

Please note that this document is a non-binding convenience translation. Only the German version of the document entitled "Prüfungsordnung der Universität Heidelberg für den Bachelor-Studiengang Interprofessionelle Gesundheitsversorgung" dated 20 April 2011 [published in the President's bulletin (Mitteilungsblatt des Rektors) of 12 May 2011, p. 265] and last amended on 28 November 2014 [President's bulletin (Mitteilungsblatt des Rektors) of 10 December 2014, p. 591] has legal validity.

Heidelberg University Examination Rules and Regulations for the Bachelor's Degree Programme in Interprofessional Health Care

dated 20 April 2011

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.

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Section I: General provisions

§ 1 Purpose of the academic programme and examination

- (1) The Bachelor's degree programme in Interprofessional Health Care partially combines vocational training with an academic course provided at the University. Graduates of the programme are able to work as part of an interprofessional team, providing evidenced-based, quality assured, and efficient health care which is tailored to the patient. The programme qualifies graduates to take up employment in various health care institutions, including hospitals, doctors' surgeries, medical care centres etc. The required basic skills are acquired through an integrated period of training in a health care profession such as nursing, physiotherapy or midwifery. Graduates are able to contribute to the development of their profession, and in particular, to the advancement of interprofessional collaboration.
- (2) The purpose of the Bachelor's examination is to assess whether students have mastered the fundamentals of Interprofessional Health Care, have an overview of the interconnections between the individual areas they have studied, and have acquired the basic methodological and practical skills required to enter a profession.
- (3) The admission requirements for the academic programme are subject to separate admission regulations.

§ 2 Bachelor's degree

Upon successful completion of the Bachelor's examination, Heidelberg University will confer the academic degree, "Bachelor of Science" (abbreviated to B.Sc.).

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

- (1) The standard period of study for the Bachelor's degree programme is eight semesters, including examinations. Successful completion of the Bachelor's degree programme requires a total of 180 credits (CP), obtained through both compulsory and elective courses.
 - (1a) From the sixth semester onwards, and following completion of the integrated period of training, students may request to study part-time. Further details are

available in the applicable version of the regulations on part-time study at Heidelberg University (Teilzeitstudienordnung, TeilzeitO). Admission for part-time study extends the standard period of study and the deadlines for taking examinations for the first time, in accordance with the provisions contained in the regulations on part-time study (TeilzeitO). With regard to processing times for written examinations, § 4, paragraph 3 of the regulations on part-time study (TeilzeitO) must be taken into account.

- (2) The Bachelor's degree programme is modular and comprises a total of 180 credits (CP). Cross-disciplinary skills, worth 15 credits, are integrated into subject-specific modules. The Bachelor's thesis is worth 12 CP. The required modules and the corresponding courses and lectures are listed in Appendix 1. The recognition of vocational training and examinations, as stated in § 7, is integral to the design of this degree programme.
- (3) An orientation examination must be taken no later than at the end of the second semester. This examination is taken as an integrated part of the course of study, and consists of successful participation in a compulsory course worth at least 12 credits.
- (4) Any outstanding credits must be gained in the subsequent semester at the latest. 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.
- (5) The orientation examination is a preliminary part of the Bachelor's examination.
- (6) The examination in the module entitled "Theoretical Foundations for Practical Activity" is an intermediate examination. It is completed during the course of study and must be passed by the end of the fourth semester at the latest.
- (7) If the intermediate examination has not been passed by the end of the sixth semester, the student is not entitled to take the final examinations, unless the student is not responsible for the deadline being exceeded.
- (8) Generally, the language of instruction and examination is German. Courses, lectures and examinations may also be held in English.

§ 4 Modules, credits and transcript of grades

- (1) A module is a teaching unit, self-contained in terms of both time and content and comprised of various lectures and courses. It not only comprises the lectures and courses attended, but also the components necessary for a passing grade in the module.
- (2) The Bachelor's thesis is regarded as an individual module. Courses in cross-disciplinary skills may be partially or fully integrated into subject-specific

modules.

