

Please note that this document is a non-binding convenience translation. Only the German version of the document entitled "Prüfungs- und Studienordnung der Universität Heidelberg für den Studiengang Magister Theologiae (Fakultätsexamen und Kirchliches Erstes Theologisches Examen) der Theologischen Fakultät" [published in the President and vice-chancellor's bulletin (Mitteilungsblatt des Rektors) of 12 October 2011, p. 957, modified on 07 November 2012 (President and vice-chancellor's bulletin (Mitteilungsblatt des Rektors) of 15 February 2013, p. 13) and on 07 February (President and vice-chancellor's bulletin (Mitteilungsblatt des Rektors) of 28 February 2013, p. 29.)] has legal validity.

**Heidelberg University Faculty of Theology examination
and degree programme rules and regulations for the
Magister degree programme in Theology
(Magister Theologiae)
(Faculty Examination / Fakultätsexamen and
First Ecclesiastical Examination in Theology / Kirchliches
Erstes Theologisches Examen)**

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Preamble

All titles in this document, be they official, job, status or functions, are used in masculine form, however they refer to men and women equally and may also be used in the corresponding feminine form.

Section I: General information

§ 1 Applicability

(1) These examination and degree programme rules and regulations apply to the Magister degree programme in Theology (Magister Theologiae) at the Heidelberg University Faculty of Theology.

(2) The faculty examination of the degree programme Magister Theologiae qualifies graduates to enter a profession. The purpose of the faculty examination is to assess whether candidates have acquired the specialist knowledge required for entering a profession, have an overview of the interconnections in the field of theology within its individual disciplines, and are able to apply academic methods and knowledge.

(3) Heidelberg University Faculty of Theology awards the academic degree of "Magistra Theologiae" or "Magister Theologiae" (abbreviated to Mag. theol.) to those who have passed the corresponding examinations (faculty examination). If the student intends to work in the service of the church, the final examination will generally be taken at the regional church responsible (First Ecclesiastical Examination in Theology / Kirchliches Erstes Theologisches Examen).

(4) These examination and degree programme rules and regulations comply with the "framework regulations for the intermediate examination in the degree programme in Protestant Theology (First Examination in Theology (Erste Theologische Prüfung) / Magister Theologiae)" and the "framework regulations for the First Examination in Theology / Magister Theologiae examination in Protestant Theology" (2010).

§ 2 Standard period of study, programme structure and range of courses offered

(1) The standard period of study for the Magister Theologiae degree programme is 10 semesters and corresponds to 300 credit points (1 CP corresponds to 30 hours' workload). The stage 1 and stage 2 studies correspond to four semesters each (120 CP respectively). The integration and examination phases correspond to two semesters (60 CP).

(2) The academic programme is a modular programme. The required modules and corresponding courses are listed in annex 1. The module guide states the content and titles of lectures and courses as well as details about admission and examination

requirements, where necessary. In accordance with the module guide, the lectures and courses and corresponding examination components stated in the different modules can be replaced with corresponding lectures and courses and examination components which are equivalent in type and scope.

(3) Knowledge of Classical Hebrew (Classical Hebrew Certificate / Hebraicum), Ancient Greek (Ancient Greek Certificate / Graecum) and Latin (Latin Certificate / Latinum) must be proven. If the required language qualifications in one or several languages cannot be proven with the university entrance qualification certificate, one semester per language is discounted when calculating the standard period of study. A maximum of two semesters may be discounted. All three language qualifications must be proven before the intermediate examination is taken.

(4) In general, before taking an advanced module, the corresponding basic module must be completed. Individual stage 2 modules may be taken during the stage 1 studies.

(5) An orientation examination is to be taken no later than at the end of the second semester. It is an integral part of the course and consists of successful participation in the course "Introduction to Theology (Beginner's Project)" and a preparatory module examination (Basic Biblical Studies Certificate OT or NT) of the basic module "Introduction to Theology" (MTh-Basic). The orientation examination is passed when the corresponding examination components have been graded as "sufficient" (4.0) or higher.

(6) If the orientation examination is not passed or is considered not to have been passed, it is possible to retake it once during the following semester. If the orientation examination has not been passed by the end of the third semester, the student is not entitled to take the final examinations, unless the student is not responsible for the deadline being exceeded.

(7) Generally, the language of instruction and examinations is German. Lectures and courses may also be given in English or French, unless the lecture or course is compulsory. This also includes corresponding examination components.

§ 3 Modules, credits and list of grades

(1) A module is a learning and teaching unit, self-contained in terms of both time and content and comprised of different lectures and courses. Modules consist of not only lectures and courses, but also the examination prerequisites necessary for the completion of the module. By taking the intermediate examination or final examination, modules from stage 1 and 2 with no associated examination component are considered to have been completed.

(2) All modules in the degree programme Magister Theologiae are compulsory, i.e. they must be taken by all students. However, the individual modules offer students the opportunity to select lectures and courses from those offered at the Faculty of Theology and Heidelberg University according to their own particular fields of interest. Details are

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stated in annex 1 and the module guide.

(3) All components within a module must be graded as "sufficient" (4.0) or higher (=sub-module grades) for the complete module to be passed.

(4) Credits are given for successfully completed modules including their individual components. One credit point corresponds to 30 hours' workload.

(5) A transcript of records will be issued at the end of each semester, listing all module and sub-module examinations students have passed, including the corresponding credits and grades.

§ 4 Examination committee

(1) The examination committee of the faculty is responsible for the organisation of examinations and the tasks prescribed in these examination rules and regulations. It is composed of the dean, vice dean, three further professors from the teaching staff, and two research associates, who all have voting rights, as well as a student as an advisory member. The faculty appoints members of the examination committee for two years. The student member is appointed for one year. The chairperson and the deputy must be professors.

(2) The examination committee ensures that the examination rules and regulations are respected. It appoints the examiners and observers involved in examinations. The examination committee can confer responsibility for appointing examiners and observers on its chairperson. Any questions concerning the examinations can be referred to the committee.

