

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 Religionswissenschaft”, dated 8 February 2007, published in the President’s bulletin (Mitteilungsblatt des Rektors) of 12 February 2007, p. 395, and last amended on 22 April 2013 [President’s bulletin (Mitteilungsblatt des Rektors) of 31 May 2013, p. 267ff] has legal validity.

Heidelberg University Examination Rules and Regulations for the Bachelor’s Degree Programme in Religious Studies

as of 8 February 2007

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Section I: General provisions

§ 1 Purpose of the academic programme and examination

- (1) The Bachelor's degree programme Religious Studies focuses on the religious traditions and constellations of former and current cultures and imparts the necessary methods and techniques to study these religions. The Bachelor's degree programme is intended to enable students to gain a first degree that qualifies them to enter a profession and provide them with the required skills to solve problems independently.
- (2) The purpose of the Bachelor's examination is to assess whether students have mastered the fundamentals of Religious Studies, have an overview of the interconnections between the individual disciplines, and have acquired the basic skills necessary, both methodological and practical, to enter a profession.

§ 2 Bachelor's degree

Heidelberg University awards the academic degree of "Bachelor of Arts" (abbreviated to B.A.) to those who have passed the Bachelor's examination.

§ 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 six semesters, including examinations. Successful completion of the Bachelor's degree programme requires a total of 180 credits (CP) in both compulsory and elective courses.
- (2) The Bachelor's degree programme is a modular programme and comprises a major subject (113 CP), a minor subject (35 CP), and cross-disciplinary competencies (20 CP). 12 CP are allocated to the Bachelor's thesis. The required modules and affiliated courses are listed in Attachment 1. Religious Studies can also be studied as a 2nd major subject (74 CP) in combination with another major, or as a minor subject (35 CP) with another major.
- (3) Generally, subjects studied in Bachelor's degree programmes may be freely combined, provided that the respective courses are offered. The Bachelor's degree is awarded, in accordance with the regulations, to those who have passed the prescribed examination components in both major subjects and in the cross-disciplinary skills and who have completed the Bachelor's thesis. Graduation in only one major subject does not entitle students to a Bachelor's degree. The final examinations in both subjects, and, where applicable, the final interdisciplinary skills examinations, must be taken within an 8-month period; if this deadline is missed, examination components not yet completed

will be graded as "failed" (5.0), unless the student is not responsible for exceeding the deadline. If the final examination components, as outlined in sentence 4, are completed in semester 4 or earlier, the final deadline shall not apply.

- (4) In accordance with § 20, the examinations board for the first major subject is responsible for verifying adherence to the regulations set forth in paragraph 3, as well as for issuing the diploma and degree certificate. The Joint Examination Office will support the faculty in this task.
- (5) An orientation examination must be taken no later than at the end of the second semester. The orientation examination is taken during the course of study and consists of successful completion of one of the basic modules (M1, M2, M3 or M5) irrespective of whether the student is studying Religious Studies as a major or minor subject.
- (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 subsequent 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 exceeding the deadline.
- (7) The orientation examination is a preliminary component of the Bachelor's examination.
- (8) If Religious Studies is studied as the 1st or 2nd major subject, students are required to acquire either a source language or methods relevant to religious history. Languages include all independent languages apart from English or French. One semester may be deducted from the calculation of the standard period of study in order to learn the respective language in the Bachelor's degree programme Religious Studies.
Students studying Religious Studies as their 1st major subject must prove that they have acquired the language or empirical methods by the time the topic of the Bachelor's thesis is assigned (§ 13, paragraph 2). Students studying Religious Studies as their 2nd major subject must prove that they have acquired the language or empirical methods by the end of the 5th academic semester.
- (9) Generally, the language of instruction and examination is German. Lectures and examinations can 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 comprises various lectures and courses. Modules consist not only of lectures and courses, but also of the examination prerequisites necessary for the completion of the module.