- (3) A distinction is made between:
- compulsory modules: to be completed by all students
 - compulsory elective modules: to be selected by the student from a limited subject area
 - elective modules: to be freely chosen by the student from the modules offered within the subject.
- (4) All components within a module must be graded as "sufficient" (4.0) or better (sub-module grades) for the complete module to be passed.
- (5) Credits are awarded for successfully completed modules, including their individual components. One credit corresponds to a workload of 30 hours.
- (6) A transcript of records will be issued at the end of each semester, listing all module examinations students have passed, including the corresponding credits and grades.

§ 5 Examinations board

- (1) The examinations board is responsible for the organisation of examinations and the tasks prescribed in these examination rules and regulations. It consists of two professors or lecturers, a representative of the research assistants and a student with advisory authority. The faculty council appoints the chairperson, the deputy, and the other members of the examinations board for a period of two years each. The student member is appointed for one year. The chairperson and the deputy chairperson must be professors.
- (2) The examinations board ensures that the examination rules and regulations are upheld and provides recommendations for further improving the curriculum and the examination rules and regulations. It appoints the examiners and observers for examinations. The examinations board may delegate these appointments to its chairperson. The board may be called upon for all questions regarding examinations.
- (3) The chairperson manages the business of the examinations board, prepares and chairs meetings and, in the event of a tie vote, has the deciding vote.
- (4) The examinations board may confer further tasks on its chairperson, provided this does not violate applicable law. Such a decision may be revoked at any time. The examinations board must be informed on a regular basis about the execution of these tasks.
- (5) Members of the examinations board have the right to attend examinations.

- (6) Members of the examinations board, examiners and observers are obliged to maintain professional confidentiality. Members who are not civil servants are sworn to secrecy by the chairperson.
- (7) The candidate must be informed of negative decisions taken by the examinations board immediately and in writing; the reasons for the decision must be stipulated and information on the procedure for appeal must be provided.

§ 6 Examiners and observers

- (1) In general, examinations which are not completed as an integrated part of courses and lectures during the course of study, may only be carried out by professors, associate professors, or research associates who, on the basis of long-standing teaching experience, have been granted the right to conduct examinations. Research assistants, research associates, adjunct lecturers and lecturers with special responsibilities may only be appointed to conduct examinations under exceptional circumstances; when there are not enough faculty members available who are authorised to conduct examinations.
- (2) Observers must have sat the corresponding Bachelor's examination or equivalent.
- (3) Candidates can propose an examiner for their Bachelor's thesis; this does not, however, constitute a legal entitlement to be examined by a particular examiner.
- (4) The chair of the examinations board ensures that candidates are notified of examiners' names in due time.

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

- (1) Course credits and examination results as well as academic degrees that were obtained through a degree programme at another state or state-recognised higher education institution or university of cooperative education (Berufsakademie) in the Federal Republic of Germany, or through degree programmes at state or state-recognised higher education institutions abroad, will be recognised as long as the skills acquired do not differ significantly from those required for the courses and examinations or the degrees that are replaced. This recognition is required in order to continue an academic programme, take examinations, enrol in a further academic programme or be admitted to a doctoral programme. The validity of § 15, paragraphs 3 and 4 State Public Service Law (Landesbeamtengesetz, LBG) remains unaffected.
- (2) Preliminary and intermediate examinations taken at other German universities

in the same degree programme or in a similar degree programme will be recognised. Courses completed at recognised distance-learning institutions will be considered equivalent to those in a corresponding traditional degree programme with regard to determining the duration of study.