(3) The chairperson manages the business of the examination committee, prepares and chairs meetings and, in the event of a tie vote, has the deciding vote.

(4) Further tasks of the examination committee can be assigned to the chairperson, provided this does not violate applicable law. This decision may be revoked at any time. The examination committee must be informed on a regular basis about the execution of these tasks.

(5) Examination committee members have the right to attend examinations.

(6) Members of the examination committee, examiners and observers are subject to official secrecy. Those who are not civil servants are sworn to secrecy by the chairperson.

(7) In the event of a negative decision taken by the examination committee, the candidate must be informed immediately in writing, stating the reasons and providing information on the procedure for appeal.

§ 5 Examiners and observers

(1) In general, examinations which are not completed during the course of study may only be carried out by professors, lecturers, associate professors, or research associates who have been granted the right to examine due to longstanding teaching experience. Research assistants, research associates, contract teachers and teaching staff for special duties can only be appointed exceptionally as examiners if not enough authorised examiners are available.

(2) Examination components completed during the course of study are usually examined by the teacher of the course in question.

(3) Observers must have sat the corresponding examination (Magister Theologiae) or equivalent.

(4) Candidates can propose an examiner for their final academic thesis (thesis module). However, this does not constitute a legal entitlement to be examined by a certain examiner.

(5) The chairperson of the examination committee ensures that candidates are notified of examiners' names in due time.

(6) Authorised examiners may be called to conduct an examination up to two years after leaving Heidelberg University.

§ 6 Recognition of course credits, examination results and academic degrees

(1) Examination prerequisites and results, and academic degrees obtained through degree programmes at German universities or universities of cooperative education (state or state-recognised), or at foreign universities (state or state-recognised), will be recognised as long as there is no significant difference concerning the skills acquired, courses taken and degree obtained through the programme. This recognition is required in order to continue an academic programme, take examinations, start a further academic programme or be admitted to a doctorate programme. § 15 paragraph 3 and 4 LBG (State Public Service Law) are not affected.

(2) Preliminary and intermediate examinations taken at other German universities of the same type in the same or a similar academic programme will be recognised. Units of study completed at recognised distance learning institutions will be considered equal to the corresponding regular study programme regarding the duration of study.

(3) It is the applicant's responsibility to provide all information necessary for achievements to be recognised. It is the responsibility of the office which carries out the recognition procedure to prove that an application does not fulfil the requirements.

(4) If agreements exist between the Federal Republic of Germany and other states about

equivalent university degree programmes (Equivalency Agreements) that favour students from other states by way of derogation from paragraph 1 and § 29 paragraph 2 sentence 5 of the LHG (Act on Higher Education of the Land of Baden-Württemberg), the rules and regulations in the Equivalency Agreement take precedence.

(5) Examination prerequisites and results are to be graded on the basis of a credit point system which allows for achievements in equal or similar degree programmes to be recognised. The same applies for universities of cooperative education, provided there is equivalence.

(6) Knowledge and skills gained outside a university degree programme may be recognised for such a programme, as long as

1. the requirements for university admission are fulfilled at the time of recognition, and
2. the knowledge and skills to be recognised for the university degree programme are equivalent in both content and level to the course credits and examinations which they should replace, and
3. the criteria for recognition have been verified in an accreditation.

Knowledge and skills gained outside a university degree programme may not replace more than 50 % of the university degree programme. Universities shall specify the details of the examination rules and regulations, in particular the extent to which knowledge and skills gained outside a university degree programme can be recognised and the preconditions that must be fulfilled. The examinations rules and regulations may require that a placement test is taken.

(7) For refresher courses, credits may be assigned for examination prerequisites and results. When recognising credits from refresher courses for a university degree programme, paragraphs 2 and 5 as well as paragraph 6 sentence 1 no. 1 apply accordingly. When recognising knowledge and skills gained outside a university degree programme for refresher courses, paragraph 6 applies accordingly.

§ 7 Unexcused absence, withdrawal, exceeding of deadlines and deception

(1) An examination is graded as "failed" (5.0) if candidates fail to appear without being able to state a valid reason for their absence, or if they withdraw after the examination has started. A written examination that was not produced within the allowed time is also graded as "failed", unless the candidate is not responsible for the deadline being exceeded.

(2) Reasons for withdrawal or absence in accordance with paragraph 1 must be stated plausibly and immediately to the examination committee in writing. If the candidate, or a child for whom the candidate is generally the sole carer, is ill, a medical certificate must be provided. In case of doubt, the university can request a medical certificate from a designated doctor. If the reasons are accepted, a new appointment will be scheduled. In this case, examination results that are already available will be taken into account.

(3) When deciding whether the candidate is responsible for exceeding a deadline for registration or taking an examination, the examination committee must respect the provisions stated in the Maternity Protection Act and the legal regulations concerning parental leave. The candidate must be granted use of these provisions.

(4) If the candidate tries to influence the examination results through deception or by using unauthorised aids, the examination results will be graded as "failed" (5.0). If a candidate disrupts the proper course of the examination, they may be excluded from taking further part in the examination by the examiner or examination supervisor, in which case the examination result will be graded as "failed" (5.0). In severe cases, the examination committee may exclude the candidate from all further examinations.

(5) Within a period of one week, the candidate may request that the decision of the examination committee be validated in accordance with paragraph 4 sentences 1 and 2. The candidate must be informed of negative decisions immediately and in writing, stating the reasons and providing information on the procedure for appeal.

§ 8 Types of examination components completed during the course of study

(1) Examination components completed during the course of study are:

- oral examination components
- written examinations (electronically where applicable)

(2) If candidates provide a medical certificate which plausibly proves that they are not able to take examination components in the form prescribed, completely or partially, due to permanent or sustained health problems, the examination committee may allow them to take an equivalent examination. This also applies to examination prerequisites.