- (2) The Bachelor's thesis is considered an individual module.
- (3) A distinction is made between
 - compulsory modules: these must be completed by all students
 - compulsory elective modules: students may select these from a limited subject area
 - elective modules: students may freely choose these from the modules offered in their 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 (CP) corresponds to a workload of 30 hours.
- (6) Grades that are to be recognised as having been earned during the course of study may only be submitted once and only in one subject area. If two subjects require the same course to be completed, permission to have it counted for both subjects may be granted. This decision will be made by the corresponding examinations boards.
- (7) A transcript of records is 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 of the Faculty of Philosophy is responsible for the organisation of examinations and the tasks required by the examination rules and regulations. It consists of two professors, 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 involved in examinations. The examinations board may delegate these appointments to its chairperson or to another person authorised by the Institute. 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 responsibility to its chairperson, or another person authorised by the Institute, 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 of 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.
- (8) The Joint Examination Office provides support to the examinations board and executes its decisions.

§ 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, lecturers, junior professors, associate professors, or research associates who, on the basis of longstanding teaching experience, have been granted the right to conduct examinations. Research assistants or research associates, adjunct lecturers and lecturers with special responsibilities may only be appointed to conduct examinations under exceptional circumstances; when there are not sufficient faculty members available, who have the right to conduct examinations.
- (2) Examinations held during the course of study are usually conducted by the teacher of the course in question.
- (3) Observers must have sat the corresponding Bachelor's examination or equivalent.
- (4) Candidates can propose an examiner for their Bachelor's thesis; however, this does not constitute a legal entitlement to be examined by a certain examiner.
- (5) The chairperson of the examinations board ensures that candidates are given sufficient advance notice of examiners' names.

§ 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 college 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 LBG (State Public Service Law) 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. It is the responsibility of the office which carries out the recognition procedure to prove that an application does not fulfil the requirements.
- (4) Where agreements and conventions between the Federal Republic of Germany and other states on the equivalence of higher education standards (equivalency agreements) favour students from other states by way of deviation from paragraph 1 and § 29, paragraph 2, sentence 5 LHG (Landeshochschulgesetz – State Higher Education Act), the provisions of the equivalency agreements take precedence.
- (5) Examination results are to be graded on the basis of a credit point system that allows for recognition of achievements in equivalent or similar degree programmes; this also applies to universities of cooperative education, provided that equivalence exists.
- (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 procedure.

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

examination rules and regulations may require the completion of a placement test.

- (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, sentence 1, number 1 apply accordingly. When recognising knowledge and skills gained outside of the higher education system for refresher courses, paragraph 6 applies accordingly.

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

- (1) An examination is graded as "failed" (5.0), if a candidate fails to appear to the examination and is unable to provide a valid reason for his or her 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 at fault for exceeding the deadline.
- (2) Reasons for withdrawal or absence must be plausible in accordance with paragraph 1, and must be submitted immediately 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 are accepted, a new date for the examination will be scheduled. In this case, examination results that are already available will be taken into account.
- (3) When deciding whether the candidate is at fault for exceeding a deadline for registration, or taking an examination, the examinations board must respect the provisions stated in the Maternity Protection Act and the legal regulations concerning parental leave, and allow candidates to make appropriate 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 candidates disrupt the proper course of the examination, they may be excluded from further taking part in the examination by the examiner or examination supervisor, in which case the examination result will be graded as "failed" (5.0). In extreme cases, the examinations board may exclude the candidate from all further examinations.
- (5) With regard to paragraph 4, sentences 1 and 2, the candidate may request that the decision be validated by the examinations board within a period of 7 days. 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 examinations completed during the course of study

- (1) Examination components completed during the course of study are:
 1. oral examinations
 2. written examinations (electronically, where applicable).
- (2) If candidates provide a medical certificate that plausibly proves that they are not able to take examinations 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. The same applies for other course requirements.

§ 10 Oral examination components completed during the course of study

- (1) In oral 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 examination lasts between 15 and 60 minutes.