- (3) It is the applicant's responsibility to provide all information necessary for credits to be recognised. The office conducting the recognition procedure is responsible for proving that an application does not fulfil the requirements.
- (4) If agreements existing between the Federal Republic of Germany and other states concerning the equivalence of university degree programmes (Equivalency Agreements) diverge from paragraph 1 and § 29, paragraph 2, clause 5 of the State Law of Baden-Württemberg on Higher Education (Landeshochschulgesetz, LHG), and thereby favour students from other states, the rules and regulations in the Equivalency Agreement shall take precedence.
- (5) Examination components are to be graded on the basis of a credit system that allows credits from equivalent or similar degree programmes studied at Heidelberg University, or at other universities, to be recognised. This also applies to credits gained at universities of cooperative education, provided that equivalence is established.
- (6) Knowledge and skills acquired outside of the higher education system are to be recognised for a degree programme at a higher education institution if:
 1. the requirements for university admission are fulfilled at the time of recognition,
 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 are to replace, and
 3. the criteria for recognition have been verified in an accreditation.

No more than 90 credits may be recognised for this Bachelor's degree programme. A Bachelor's thesis will not be recognised. If required documentation of individual examinations, which serves as proof of specific knowledge and skills, is not provided, the examinations board may request that a placement test be completed.

- (7) Credits may be awarded for study and examination components completed in the context of refresher courses (Kontaktstudien). When recognising credits from refresher courses for a university degree programme, paragraphs 2 and 5, as well as paragraph 6, clause 1, item 1, apply accordingly. When recognising knowledge and skills gained outside of the higher education system for refresher courses, paragraph 6 applies accordingly.
- (8) State-recognised training completed in physiotherapy, health care and nursing, geriatric care, midwifery, speech therapy, orthoptics, and radiological assistance or laboratory assistance will be recognised with the conferment of 60 credits. The examinations board shall decide how many credits are recognised for training in other areas of health care, or if further prerequisites must be completed.

§ 8 Unexcused absences, withdrawal, deception and breaches of regulations

- (1) An examination is graded as "failed" (5.0) if a candidate fails to attend and is unable to provide a valid reason for their absence, or if the candidate withdraws after the examination has started. The same applies if the candidate fails to complete a written examination by the established deadline, unless the candidate is not responsible for the deadline being exceeded.
- (2) Reasons for withdrawal or absence in accordance with paragraph 1 must be plausible and must be immediately submitted to the examinations board 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 the event of doubt, the University can request a medical certificate from a designated doctor. If the reasons stated are accepted, a new examination date 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 registering for, or taking, an examination, the examinations board must respect the provisions stated in the Maternity Protection Act (Mutterschutzgesetz) and the legal provisions concerning parental leave, and allow candidates to make appropriate use of these provisions. The same applies for students with disabilities or chronic illnesses, or for students with dependent relatives, in accordance with § 7 paragraph 3 of the Home Care Leave Act (Pflegezeitgesetz).
- (4) If the candidate tries to influence the examination results through deception or by using unauthorised aids, the examination components concerned will be graded as "failed" (5.0). If a candidate disrupts the proper course of the examination, they may be excluded from continuing the examination by the examiner or examination supervisor, in which case the examination will be graded as "failed" (5.0). In extreme cases, the examinations board may exclude the candidate from all further examinations.
- (5) In accordance with paragraph 4, clauses 1 and 2, the candidate may request, within a period of one week, that the decision is reviewed by the examinations board. The candidate must be informed of negative decisions immediately and in writing; the reasons for the decision must be stipulated and information on the procedure for appeal must be provided.

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

- (1) Examination components completed during the course of study are:
 1. oral examinations
 2. written examinations

- (2) If the candidate provides a medical certificate which plausibly proves that they are not able to take examination components in the form prescribed, whether completely or partially, due to permanent or chronic health problems, the examinations board may allow them to take an equivalent examination in an alternative form. The same applies for other course requirements.
- (3) Examinations may be taken in practical and oral form, and/or make use of contemporary media (computers, audio, video). They may also be completed as an integrated part of a course or lecture (e.g. as an oral presentation).

§ 10 Oral examinations completed during the course of study

- (1) In oral and practical examination components, candidates are required to show that they are able to identify interconnections within the examined subject matter, and that they are able to relate specific problems to these interconnections. In addition, candidates should demonstrate that they have adequate fundamental knowledge relating to their academic programme.
- (2) An oral or practical examination has a duration of between 10 and 120 minutes.
- (3) Students seeking to take the same examination at a later date may be allowed to observe the examination. Student observers may not be present for the assessment or announcement of the examination results. Student observers can be prohibited from attending the examination if the candidate so requests, or for other valid reasons.