§ 9 Oral examination components completed during the course of study

(1) The purpose of oral examination components is to assess whether candidates are able to identify interconnections within the examination matter and relate special problems to these interconnections. Furthermore, candidates should show that they have a basis of knowledge relating to their course of studies. The lecturer determines the nature and duration of the examination components in accordance with the module guide. This information is announced at the beginning of the lecture or course at the latest.

(2) An oral examination lasts between 15 and 30 minutes.

§ 10 Written examination components completed during the course of study

(1) In written examination components, candidates should show that they are able to recognise problems relating to their subject and find solutions for them, using subject-

specific methods with limited time and resources.

(2) A written examination lasts between 30 and 180 minutes.

(3) If a written examination component takes the form of a term paper, candidates must assure that they are the author of their work and have used no sources or aids other than those indicated.

(4) In general, the evaluation period for written examination components should not exceed six weeks.

§ 11 Assessment of examination components

(1) Grades for the individual examination components are determined by the respective examiners. The following grades must be used for assessment of examinations:

1 = very good	= an outstanding performance;
2 = good	= a performance which lies substantially above average requirements;
3 = satisfactory	= a performance which corresponds to average requirements;
4 = sufficient	= a performance which, despite deficiencies, still meets the requirements;
5 = failed	= a performance which does not meet the requirements due to considerable deficiencies.

For more detailed assessment of examination results, interim grades may be given by increasing or decreasing the individual grades by 0.3; the grade 0.7 and interim grades above 4.0 may not be used.

(2) The final module grade is calculated using the non-rounded sub-module grades, based on the number of credit points. If a module requires a final examination, the grade for this final examination is the grade for the module.

(3) Final module grades and the overall examination grade are:

for an average up to and including 1.5	very good
for an average between 1.6 and up to/including 2.5	good
for an average between 2.6 and up to/including 3.5	satisfactory
for an average between 3.6 and up to/including 4.0	sufficient

(4) When calculating final module grades and the overall examination grade, only the first decimal after the point is taken into account. The other decimals are dropped without rounding. The overall grade for the examination Magister Theologiae is calculated in accordance with § 28 paragraph 4.

(5) In addition to the German-style grades, students who have passed the examination components will also be awarded a relative grade according to the following scale:

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- A top 10 %
- B the following 25 %
- C the following 30 %
- D the following 25 %
- E the following 10 %

The basis for calculating the relative grades is the result of the graduation year group as well as two or more previous years, depending on the number of students in the year group. For degree grades, the ECTS grade must be added. For individual modules, the ECTS grade can be stated, where possible and necessary.

Section II: Magister Theologiae intermediate examination

§ 12 Intermediate examination admission requirements

(1) Admission to the intermediate examination in the Magister Theologiae degree programme is only authorised for those who:

- are enrolled at Heidelberg University for the Magister Theologiae degree programme,
- have not lost their entitlement to take examinations in the Magister Theologiae degree programme.

(2) For admission to the intermediate examination, certificates must be presented with proof of the following:

(a) passed orientation examination (§ 2 paragraph 5)

(b) successfully completed compulsory modules of stage 1 studies (listed in annex 1) and course assessment 1 and 2:

- Basic module Introduction to Theology (MTh-Basic)
- Basic module Old Testament (MTh-OT 1)
- Basic module New Testament (MTh-NT 1)
- Course assessment 1
- Basic module Church History (MTh-CH 1)
- Basic module Systematic Theology (MTh-ST 1)
- Basic module Religious Studies and Intercultural Theology / Missiology (MTh-RS 1)
- Course assessment 2
- Basic module Practical Theology (MTh-PT 1)
- Interdisciplinary module I (MTh-Inter 1)
- Elective module (MTh-Elect 1)

(c) evidence of required language skills in accordance with § 2 paragraph 3.

(3) The intermediate examination must be taken by the beginning of the fifth semester at the latest. In accordance with § 2 paragraph 3, this deadline can be extended by up to two semesters if language certificates (Classical Hebrew / Hebraicum, Ancient Greek / Graecum, Latin / Latinum) have to be obtained during the course of studies.

(4) The entitlement to take the final examinations is lost if the intermediate examination, including possible retakes, has not been passed by the beginning of the lecture period of the seventh academic semester, unless the candidate is not responsible for the deadline being exceeded. Deadline extensions in accordance with paragraph 3 regarding learning languages during the course of studies are not affected.

§ 13 Intermediate examination admission procedure

(1) The application for examination must be made in writing, addressed to the chairperson of the examination committee. The application must include the following documents:

1. evidence of fulfilment of the admission requirements in accordance with § 12,
2. candidates' declarations stating whether they have already failed an intermediate examination in the Magister Theologiae degree programme and whether they are currently undergoing an examination procedure in such a programme.

(2) If, through no fault of their own, candidates are unable to provide such evidence, the examination committee may allow other proof to be accepted.

(3) The application is the basis for the decision of the examination committee as to whether to admit the candidate to the examination. Rejections must be made in writing, stating the reasons and providing information on the procedure for appeal.

(4) The application for examination may only be rejected if

1. conditions are not fulfilled in accordance with § 12 paragraph 1, or
2. documents are not complete in accordance with § 12 paragraph 2 and have not been completed on request, or
3. the candidate has failed their final attempt at the intermediate examination in the Magister Theologiae degree programme or has lost the entitlement to take examinations, or
4. the candidate is currently undergoing examination procedures in such a degree programme.

§ 14 Scope and nature of intermediate examination

(1) The intermediate examination consists of three equally-weighted examination components, amounting to a total of 12 CP:

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- a. a written examination in one of the subjects Old Testament or New Testament;
- b. an oral examination in the other exegetical subject;
- c. an oral examination in the subject History of the Church and Dogma.

(2) The candidate can choose to replace one exegetical subject with a different subject offered by the faculty. The examination subjects must be selected in such a way that no subject is taken twice. CH must be one of the examination subjects.

(3) One of the two oral examinations will be completed during the course of study, following the corresponding lecture or course.

