachelor Thesis

- (1) ¹The Bachelor Thesis shall be submitted in due time to the Examination Office, the time of submission must be recorded in a file. ²Upon submission, the candidate shall assure in writing that they have independently prepared the paper - or, in case of group work, that part of the paper which is identified as theirs - and that they have not used any other sources and tools than the ones they have indicated.
- (2) ¹The Bachelor Thesis will be assessed by two examiners. ²One of the examiners should be the tutor for the Bachelor Thesis.
- (3) Any Bachelor Thesis not submitted in due time shall be assessed with "fail" (5.0).
- (4) ¹A Bachelor Thesis shall be deemed to be passed when it was assessed at least with a grade of "sufficient" (4.0). ²However, a Bachelor Thesis can only be assessed with "sufficient" (4.0) or better when a minimum of two of the grades are "sufficient" (4.0) or better. ³Assessments shall be justified in writing by stating reasons.
- (5) ¹A Bachelor Thesis assessed with "fail" (5.0) can only be repeated once. ²The subject of the Bachelor Thesis can, however, only be returned within the period prescribed in Art. 23 (8), if the candidate has not used this option when they prepared their first Bachelor Thesis.
- (6) ¹The grade of the Bachelor Thesis will be created from the arithmetic mean of the grades awarded by the two examiners. ²If one of the examiners awards a grade of "fail" (5.0) for the Bachelor Thesis, a third-party expert will be appointed. ³The third-party examiner will hold the colloquium jointly with the other examiners. ⁴The grade of the Bachelor Thesis with the associated colloquium will be determined as the arithmetical mean of the two better grades.
- (7) The candidate will be awarded 12 credits for the successful completion of the Bachelor Thesis.

Art. 25

Overall Average

- (1) The overall average of the Bachelor examination consists of the weighted module grades and the grade of the Bachelor Thesis (MM 21).

- (2) ¹Each module grade will be multiplied by the number of credits awarded for the module to obtain the overall average. ² The sum of the weighted module grades (MM1 to MM 21) will be divided by the sum of the credits of these modules (180 credits).
- (3) ¹The overall average will be stated with only one decimal place. ²All other decimal places will be cancelled after rounding (see also Art. 14 (6)).

Art. 26

Passing the Bachelor Examination

- (1) Students are deemed to have passed the Bachelor examination, when they have received at least a grade of "sufficient" (4.0) for all modules and have achieved 180 credits in accordance with the Course Timetable (Annex).
- (2) Students will be deemed to have failed the last attempt at a Bachelor examination when
 - 1. they have failed for the third time one of the end of semester examinations in accordance with Art. 19 or the oral supplementary exam; or
 - 2. the Bachelor Thesis was assessed with "fail" (5.0) for the second time.
- (3) ¹The candidate will receive a written notification when they have failed the last attempt at their Bachelor examination. ²The notification will contain information on legal remedies. ³A certificate (Transcripts of Records) will be prepared on their successful performances, and will state the credits and grades the student has achieved.
- (4) Students will be deemed to have successfully completed their degree programme when they have obtained at least 180 credits and have passed the Bachelor Thesis and all modules with at least a grade of "sufficient" (4.0).

Art. 27

Final Academic Record and Degree Certificate

- (1) ¹When the graduate has passed all module examinations, they will receive a final academic record on their results within a period of four weeks. ²The final academic record will state the overall average, the subject of the Bachelor Thesis and the grade.
- (2) ¹The Transcript of Records which graduates are handed out together with the final academic record will show any and all lectures in which the graduate has obtained credits, including the grades they have achieved. ²The overall average will also be disclosed according to the ECTS.
- (3) The results of examinations in additional lectures and the number of semesters they have studied until the completion of the Bachelor examination might also be included in the final academic record.
- (4) The date of the final academic record will be the date on which the candidate has passed the last examination.
- (5) ¹In addition to the final academic record, candidates will receive a Degree Certificate with the same date as the final academic record. ²It certifies that they were awarded the title of a Bachelor of Science in accordance with Art. 3.
- (6) The Degree Certificate will be signed by the chairman or chairwoman of the Examination Board and the Dean of the Faculty and will bear the seal of the Department.

Art. 28

Diploma Supplement

- (1) In addition to the final certificate of the Bachelor's degree programme, the graduate will be handed out a Diploma Supplement.
- (2) The Diploma Supplement informs about the individual technical profile of the degree programme they completed.

III. Final Provisions

Art. 29

Ineffectiveness of the Bachelor Examination and Withdrawal of the Bachelor Degree

- (1) ¹If a student had not met the preconditions for being admitted to an examination or an individual performance, where the candidate did not want to deceive about this fact, and if that is only found after the certificate was issued, such a deficiency shall be deemed to be cured by the passing of the examination. ²If the candidate obtained the admission incorrectly by intent, or if they have cheated in an examination and if this fact is only detected after the issue of the certificate, the Examination Board will decide on the legal consequences by observing the *Verwaltungsverfahrensgesetz für das Land Nordrhein-Westfalen* [Administrative Procedure Act for the Federal State of North Rhine-Westphalia].
- (2) The person affected must be given an opportunity to exercise their right to be heard before any decision is taken.
- (3) ¹The incorrect examination certificate shall be withdrawn and a new one must be issued, if appropriate. ²A decision in accordance with para. 1 and para. 2 shall be excluded after a period of five years after the date of issue of the examination certificate.
- (4) ¹If the examination as a whole is declared to be failed on account of the deceit, the academic title of Bachelor of Science and the Degree Certificate shall be withdrawn. ²The Examination Board decides on the withdrawal.