§ 11 Written examination components completed during the course of study

- (1) In written examination components, candidates should demonstrate that they are able to recognise problems relating to their subject and find solutions for them within a limited time, using subject-specific methods and limited resources.
- (2) A written examination lasts between 30 and 240 minutes. Multiple choice questions are permitted.
- (3) Multiple choice questions are generally set by the lecturer responsible for a course or lecture, as appointed by the examinations board. The examination questions must correspond to the knowledge imparted in the course or lecture, and must provide reliable examination results. Before assessing the examination results, the person responsible, as determined in clause 1, must ensure that the examination questions adhere to paragraph 3, clause 2. If the examiner finds that individual examination questions are incorrect, these questions are to be disregarded in the determination of examination results. In such cases, the total number of questions is reduced accordingly, and assessment of the examination must be based on this reduced number. Reducing the number of examination questions must not have negative

consequences for the candidate.

An examination carried out as a multiple choice examination is considered to be passed when at least 50% of the questions have been answered correctly, or when the number of questions answered correctly by the candidate is not lower than 22% of the average examination results of all candidates (norm-referenced grading). Where examinations are taken for the second time, norm-referenced grading may only be applied with prior approval from the examinations board.

As an alternative to the 50% pass threshold, a scheme consisting of different levels of expectation may be formulated. The expectations used must be defined by at least two of the instructors responsible for designing the examination (standard setting).

If a candidate has correctly answered the number of questions required to pass the examination, the multiple choice examination must be assessed as follows. In the case of norm-referenced grading, the scale for assessment is moved linearly by the difference between the absolute and relative thresholds for passing.

%	corresponds to	grade
≥ 50 – 55		4.0
> 55 – 60		3.7
> 60 – 65		3.3
> 65 – 70		3.0
> 70 – 75		2.7
> 75 – 80		2.3
> 80 – 85		2.0
> 85 – 90		1.7
> 90 – 95		1.3
> 95 – 100		1.0

- (4) If a written examination component is taken as a term paper, candidates must assure that they are the authors of their own work and have used no sources or aids other than those indicated.
- (5) The evaluation period for written examinations should not exceed four weeks.

§ 12 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;

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3 = satisfactory	=	a performance which fulfils average requirements;
4 = sufficient	=	a performance which, despite deficiencies, still meets the requirements;
5 = failed	=	a performance which, due to considerable deficiencies, does not meet the requirements.

For more detailed assessment of examination performance, grades may be further differentiated by increasing or decreasing the individual grades by 0.3; however, the grade 0.7 and incremental grades above 4.0 may not be used.

- (2) The final module grade is calculated on the basis of the unrounded values of module examination components, weighted according to the number of credits earned. If a final examination is to be taken as part of a module, the grade for this final module examination constitutes the grade for this module. Final module grades and the overall grade for the Bachelor's examination are as follows:

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

- (3) To determine final module grades and the overall grade of the Bachelor's examination pursuant to paragraph 3, only the first digit after the decimal is taken into account; all other digits are dropped without rounding.
- (4) The Bachelor's examination is passed when all required examination components have been graded as "sufficient" (4.0) or better. The overall grade for the Bachelor's examination will be calculated in accordance with § 18, paragraph 2.
- (5) In addition to the final grade calculated according to the German system, students who have passed the examination components will also be awarded a relative grade according to the following scale:

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

Depending on the size of the graduating cohort, the grades achieved by at least two previously graduating year groups, if available, may also be taken into account when calculating the relative grades for the current graduating year group. An ECTS grade must be stated along with the final degree grade, and, if possible and relevant, may be provided for individual modules.

- (6) Examination results may be appealed within a period of one month following their receipt. Appeals must be made in writing, and addressed to the chair of the examinations board.