(4) Instead of an integrated oral examination following the lecture or course, the candidate can request to take this examination component as an additional preparatory seminar paper, written as part of the basic module for the subject in question. The preparatory seminar paper should be completed within four to six weeks. The result of the preparatory seminar paper will be part of the intermediate examination overall grade.

(5) Intermediate examination components, excluding the components completed during the course of study, should be completed within four weeks.

(6) Examination components completed during the course of study in accordance with paragraph 3 must be registered with the examination office four weeks before the examination date. The examination office or examination committee will confirm this registration and issue admission for the preparatory module examination.

§ 15 Written examinations

(1) The purpose of written examination components is to assess whether candidates are able to recognise problems relating to their subject and find solutions for them, using subject-specific methods with limited time and resources. The candidate selects one of the two topics.

(2) The written examination lasts three hours.

(3) If candidates provide a medical certificate which plausibly proves that they are not able to take examination components in the form prescribed, completely or partially, due to permanent or sustained health problems, the chairperson of the examination committee may allow them to take an equivalent examination. This also applies to examination prerequisites.

(4) In the Old Testament written examination, candidates are allowed to use a dictionary. The following aids are permitted in the New Testament written examinations: 1. a Greek concordance, 2. a dictionary, 3. a Greek synopsis. The examination committee will decide on the specific aids permitted.

§ 16 Oral examinations

(1) The purpose of oral examinations is to assess whether candidates are able to identify interconnections within the examination matter and relate special problems to these interconnections. Furthermore, candidates should show that they have a broad basis of knowledge.

(2) Generally, oral examination components are carried out by a panel of two examiners, or by one examiner and one qualified observer, as a group or individual examination.

(3) Before determining the grade for the oral examination, the examiner consults all other examiners involved.

(4) Oral examinations last approximately 20 minutes.

(5) Important content and the results of the examination must be written in the minutes. Candidates must be notified of examination results following the oral examination.

(6) Students wishing to take a subject examination at a later examination date should be permitted to listen in on the same examination, if room is available, unless the examination candidate objects. However, the listener may not attend assessment and announcement of the examination result.

§ 17 Passing the intermediate examination

(1) Examiners receive the written examinations without candidates' names and labelled only with a reference number. Each written examination is assessed by two examiners. The grade is calculated as the mean of the individual evaluations. If the grades differ by more than one grade level, the chairperson designates a third examiner. In such a case, the grade is calculated as the mean of the three evaluations.

(2) The intermediate examination is passed when all examination components have been graded as "sufficient" (4.0) or higher.

(3) When calculating the overall grade, only the first decimal after the point is taken into account. The other decimals are dropped without rounding.

(2) The overall grade is calculated as the mean of the individual examination component results in accordance with § 11. The overall grade is as follows:

for an average up to and including 1.5	= very good
for an average between 1.6 and up to/including 2.5	= good
for an average between 2.6 and up to/including 3.5	= satisfactory
for an average between 3.6 and up to/including 4.0	= sufficient

§ 18 Retaking the intermediate examination

(1) If examination components are not passed or considered not to have been passed, they may be retaken once. A second retake is only possible in exceptional and justifiable cases. This includes failed examination components at other German universities or universities or colleges of equal standing. It is not possible to retake a subject examination if it has been graded as passed.

(2) Examinations must be retaken at the next examination date at the latest. If candidates miss this deadline, they lose the entitlement to retake this examination, unless they are not responsible for the deadline being exceeded.

§ 19 Diploma

(1) After the intermediate examination is passed, a diploma is issued, if possible within four weeks. The diploma states the grades for the subject examinations and the overall grade. The diploma must be signed by the chairperson of the examination committee. It is dated with the day of the last examination component.

(2) If the intermediate examination is failed or is considered not to have been passed, the examination committee will issue the candidate a written notification. It provides information on retaking the examination components (if this is possible), scope and deadlines. The notification must provide information on the procedure for appeal.

(3) If the candidate has failed the intermediate examination, a certificate will be issued on request and on presentation of relevant proof, listing passed examination components and the corresponding grades as well as the missing examination components required for passing the intermediate examination. The document must indicate that the intermediate examination was not passed.

Section III: Magister Theologiae faculty examination

§ 20 Faculty examination admission requirements

(1) Admission to the faculty examination for the Magister Theologiae degree programme is only authorised for those who:

- are enrolled at Heidelberg University for the Magister Theologiae degree programme;
- have not lost their entitlement to take examinations in the Magister Theologiae degree programme;
- provide a certificate proving membership of a Protestant church or a church that belongs to the World Council of Churches, Lutheran World Federation or World Alliance of Reformed Churches. Exemptions for members of other Christian churches require the consent of the faculty council with a two-thirds majority of the

members who hold a doctorate.

- The candidate should have been enrolled at Heidelberg University during the two semesters preceding the faculty examination.

(2) For admission to the faculty examination, certificates must be presented with proof of the following:

(a) required language skills in accordance with § 2 paragraph 3 (Classical Hebrew Certificate / Hebraicum, Ancient Greek Certificate / Graecum, Latin Certificate / Latinum);

(b) passed intermediate examination in the Magister Theologiae degree programme, taken at a university or university or college of equal standing within the scope of applicability of the Higher Education Framework Act.

(c) successfully completed compulsory modules of stage 2 studies in accordance with annex 1:

- Advanced module Old Testament (MTh-OT 2)
- Advanced module New Testament (MTh-NT 2)
- Advanced module Church History (MTh-CH 2)
- Advanced module Systematic Theology (MTh-ST 2)
- Advanced module Religious Studies and Intercultural Theology / Missiology (MTh-RS 2)
- Advanced module Practical Theology (MTh-PT 2)
- Module Philosophy (MTh-Phil)
- Interdisciplinary module II (MTh-Inter 2)
- Elective module (MTh-Elect 2)

(d) participation in lectures or courses of the integration phase (integration and examination modules 1-2, see annex 1). Modules are completed by passing the corresponding final oral examinations.