§ 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 using subject-specific theories within a limited time period and using limited resources.
- (2) A written examination lasts between 60 and 180 minutes. Multiple choice questions are permitted.
- (3) If a written examination component is taken as a term paper, candidates must assure that they are the authors of their work and have used no sources or aids other than those indicated.
- (4) 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:

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1 = very good	=	an outstanding performance;
2 = good	=	a performance which lies substantially above average requirements;
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 a 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 completed within a module, this final module examination grade constitutes the grade for this module.
- (3) The student will receive a subject grade for each subject area (1st major; 2nd major; minor). The subject grades will be calculated in accordance with § 18, paragraph 2, on the basis of the module grades, which will be weighted according to the corresponding number of credits earned.
- (4) The final module grade, subject grade and the overall Bachelor's examination grade are:

for an average up to/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
- (5) In accordance with paragraph 4, when calculating final module grades, subject grades and the overall Bachelor's examination grade, only the first digit after the decimal point is taken into account, without rounding.
- (6) The Bachelor's examination is considered to have been passed if all examinations in both subjects, as well as the cross-disciplinary competencies and the Bachelor's thesis have been graded as "passed" or as "sufficient" (4.0) and higher. In accordance with paragraph 4, when calculating the overall grade for the Bachelor's examination, the numerical grades for each subject and the grade for the Bachelor's thesis will be added without rounding, and weighted according to the number of credits earned.
- (7) In addition to the German-system grades, students who have passed the examinations will also be awarded a relative grade according to the following

scale:

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

The grades achieved by at least two previously graduating year groups may also be taken into account when calculating the relative grades for the current graduating year group, depending on the size of the graduating cohort. For degree grades, the ECTS grade must be added. For individual modules, the ECTS grade can be stated, where possible and necessary.

Section II: Bachelor's examination

§ 13 Bachelor's examination admission requirements

- (1) Admission to the Bachelor's examination in Religious Studies is only authorised for those who:
 1. are enrolled at Heidelberg University in the Bachelor's degree programme in Religious Studies,
 2. have not lost their entitlement to take the final examinations in the Bachelor's degree programme Religious Studies.
- (2) The following certificates must be provided for admission to the Bachelor's thesis in the 1st major subject:
 1. passed orientation examination,
 2. successful completion of the courses and lectures for the major subject, as listed in Attachment 1, equating to 95 credits,
 3. passed modules, lectures and courses in the minor subject according to the credit points stated in § 3, and
 4. proof of the required language skills or knowledge of methods relevant to religious studies.

§ 14 Admission procedure

- (1) The application for admission to the examination must be made in writing, and addressed to the chairperson of the examinations board. The following must be included in the application:
 1. evidence of fulfilment of the admission requirements outlined in § 13, paragraph 1,
 2. a declaration stating whether the candidate has previously failed a Bachelor's examination in the Bachelor's degree programme Religious

Studies, or whether they are currently involved in an examination procedure in such a programme.

- (2) If the candidate is unable to provide such evidence, the examinations board may accept other documents as proof.
- (3) The application is the basis for the examinations board's decision as to whether the candidate may be admitted to the examination. Rejections must be made in writing, stating the reasons and providing information on the procedure for appeal.
- (4) The application for admission to the examination may only be rejected if:
 1. the requirements outlined in § 13, paragraph 1 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 Religious Studies, 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 in Religious Studies consists of:
 1. successful completion of the examinations for the modules set forth in Attachment 1,
 2. the Bachelor's thesis (major subject).
- (2) The examinations referred to in paragraph 1, number 1 are taken as an integrated part of the respective lectures or courses. They may be in written or oral form. The lecturer responsible for a course determines the nature and duration of the examination components and provides this information no later than at the beginning of the course.

§ 16 Bachelor's thesis

- (1) The purpose of the Bachelor's thesis is for candidates to prove that they are able to work independently, within a given period of time and using academic methods, on a problem from the field of Religious Studies.
- (2) In accordance with § 6, paragraph 1, sentence 1, the Bachelor's thesis may be assigned and supervised by any authorised examiner.
- (3) The candidate must begin work on the Bachelor's thesis no later than one week after successful completion of the last examination completed during the

course of study, or must have by that time submitted an application for the assignment of a topic to the chairperson of the examinations board. 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 exceeding the deadline.