Art. 30

Inspection of the Examination Files

- (1) The candidate will be granted, at their request, the right to inspect their written examination papers and the expert opinions prepared for such by the examiners and the examination protocols.
- (2) ¹The request shall be filed with the chairman or chairwoman of the Examination Board within one month after the announcement of the relevant examination result. ²The chairman or chairwoman of the Examination Board will specify the place and time of the inspection.

Art. 31

Effectiveness and Publication

- (1) These Examination Regulations shall take effect on 01 October 2011.
- (2) They shall apply to all students who registered for the first time for the Bachelor degree programme of Architecture at the University of Siegen from the winter semester of 2011/2012.

- (3) These Examination Regulations will be published in the Gazette "*Amtliche Mitteilungen*" [Official Notifications] of the University of Siegen.

Art. 32

Transitional Provisions

- (1) Students who were registered in the degree programme of Architecture for obtaining the title of "Bachelor of Science" (8 semesters) at the University of Siegen before the winter semester of 2011/2012, can file a request to study according to these Examination Regulations (6 semesters).
- (2) The acceptance of performances which students have already achieved in the degree programme of Architecture for obtaining the degree of a "Bachelor of Science" (8 semesters) is regulated in Art. 8.

Issued based on the resolution of the Faculty Board of the Faculty II of Education • Architecture • Arts dated 12 December 2012.

Siegen, 31 January 2013

The Rector

signed

(University Professor Dr. Holger Burckhart)

Annex: Course Timetable

Course Timetable of the Bachelor's Degree Programme - 6 semesters (status: 06 July 2014)

Subject Groups / Modules	1 st sem.		2 nd sem.		3 rd sem.		4 th sem.		5 th sem.		6 th sem.		TOTAL	
	Sem. periods per week	CP	SPW	CP	SPW	CP	SPW	CP	SPW	CP	SPW	CP	SPW	CP
Cultural Sciences and Theory														
MB 1 Cultural Sciences and Theory														8
MB 1.1 Architectural History I			2	2										
MB 1.2 Architectural History II					2	2								
MM 1.3 History of Urban Development			2	2										
MM 1.4 Architectural Theory					2	2								
Basics of Design														
MB 2 Basics of Design														9
MB 2.1 Basics of Design I	4	5												
MB 2.2 Project Week I	1	2												
MB 2.3 Basics of Design II			3	5										
MB 2.4 Project Week II			1	1										
Design														
MB 3 Design I / Model Making														5
MB 3.1 Design I	3	3												
MM 3.2 Model Making	2	2												
MB 4 Design II.1 / CAD														7
MB 4.1 Design II.1			4	4										
MM 4.2 CAAD			3	4										
MB 5 Design II.2 / Multimedia Systems														5
MB 5.1 Design II.2					2	2								
MB 5.2 Multimedia Systems					3	3								
Construction and Technology														
MB 6 Building Construction and Materials Science														8
MB 6.1 Building Construction I.1	3	4												
MM 6.2 Materials Science	2	3												
MB 6.3 Building Construction I.2			3	4										
MM 7 Supporting Structures														6
MB 7.1 Supporting Structures I	3	3												
MB 7.2 Supporting Structures II			3	3										
MB 8 Building Construction II.1 / Building Physics I														6
MB 8.1 Building Construction II					3	3								
MB 8.2 Building Physics I					3	3								
MB 9 Building Construction II.2 / Structural Designs														8
MB 9.1 Building Construction II.2							3	3						
MB 9.2 Structural Design							3	3						
MB 9.3 Integrated Tutorial							2	2						
MB 10 Building Physics II / Building Technology I														6
MB 10.1 Building Physics II							3	3						
MB 10.2 Building Technology I							3	3						
Designing / Integrated Project Works														
MB 11 Building Theory														4
MB 11.1 Building Theory I					2	2								
MB 11.2 Building Theory II							2	2						
MB 11.3 Excursion														1
MB 12 Spatial Design														7
MB 12.1 Spatial Design I			3	3										
MB 12.2 Spatial Design II					2	2								
Integrated Project Work					2	6								
MB 13 Urban Development														8
MB 13.1 Urban Development I					3	3								
MB 13.2 Urban Development II							2	2						
Integrated Project Work							3	9						
MB 14 Construction and Technology														8
MB 14.1 Building Construction III									2	2				
Integrated Project Work									3	9				
MB 14.2 Building Technology II									3	3				
MB 15 Improvisation and Excursions														0
MB 15.1 Improvisational Design									0	6				
MB 15.2 Excursions									0	1				
Construction Economics and Law														
MM 16 Construction Economics I and Building and Planning Law														6
MB 16.1 Construction Economics I									3	2				
MB 16.2 Building and Planning Law									3	4				
MB 17 Construction Economics II														3
MB 17 Construction Economics II											3	5		
Elective Subjects														
MB 18 Elective Subjects I														6
MB 18.1-6 from Catalogue of Subjects	4	6	2	3										
MB 19 Elective Subjects II														4
MB 19.1-9 from Catalogue of Subjects or Studies Abroad or Internship					2	3	2	3						
MB 20 Elective Subjects III														10
MB 20.1-5 from Catalogue of Subjects or Studies Abroad or Internship									2	3	8	12		
Bachelor Thesis														
MB 21 Bachelor Thesis											0	12	0	12
TOTAL	22	28	26	31	26	31	23	31	16	30	11	29	124	180