(e) Three of the following modules must be completed by writing a main seminar paper. This excludes subjects in which a preparatory seminar paper was written during the stage 1 studies as course assessment 1 or 2. The main seminar paper in OT or NT is not required if an exegetical preparatory seminar paper was written in the subject in question during the stage 1 studies (course assessment 1). In this case, a main seminar paper must be written in the other exegetical subject (OT or NT) (annex 1 remark 2).

- Advanced module Old Testament (MTh-OT 2)
- Advanced module New Testament (MTh-NT 2)
- Advanced module Church History (MTh-CH 2)
- Advanced module Systematic Theology (MTh-ST 2)
- Advanced module Religious Studies and Intercultural Theology (MTh-RS 2)

(f) Advanced modules in which no main seminar paper is written do not have a module examination in the stage 2 studies. They are completed by passing the final written and

oral examinations (integration and examination modules 1-2). A sermon and lesson plan must be written in the advanced module PT 2 (see annex 1).

§ 21 Faculty examination admission procedure

(1) The application for admission to the examination must be made in writing, addressed to the chairperson of the examination committee. The application must include the following documents:

- (a) evidence of fulfilment of the admission requirements in accordance with § 20,
- (b) academic records or documents replacing academic records,
- (c) statement of the subject for the final academic thesis in accordance with § 23 and, if possible, the name of the lecturer setting the thesis topic,
- (d) statement of the sub-discipline in Practical Theology from which the topic for the practical theological paper will be taken in accordance with § 24,
- (e) statement of the field of specialisation for the individual oral examinations, signed by the respective examiner; statement of the proposed examiner for the individual oral examination,
- (f) candidates' declarations stating whether they have already failed a faculty examination in the Magister Theologiae degree programme and whether they are currently undergoing an examination procedure in such a programme.

(2) If, through no fault of their own, candidates are unable to provide such evidence, the examination committee may allow other proof to be accepted.

(3) The application is the basis for the decision of the examination committee as to whether to admit the candidate to the examination. Rejections must be made in writing, stating the reasons and providing information on the procedure for appeal.

(4) The application for examination may only be rejected if

- conditions are not fulfilled in accordance with § 20, or
- documents are not complete in accordance with § 20 and § 21 and have not been completed on request, or
- the candidate has failed their final attempt at the faculty examination in the Magister Theologiae degree programme or has lost the entitlement to take examinations, or
- the candidate is currently undergoing examination procedures in such a degree programme.

§ 22 Scope and nature of examination

The faculty examination of the Magister Theologiae degree programme consists of:

- the final academic thesis,
- a practical theological paper,
- subject examinations (written and/or oral examinations).

§ 23 Final academic thesis

(1) The purpose of the final academic thesis is for candidates to show that they are able to work independently on a topic from the Magister Theologiae degree programme within a given period of time, using academic methods.

(2) The final academic thesis may be assigned and supervised by any authorised examiner of the Magister Theologiae degree programme in accordance with § 5 paragraph 1 sentence 1.

(3) The topic for the academic thesis may be taken from the following subjects:

1. Old Testament
2. New Testament
3. History of the Church, Dogma and Theology
4. Systematic Theology: Dogmatic Theology
5. Systematic Theology: Ethics
6. Practical Theology
7. Religious Studies / Intercultural Theology

(4) The topic for the final academic thesis will be determined by the thesis supervisor. If such an application is made, the chairperson of the examination committee will ensure that the candidate receives a topic for their final academic thesis in due time. The candidate is allowed to propose topics; however, this does not constitute a legal entitlement to a certain topic. The topic is assigned by the chairperson of the examination committee. The date of assignment must be recorded.

(5) The deadline for submission of the thesis is four months after the topic was assigned. Exceptionally, the examination committee, having consulted the supervisor, may extend this deadline by up to two months. If the deadline is exceeded, the thesis will be graded as "failed" (5.0), unless the candidate is not responsible for the deadline being exceeded.

(6) The topic, task and scope of the final academic thesis must be limited in such a way that the candidate should be able to complete the thesis within the given time frame. In general, the final academic thesis should contain 40-60 pages. The topic may only be returned once and only within the first month after the date of assignment.

(7) The final academic thesis may be written in German or English. Other languages may

be approved by the examination committee.

§ 24 Practical theological paper

(1) The purpose of the practical theological paper in the subject Practical Theology is to assess whether candidates are able to address defined problems concerning practical theological action from a sub-discipline of Practical Theology chosen by the candidate. Furthermore, they should show that they are able to outline and justify solutions for the problems in an ecclesiological context with limited time.

(2) The topic is set by the examination committee and issued by the chairperson. In their application for admission to the faculty examination, candidates state two sub-disciplines of the subject Practical Theology in accordance with paragraph 3. The topic must be selected from these sub-disciplines. The candidate is allowed to propose topics; however, this does not constitute a legal entitlement to a certain topic. Topics are set by the subject examiners, who are appointed in accordance with § 5.

(3) The topic for the practical theological paper may be taken from the following sub-disciplines of Practical Theology:

1. Basic questions of Practical Theology
2. Homiletics
3. Religious Education
4. Poimenics
5. Liturgics
6. Diaconal Studies
7. Church Theory

(4) The deadline for submission of the thesis is three weeks after the topic was assigned. The topic cannot be returned and the processing time cannot be extended. In general, the practical theological paper should contain 15-20 pages.

(5) If a topic from the subject Practical Theology is selected for the final academic thesis, the topic may not overlap with the topic for the practical theological paper, nor be part of the same sub-discipline. The decision on this matter will be taken by the examination committee.

§ 25 Submission and assessment of final academic thesis and practical theological paper

(1) Three printed copies of the final academic thesis and practical theological paper, as well as one digital copy in a standard format, must be submitted to the examination committee before the deadline. The submission date must be recorded.

(2) When submitting their final academic thesis and practical theological paper, candidates must assure in writing that they are the author of their work and have used no

sources or aids other than those indicated.