Section II: Bachelor's examination

§ 13 Requirements for admission to the Bachelor's examination

- (1) Admission to the Bachelor's examination in Interprofessional Health Care is only authorised for students who:
1. are enrolled in the Bachelor's degree programme in Interprofessional Health Care at Heidelberg University,
 2. have not lost their entitlement to take the final examinations in the Bachelor's degree programme in Interprofessional Health Care.
- (2) Certificates proving the following must also be provided for admission to the Bachelor's thesis:
1. successful completion of the orientation examination,
 2. the intermediate examination,
 3. the courses and lectures listed in Appendix 1, equating to 145 credits,
 4. and a successfully completed final examination in a health care profession.
- (3) Certificates proving the successful completion of the required modules are to be submitted by the student.

§ 14 Admission procedure

- (1) The application for admission to the examination must be made in writing, and addressed to the chair of the examinations board. The following must be included in the application:
1. proof of fulfilment of the admission requirements stated in § 13,
 2. a declaration from the candidate confirming whether they have previously failed a Bachelor's examination in a Bachelor's degree programme in Interprofessional Health Care, or whether they are currently involved in an examination procedure in such a degree programme.
- (2) If the candidate is unable to provide evidence in the prescribed form, the examinations board may accept alternative documents as proof.
- (3) The examinations board decides whether to admit the candidate on the basis of

the application. Rejections must be substantiated and notified in writing along with instructions for appeal.

- (4) The application for admission to the examination may only be denied if:
1. the requirements outlined in § 13 are not fulfilled, or
 2. the documents set forth in paragraph 1 are incomplete, and have not been completed upon request, or
 3. the candidate has failed their final attempt at the Bachelor's examination in Interprofessional Health Care, or has lost their entitlement to take the final examinations, or
 4. the candidate is currently involved in an examination procedure in such a degree programme.

§ 15 Scope and nature of the examination

- (1) The Bachelor's examination consists of:
1. successful completion of the courses and lectures for the modules listed in Appendix 1,
 2. the Bachelor's thesis.
- (2) The components of the Bachelor's examination must be taken in the following order:
- examinations components to be completed as an integrated part of the course of study (pursuant to § 13, paragraph 2)
 - the Bachelor's thesis.
- (3) The examinations referred to in paragraph 1, item 1 are taken as an integrated part of the respective lectures or courses. They may be in written or oral form. The course lecturer determines the nature of the examination components and provides this information no later than at the beginning of the lecture or course.
- (4) In justified exceptional cases, the examinations board may allow the order in which components are completed (as stated in paragraph 2) to be altered. Once this permission is granted, the deadlines by which the individual examinations must be completed, will be determined. If the examinations are not taken by the established deadlines, they will be graded as "failed" (5.0) unless the candidate is not responsible for exceeding the allocated time.

§ 16 Bachelor's thesis

- (1) The Bachelor's thesis should demonstrate that the candidate is able to work independently, within a given period of time and using academic methods, to address a problem from the field of Interprofessional Health Care.

- (2) The Bachelor's thesis may be assigned and supervised by any authorised examiner as stated in § 6, paragraph 1, clause 1.
- (3) The candidate must begin work on the Bachelor's thesis no later than two weeks after successful completion of the last examination taken during the course of study, or must have by that time submitted an application for the assignment of a topic to the chair of the examinations board. If the candidate fails to observe this deadline, the Bachelor's thesis will be graded as "failed" (5.0), unless the candidate is not responsible for exceeding the time limit.
- (4) The topic of the Bachelor's thesis will be determined by the thesis supervisor in consultation with the candidate. If an application for assignment of a topic is submitted, the chair of the examinations board will ensure that the candidate receives a topic for the Bachelor's thesis in due time. The candidate is permitted to propose topics; however, this does not constitute a legal entitlement to a particular topic. The chair of the examinations board assigns the thesis topic; the date of assignment must be recorded.
- (5) The deadline for submission of the thesis is eight weeks following assignment of the topic. In exceptional cases, the examinations board may extend this deadline by up to four weeks for candidates studying full-time, and by up to eight weeks for those studying part-time. If the deadline is not met, the Bachelor's thesis will be graded as "failed" (5.0), unless the candidate is not at fault for the deadline being exceeded. The topic may only be rejected once, and only within the first two weeks following its assignment.
- (6) The topic, task and scope of the Bachelor's thesis must be limited in such a way that the candidate is able to complete the thesis within the given period.
- (7) The Bachelor's thesis may be written in German or English. Upon approval from the examinations board, the thesis may be written in other languages.
- (8) The Bachelor's thesis may also be submitted as a group project. A group may consist of a maximum of three students. Each student's contribution to the thesis must be clearly identifiable and assessable. It must also represent a substantial portion of the thesis, and fulfil the requirements set forth in paragraph 1.