(3) The final academic thesis and practical theological paper are assessed by two examiners, of which one must be a professor. The first examiner should be the supervisor of the thesis. The second examiner is designated by the examination committee. The candidate is allowed to make a proposal. However this does not constitute a legal entitlement to be examined by a certain examiner. The evaluation period should not exceed six weeks.

(4) If the two examiners do not agree in their assessment of the academic paper, the chairperson of the examination committee will return the thesis to the first and second examiner, in order that they agree on a joint proposed grade. If they do not agree on a grade, the grade will be calculated as the mean of the two examiners' grades, provided that the two grades differ by less than two grade levels; § 11 applies accordingly. If the two grades of the examiners differ by more than two grade levels, the examination committee determines a third examiner whose assessment will be taken into account in the calculation of the grade. A third examiner's assessment will also count towards the final grade calculation if a term paper has been graded as "failed" by one examiner and "sufficient" by the other.

§ 26 Written examinations

(1) The purpose of written examinations in the form of a wide-ranging questionnaire (combined tests) is to assess whether the candidate has basic knowledge of the subjects to be examined.

(2) Four hours (240 minutes) must be scheduled for written examinations.

(3) The examinations must be written in such a way that the candidate remains anonymous when the examinations are assessed.

(4) Subjects for written examinations are as follows:

- Old Testament
- New Testament
- Church History
- Systematic Theology (Dogmatic Theology and Ethics)

(5) Written examinations must be taken in three of the four subjects Old Testament, New Testament, Church History and Systematic Theology. If the final academic thesis (§ 23) is written in one of these four subjects, the subject does not have to be taken in the final examinations. If the subject of the final academic thesis is Religious Studies / Intercultural Theology or Practical Theology, the candidate determines a subject in which no written examination will be taken.

(6) The following aids are permitted in the Old Testament written examinations: 1. a Hebrew dictionary, 2. a Hebrew concordance, 3. a Greek dictionary if the critical material contains Greek. The following aids are permitted in the New Testament written

examinations: 1. a Greek concordance, 2. a dictionary, 3. a Greek synopsis. The examination committee will decide on the specific aids permitted.

(7) Written examinations are assessed by two examiners. The grade is calculated as the mean of the individual evaluations.

§ 27 Oral examinations

(1) Oral examinations last 25 minutes.

(2) Oral examinations are individual examinations. Each candidate is examined by two examiners for each examination subject (Old Testament, New Testament, Church History, Systematic Theology, Practical Theology, Religious Studies / Intercultural Theology; see annex 1, integration and examination module 1 and 2). One of the examiners takes the minutes. The grade is calculated as the mean of the individual evaluations of the two examiners. § 11 applies accordingly.

(3) The candidate - in consultation with an authorised examiner of the subject (§ 5 paragraph 1), usually one of the two in the examination - specifies a specialist field and academic literature as the basis for the oral examination. Furthermore, a corpus of Hebrew and / or Greek Bible passages for translation is determined in the subjects Old Testament and New Testament. These agreements must be recorded and are binding for the examination. Details can be found in the module guide (integration and examination module 1-2).

(4) Important content and the results of the examination must be written in the minutes. Candidates must be notified of examination results following the oral examination.

(5) Students wishing to take the faculty examination at a later examination date are permitted to listen in on the same examination, if room is available. However, the listener may not attend the assessment and announcement of the examination result. Listeners can be prohibited from attending upon the candidate's request or for other valid reasons.

§ 28 Passing the examination and overall grade

(1) The faculty examination in the Magister Theologiae degree programme is passed when the following components have been graded as "sufficient" (4.0) or higher:

1. final academic thesis;
2. the six subjects Old Testament, New Testament, Church History, Systematic Theology, Religious Studies and Intercultural Theology / Missiology, and Practical Theology.

(2) The subject grade is calculated as the mean of the respective grades for the final oral

examinations and, if applicable, the written examinations in the subject. The subject grade in Practical Theology is calculated as the mean of the grades for the final oral examination, the practical theological paper and, if applicable, the written examination.

(3) The final academic thesis is not considered when calculating the subject grade for the subject in which the final thesis was written.

(4) The overall grade for the faculty examination is calculated as the mean of the subject grades for the individual examination subjects and the grade for the academic paper; the grade for the academic paper is weighted threefold. When calculating the overall faculty examination grade in accordance with § 11, the numerical values before rounding are used in accordance with § 11 paragraph 3.

§ 29 Free attempt

(1) If a candidate takes the subject examinations of the final examination before or during the 10th academic semester of an uninterrupted course of studies and fails the examination, the examination is considered not to have been attempted (free attempt). This regulation only applies once.

(2) When determining the number of semesters in accordance with paragraph 1, semesters are not regarded as an interruption if the candidate was not able to continue the course of studies due to long periods of serious illnesses or other valid reasons, and leave of absence was granted. Semesters discounted for acquiring language qualifications in accordance with § 2 paragraph 3 are also not considered. Furthermore, a maximum of two semesters are discounted as compensation for activities as an elected member in a body of the university legally required or provided by its statute. Furthermore, up to two semesters are discounted for studies abroad in non-German-speaking countries if the candidate was enrolled for a theological subject at a foreign university and attended lectures and courses in that subject, verifiably and to a reasonable extent. The candidate must have taken at least one course assessment in each semester. In total, no more than four semesters may be discounted.

(3) If the examination has been passed at the first attempt under the terms of paragraphs 1 and 2, it may be retaken once to improve the grade, at the latest at the examination date after next. If a higher grade is achieved during such a retake, the higher result will stand. Absence from a written or oral examination is considered as waiving continuation of the examination procedure, unless the candidate states otherwise in writing to the examination office within three days.

§ 30 Retaking an examination component and deadlines

(1) If examination components are not passed or considered not to have been passed, they may be retaken once. This includes failed examination components at other universities. A second retake is only possible in exceptional cases. The decision on this matter will be taken by the examination committee.

(2) It is not possible to retake an examination component if it has been graded as passed.

(3) If one or several subject grades in accordance with § 28 paragraph 2 are graded lower than "sufficient" (4.0), the failed final oral examinations of the subjects in question may be retaken once at one of the two following examination dates. If candidates miss this deadline, they lose the entitlement to take this examination, unless they are not responsible for the deadline being exceeded.

(4) If the academic paper is graded lower than "sufficient" (4.0), it may be retaken once at one of the two following examination dates. If candidates miss this deadline, they lose the entitlement to take this examination, unless they are not responsible for the deadline being exceeded.

(5) If the faculty examination is failed at the final attempt, the candidate is excluded from the academic programme.

§ 31 Diploma

(1) After the Magister Theologiae examination is passed, a diploma will be issued within four weeks. It states all individual subject grades (grades in accordance with § 11 paragraph 3 and numerical value), the topic and grade for the final academic thesis, and the overall grade for the Magister Theologiae examination. The diploma is dated with the day of the last examination component. It must be signed by the chairperson of the examination committee.

(2) A Diploma Supplement in German and English is added, containing additional information about the course content and period of studies. The content complies with the European Diploma Supplement Model.

(3) A Magister's certificate in German is issued with the diploma, bearing the same date. It certifies the conferment of the academic degree "Magistra Theologiae" or "Magister Theologiae" (abbreviated to Mag. theol.) and states the title of the final academic thesis. On request, the Magister's certificate will also be issued in English. The academic degree is translated with "Master of Theology (M.Th.)". The degree certificate is signed by the dean of the Faculty of Theology and bears the faculty seal.

(4) If the faculty examination in the degree programme Magister Theologiae is failed at the final attempt or is considered not to have been passed, the chairperson will issue a written notification, providing information on the procedure for appeal. A certificate will be issued on request, and on presentation of proof and a certificate of exmatriculation, listing passed examination components and the corresponding grades as well as the missing examination components required for obtaining the Magister Theologiae degree, and indicating that the examination was not passed.

§ 32 Subsequent conferment of degree

(1) Those who have passed the first examination in Theology at the Evangelical Church of Baden may request that they be conferred the academic degree "Magistra Theologiae" or "Magister Theologiae" (abbreviated to Mag. theol.).

(2) This request must be made in writing. The request must include an examination certificate, a curriculum vitae and a police clearance certificate.

(3) The Magister's certificate certifies the conferment of the academic degree of "Magistra Theologiae" or "Magister Theologiae" (abbreviated to Mag. theol.) on the basis of the Ecclesiastical Examination. The examination date must be stated. The Magister's certificate must bear the date of issuance. § 31 paragraph 3 applies accordingly.

Section IV: Final provisions

§ 33 Invalidity of examinations

(1) If a candidate has deceived in an examination and this is only discovered after the diploma has been issued, the examination committee may correct the examination results affected by the deception accordingly and may declare the examination partially or completely failed.

(2) If the requirements for admission to the examination were not fulfilled without any intent to deceive on the candidate's part, and this is only discovered after the diploma has been issued, the passed examination is considered to compensate for this shortcoming. If the candidate intentionally gained admission to the examination through deceit, the examination committee will take a decision on the matter.

(3) Before the decision is taken, candidates are given the right to explain themselves.

(4) The fraudulent examination diploma will be confiscated and, if necessary, a new diploma will be issued. The Magister Theologiae certificate will be confiscated along with the fraudulent examination diploma if the examination was graded as "failed" due to the deception. In accordance with paragraph 1 and paragraph 2 sentence 2, a decision may not be taken more than five years after the date on the examination diploma.

§ 34 Access to examination documents

After the examination procedure has been completed, the candidate has the right to gain access to examination documents within a reasonable period of time. Requests must be made in writing. Such requests must be made within a year of the examination procedure being completed. The chairperson of the examination committee decides when and where access will be given.

§ 35 Coming into force and transitional provisions

(1) These examination rules and regulations will come into force on the first day of the month following publication in the President and vice-chancellor's bulletin (Mitteilungsblatt des Rektors). At the same time, the examination and degree programme rules and regulations for the Magister Theologiae degree programme (Faculty Examination / Fakultätsexamen and First Ecclesiastical Examination in Theology / Kirchliches Erstes Theologisches Examen) of the Faculty of Theology from 16 July 2009 (President and vice-chancellor's bulletin (Mitteilungsblatt des Rektors) of 31 July 2009) will cease to be in force.

(2) Students who are enrolled for the Magister Theologiae degree programme at Heidelberg University while these examination rules and regulations are coming into effect may apply for the former regulations to be applied for them for up to five years.

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Annex 1: Structure of modules - Magister Theologiae degree programme 300 CP

Abbreviations: CH: Church History; NT: New Testament; OT: Old Testament; PT: Practical Theology; RS: Religious Studies / Intercultural Theology; ST: Systematic Theology.

1. Stage 1 studies 120 CP

One exegetical preparatory seminar paper must be taken in either the basic module OT 1 or NT 1. Preparatory seminar papers written in the basic modules OT 1, NT 1, CH 1, ST 1, RS 1 or PT 1 in addition to the compulsory preparatory seminar papers can count towards the respective elective module 1 with 6 CP.