§ 17 Submission and assessment of the Bachelor's thesis

- (1) Three bound hard copies and one digital copy of the Bachelor's thesis are to be submitted to the examinations board by the deadline. The date of submission must be recorded. The thesis must contain a summary.
- (2) When submitting the Bachelor's thesis, the candidate must assure in writing that they are the author of their own work and that they have used no sources

or aids other than those indicated.

- (3) The Bachelor's thesis will be assessed by two examiners, one of whom must be a professor. The first examiner should be the supervisor of the thesis. The second examiner is designated by the examinations board. The candidate is permitted to make a proposal. This does not, however, constitute legal entitlement to be examined by a particular examiner. The assessment period should not exceed six weeks.
- (4) The grade is calculated as the average of the two assessments; § 12 applies accordingly. If the grades differ by more than one grade, the examinations board will determine the final grade for the Bachelor's thesis after consulting both examiners. In such cases, a third examiner may be consulted.

§ 18 Passing the examination and overall grade

- (1) The Bachelor's examination is passed when all examination components according to § 15, paragraph 1 have been graded as "sufficient" (4.0) or better.
- (2) When calculating the overall grade for the Bachelor's examination in accordance with § 12, paragraph 3, the module grades are weighted according to the number of credits they are worth. In accordance with § 12, paragraph 3, the numerical values of all module grades are considered before rounding in the calculation of the overall grade.

§ 19 Retaking an examination and deadlines

- (1) Failed examinations, or examinations deemed failed may be retaken once. This includes examinations failed at other universities. A second retake is only permitted in exceptional circumstances and only for a maximum of two examination components completed as an integrated part of the course of study. A second retake of the Bachelor's thesis is not permitted. Upon a second retake is requested by the candidate, the chair of the examinations board will decide whether an examination component can be retaken for a second time.
- (2) Examination components which have been successfully passed may not be retaken.
- (3) Failed examinations must be retaken no later than two semesters after the semester in which the examination was failed. If the candidate fails to meet this deadline, they will lose their entitlement to take the examination, unless they are not responsible for the deadline being exceeded.
- (4) If a compulsory module examination is failed on the final attempt, the candidate will be excluded from the academic programme. Failure of compulsory elective modules and elective modules may be offset by the successful completion of a

different module.

§ 20 Bachelor's diploma and certificate

- (1) Upon successful completion of the Bachelor's examination, a diploma will be issued within four weeks. This will list all individual modules with their respective grades (graded in accordance with § 12, paragraph 3, and numerical value) and credits, as well as the overall grade for the Bachelor's examination. The diploma bears the date on which the last examination component was completed. It must be signed by the dean of the faculty and the chair of the examinations board.
- (2) A "Diploma Supplement" in German and English is also provided, containing additional information about the course content and the course of study. The content complies with the European Diploma Supplement Model.
- (3) A bilingual Bachelor's certificate in German and English is issued with the diploma, bearing the same date as the diploma. It certifies the conferment of the academic degree, "Bachelor of Science". The certificate is signed by the dean of the faculty and the chair of the examinations board, and bears the faculty seal.
- (4) If the Bachelor's examination is failed on the final attempt or is considered to have been ultimately failed, the chairperson will issue a written notification, providing information on the procedure for appeal. Upon request and following presentation of the relevant proof, a certificate will be issued, listing passed examination components and the corresponding grades, the missing examination components required to obtain the Bachelor's degree, and a statement indicating that the final attempt of the Bachelor's examination was unsuccessful.

Section III: Final provisions

§ 21 Invalidity of examinations

- (1) If a candidate has cheated on an examination and this is not discovered until after the diploma has been issued, the examinations board may correct the examination results for the affected examination components accordingly and may declare the examination to be partially or completely failed.
- (2) If the requirements for admission to the examination were not fulfilled, but without any intent on the candidate's part to cheat, and this is not discovered until after the diploma has been issued, the passed examination will be considered as compensation for this shortcoming. If the candidate intentionally gained admission to the examination through deceit, the examinations board will make a decision on the matter.

- (3) The candidate will be given the opportunity to provide an explanation before the decision is made.
- (4) The incorrect examination certificate will be confiscated, and, where applicable, a new certificate must be issued. If the examination has been graded as "failed" due to cheating or deception, the Bachelor's certificate will be confiscated along with the incorrect examination certificate. Decisions made in accordance with paragraph 1 and paragraph 2, clause 2, may not be made more than five years after the date indicated on the examination certificate.

§ 22 Access to examination documents

Once the examination procedure has been concluded, the candidate has the right to request access to examination documents within a reasonable period of time. The request must be made in writing and submitted within one year of completion of the examination procedure. The chair of the examinations board will decide when such access will be given.

§ 23 Coming into force

These examination rules and regulations come into force on 1 September 2011.

Examination Rules and Regulations - Appendix 1;**Modules, Lectures and Courses for the Bachelor's Degree Programme in Interprofessional Health Care**

Module (abbrev.)	Propaedeutics (Propäd)
Type of Module	Compulsory
Scope; Contact Time / Workload	100h / 360h
Lectures and Courses	Learning at University and Beyond Office Applications; word processing, spreadsheets, fundamentals of presentations, applied science in health care professions Fundamentals of Statistics Technical English, Introduction to Medical English Health Care Professions
ECTS	12
Semester	Semesters 1 + 2

Module (abbrev.)	Patient Support (Patient)
Type of Module	Compulsory
Scope; Contact Time / Workload	50h / 180h
Lectures and Courses	Theories and Concepts Relevant to Patient Support Contexts and Methods for Patient Support Planning and Implementing Interventions Situational Analysis using Audio and/or Video Documentation
ECTS	6
Semester	Semesters 3 + 4

Module (abbrev.)	Theoretical Foundations for Practical Activity (Theo)
Type of Module	Compulsory
Scope; Contact Time / Workload	62h / 180h
Lectures and Courses	Quality Criteria for Measurement Processes and their Relevance to Working with a Patient Evidence-Based Medicine in Health Care Professions Interprofessional Communication Theories Relevant to Health Care Professions Ethical Aspects of Decision-Making
ECTS	6
Semester	Semesters 3 + 4

Module (abbrev.)	Quality Promotion (QF)
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Type of Module	Compulsory
Scope; Contact Time / Workload	83h / 240h
Lectures and Courses	Fundamentals of Quality Promotion Contexts and Methods for Quality Promotion Documentation Hygiene in Clinics and Doctors' Surgeries; scientific fundamentals and practical implementation
ECTS	8
Semester	Semesters 5 + 6

Module (abbrev.)	Project Management (ProMan)
Type of Module	Compulsory
Scope; Contact Time / Workload	30h / 150h
Lectures and Courses	Project Management
ECTS	5
Semester	Semester 6

Module (abbrev.)	Quantitative Methods (Quant)
Type of Module	Compulsory
Scope; Contact Time / Workload	63h / 240h
Lectures and Courses	Fundamentals of Empirical Research Study Design in Quantitative Research Scientific Data Management and Data Analysis Testing Procedures and Measurement Processes used in Research Foundations of Epidemiology
ECTS	8
Semester	Semesters 6 + 7