Basic module Introduction to Theology (MTh-Basic) 18 CP

Beginner's Project 2 CP

Basic Biblical Studies Certificate OT
(practice class / self-study + Biblical Studies examination) 8 CP

Basic Biblical Studies Certificate NT
(practice class / self-study + Biblical Studies examination) 8 CP

Basic module Old Testament (MTh-OT 1) 7 CP

Preparatory seminar OT (entry requirement: Classical Hebrew Certificate) 4 CP

Introductory lecture OT 3 CP

Basic module New Testament (MTh-NT 1) 7 CP

Preparatory seminar NT (entry requirement: Ancient Greek Certificate) 4 CP

Introductory lecture NT 3 CP

Course assessment 1: Preparatory seminar paper OT or NT
(completion of modules OT / NT 1) 6 CP

Basic module Church History (MTh-CH 1) 7 CP

Preparatory seminar CH (entry requirement: Latin or Ancient Greek Certificate) 4 CP

Introductory lecture CH 3 CP

Basic module Systematic Theology (MTh-ST 1) 7 CP

Preparatory seminar ST 4 CP

Introductory lecture ST 3 CP

Basic module Religious Studies and Intercultural Theology / Missiology (MTh-RS 1) 7 CP

Preparatory seminar RS 4 CP

Introductory lecture RS 3 CP

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Course assessment 2: Preparatory seminar paper in the modules ST 1 or RS 1. Two lecture examinations (written or oral examinations) in the modules ST 1 and RS 1 (3 + 3 CP) can be taken instead of the preparatory seminar paper (6 CP). **6 CP**

Basic module Practical Theology (MTh-PT 1) **13 CP**
 Preparatory seminar PT I: Homiletics **3 CP**
 Preparatory seminar PT II: Religious Education **3 CP**
 Internship **7 CP**

Interdisciplinary module I (MTh-Inter 1) **9 CP**
 Interdisciplinary lectures and courses ¹ of choice, amounting to **9 CP**

Elective module I (MTh-Elect 1) **21 CP**
 Faculty of Theology lectures and courses of choice, amounting to **21 CP**

2. Intermediate examination **12 CP**

The intermediate examination consists of three equally-weighted examination components, amounting to a total of 12 CP:

- a. a written examination in one of the subjects Old Testament or New Testament
- b. an oral examination in the other exegetical subject (OT or NT)
- c. an oral examination in the subject History of the Church and Dogma

The candidate can choose to replace one exegetical subject with a different subject offered by the faculty.

One of the two oral examinations will be completed during the course of study, following the corresponding lecture or course.

Instead of an integrated oral examination following the lecture or course, the candidate can request to take this examination component as an additional preparatory seminar paper, written as part of the basic module for the subject in question.

3. Stage 2 studies **120 CP**

Three advanced modules from the subjects Old Testament, New Testament, Church History, Systematic Theology and Religious Studies / Intercultural Theology must be completed by writing a main seminar paper. This excludes subjects of the exegetical preparatory seminar paper (course assessment 1) and second preparatory seminar paper (course assessment 2), where applicable. Main seminar papers written in addition to the three compulsory papers can count towards the elective module II with 8 CP.

¹ Interdisciplinary compulsory elective lectures and courses include lectures and courses taken at other faculties and lectures and courses from the Faculty of Theology covering at least two disciplines of Theology (see module guide).

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Advanced module Old Testament (MTh-OT 2)		14/6 CP
Main seminar OT		4 CP
Lecture OT		2 CP
Module examination: Main seminar paper ²		8/0 CP
Advanced module New Testament (MTh-NT 2)		14/6 CP
Main seminar NT		4 CP
Lecture NT		2 CP
Module examination: Main seminar paper ²		8/0 CP
Advanced module Church History (MTh-CH 2)		15/7 CP
Main seminar CH		4 CP
Introductory lecture CH		3 CP
Module examination: Main seminar paper ³		8/0 CP
Advanced module Systematic Theology (MTh-ST 2)		14/6 CP
Main seminar ST		4 CP
Lecture ST		2 CP
Module examination: Main seminar paper ³		8/0 CP
Advanced module Religious Studies and Intercultural Theology / Missiology (MTh-RS 2)		14/6 CP
Main seminar RS		4 CP
Lecture RS		2 CP
Module examination: Main seminar paper ³		8/0 CP
Advanced module Practical Theology (MTh-PT 2)		14 CP
Main seminar PT I: Homiletics		4 CP
Main seminar PT II: Religious Education / Poimenics)		4 CP
Module examination: Sermon (PT I) and lesson plan (PT II)		3+3 CP
Module Philosophy (MTh-Phil)		11 CP
Philosophical lectures and courses ⁴ amounting to		6 CP
Module examination: oral examination (Philosophy Certificate / Philosophicum)		5 CP
Interdisciplinary module II (MTh-Inter 2)		9 CP
Interdisciplinary lectures or courses ⁵ of choice amounting to		9 CP

² The main seminar paper is not required if an exegetical preparatory seminar paper was written in the subject in question during the stage 1 studies (course assessment 1). In this case, the module counts for 6 instead of 14 CP and a main seminar paper must be written in the other exegetical subject (OT or NT).

³ By taking the intermediate examination or final examination, modules from stage 1 and 2 with no associated examination component are considered to have been completed (§ 3 paragraph 1).

⁴ Lectures and courses, preparatory seminars, seminars, practice classes and revision courses dealing with philosophical topics from the Faculties of Theology and Philosophy.

⁵ Interdisciplinary compulsory elective lectures and courses include lectures and courses taken at other faculties and lectures and courses from the Faculty of Theology covering at least two disciplines of Theology (see module guide).

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Elective module II (MTh-Elect 2)	31 CP
Faculty of Theology lectures and courses of choice, amounting to	31 CP

3 Integration and examination phase 60 CP

One final oral examination must be taken in each of the subjects OT, NT, CH, ST, RS and PT.

Furthermore, final written examinations must be taken in three of the four examination subjects OT, NT, CH and ST. If the final academic thesis is written in one of the four subjects OT, NT, CH and ST, no final written examination has to be taken in this subject. If the subject of the final academic thesis is RS or PT, the candidate determines a subject in which no written examination will be taken.

Final thesis module (MTh-thesis)	24 CP
Final academic thesis	20 CP
Practical theological paper	4 CP

Integration and examination module 1 (MTh-Integr 1)	12 CP
OT and NT lectures and courses of choice	3 CP
Final oral examination OT and NT (3 CP each)	6 CP
Final written examination 1	3 CP

Integration and examination module 2 (MTh-Integr 2)	24 CP
CH, ST, RS and PT lectures and courses of choice	6 CP
Final oral examination CH, ST, RS, PT (3 CP each)	12 CP
Final written examination 2	3 CP
Final written examination 3	3 CP

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