Module (abbrev.)	Qualitative Methods (Qual)
Type of Module	Compulsory
Scope; Contact Time / Workload	38.5h / 150h
Lectures and Courses	Study Design in Qualitative Research

	Scientific Data Management and the Qualitative Determination of Results Scientific Publication
ECTS	5
Semester	Semester 7

Module (abbrev.)	Interprofessional Care (Vers)
Type of Module	Compulsory
Scope; Contact Time / Workload	97h / 270h
Lectures and Courses	Structures in the Health Care System, economic aspects and health care policies Care Models Rehabilitation Health Care Research Technical English; Care Systems
	Use, Benefits and Limitations of Information Technologies in the Health Care System
ECTS	9
Semester	Semesters 6 + 7

Module (abbrev.)	Health Promotion and Prevention (Präv)
Type of Module	Compulsory
Scope; Contact Time / Workload	58h / 210h
Lectures and Courses	Introduction to Health Promotion Fundamentals of Prevention Social Inequality Health Psychology
ECTS	7
Semester	Semesters 6 + 7

Module (abbrev.)	Health Professions in a Business Management Context (BWL)
Type of Module	Compulsory
Scope; Contact Time / Workload	50h / 150h
Lectures and Courses	Business Basics for Work in the Health Care Sector Starting-up a Business Personnel Management; focus on selecting staff members
ECTS	5
Semester	Semesters 6 + 7

Module (abbrev.)	People at Different Stages of Life (Leben)
Type of Module	Compulsory
Scope; Contact Time / Workload	90h / 270h

Lectures and Courses	Aspects of Health Care during the Different Stages of Life Physiology in Different Stages of Life Chronic Illnesses in Different Stages of Life Clinical Pharmacology Palliation Patients Experiencing Pain
ECTS	9
Semester	Semesters 7 + 8

Module (abbrev.)	Elective Module (one of two) A (Choice A)
Type of Module	Compulsory elective
Scope; Contact Time / Workload	50h / 150h
Lectures and Courses	Elective Module: Didactics for Training Sessions Elective Module: Specialisation in Business Administration
ECTS	5
Semester	Semesters 7 + 8

Module (abbrev.)	Elective Module (one of two) B (Choice B)
Type of Module	Compulsory elective
Scope; Contact Time / Workload	60h / 180h
Lectures and Courses	Elective Module: Company Health Promotion and Rehabilitation Elective Module: Care in Oncology/Natural Therapies
ECTS	6
Semester	Semesters 7 + 8

Module (abbrev.)	Work Placement: Patient Support (KomPrak)
Type of Module	Compulsory
Scope; Contact Time / Workload	15h / 150h
Lectures and Courses	Work Placement in a Health Care Profession which focuses on Patient Support Work Placement Supervision
ECTS	5
Semester	Semester 6

Module (abbrev.)	Compulsory Elective Project; Quality Promotion, Research or Health Care Professions Abroad (WPro)
Type of Module	Compulsory elective
Scope; Contact Time / Workload	15h / 150h
Lectures and Courses	Option 1: Project with a Focus on Research Option 2: Project with a Focus on Quality Promotion

	Option 3: Project Seminar on Health Care Professions Abroad
ECTS	5
Semester	Semester 7

Module (abbrev.)	Work Placement with a Focus on Evidence-Based Practice (EviPrak)
Type of Module	Compulsory
Scope; Contact Time / Workload	20h / 210h
Lectures and Courses	Work Placement in a Health Care Profession which focuses on Evidence-Based Practice Work Placement Supervision
ECTS	7
Semester	Semesters 7 + 8

Module (abbrev.)	Bachelor's Thesis (BA)
Type of Module	Compulsory
Scope; Contact Time / Workload	15h / 360h
Lectures and Courses	Bachelor's Thesis Bachelor's Colloquium
ECTS	12
Semester	Semester 8

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