- (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 chairperson 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 entitlement to a particular topic. The chairperson of the examinations board assigns the thesis topic; the date of assignment must be recorded.
- (5) The deadline for submission of the thesis is nine weeks following assignment of the topic. In exceptional cases, the examinations board may extend this deadline by up to four weeks. 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 exceeding the deadline. The topic may only be rejected once, and only within the first two weeks after the date of 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. Other languages may be approved by the examinations board.

§ 17 Submission and assessment of the Bachelor's thesis

- (1) Three copies of the Bachelor's thesis must be submitted to the examinations board before the established deadline; the submission date 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 will be appointed by the examinations board. The candidate is permitted to propose a second examiner. This does not, however, constitute legal entitlement to examination by a particular examiner. The evaluation period should not exceed six weeks.
- (4) The grade is calculated as the average of the two assessments; § 12 shall apply accordingly. If the grades differ by more than one grade point, the examinations board will determine the Bachelor's thesis grade 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 in Religious Studies is passed when all examination components according to § 15, paragraph 1 have been graded as "sufficient" (4.0) or higher.
- (2) When calculating the subject grade in accordance with § 12, paragraph 3, the module grades are weighted according to the credits earned. When calculating the overall grades, the numerical values of all module grades shall be considered without rounding, in accordance with § 12, paragraph 4.
- (3) The overall grade for the Bachelor's examination is calculated in accordance with § 12, paragraph 6.

§ 19 Retaking an examination and deadlines

- (1) If examinations are not passed, or are considered not to have been passed, they may be retaken once. This includes failed examinations at other universities. A second retake is only permitted under exceptional circumstances and only for a maximum of two examination components completed during the course of study. A second retake of the Bachelor's thesis is not permitted.
- (2) It is not permitted to retake an examination component which has been graded as passed.
- (3) Failed examinations must be retaken no later than during the following semester. If the candidate fails to meet this deadline, they will lose their entitlement to take the examination, unless they are not responsible for exceeding the deadline.
- (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) Once the Bachelor's examination in both subjects is passed, a diploma will be issued within four weeks. This will list the subjects and 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 of the Bachelor's examination. The diploma will also list the areas of cross-disciplinary competencies and the Bachelor's thesis. The diploma will show the date of the last examination component. It must be signed by the dean of the faculty of the major subject or 1st major subject and the chairperson of the

examinations board.

- (2) A "Diploma Supplement" in German and English will also be 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 Arts". The certificate will be signed by the dean of the faculty and the chairperson of the examinations board and will bear the university seal.
- (4) If the Bachelor's examination 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. On request, and on presentation of 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 note indicating that the Bachelor's examination was not passed at the final attempt.

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 accordingly correct the examination results for the affected examination components 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 deceive, and this is not discovered until after the diploma has been issued, the passed examination will be considered 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) Before a decision is made, candidates will be given the opportunity to provide an explanation.
- (4) Fraudulent examination diplomas will be confiscated and, if necessary, a new diploma will 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 fraudulent examination diploma. In accordance with paragraph 1 and paragraph 2, sentence 2, a decision may not be made more than five years after the date indicated on the examination diploma.

§ 22 Access to examination documents

After the examination procedure has been completed, the candidate has the right to request access to examination documents within a reasonable period of time. Requests must be made in writing, and must be submitted within one year of completion of the examination procedure. The chairperson 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 October 2007.

Attachment 1: Modules, lectures, and courses of the Bachelor's degree programme

C = Compulsory module, CE = Compulsory elective module, E = Elective module, ZEGK = Zentrum für Kultur- und Geschichtswissenschaften (Centre for Culture and History), CP = Credits, L = Lecture, PS = Preparatory seminar, P = Practice class, R = Reading course

The individual modules for all variations of the Bachelor's degree programme are listed in the module handbook.

Table 1: Modules for the major subject at 75%

Area	Module	Course	C/CE/E	Recomm. semester	CP
B1 Theories and methods of Religious Studies	M1 History of the subject Religious Studies	L and PS/R/P	C	1st - 4th	10
	M2 Theories of Religious Studies	L and PS/R/P	C	1st - 4th	10
	M3 Comparative approaches in Religious Studies	L and PS/R/P	C	2nd - 4th	10
	M4 Methods and approaches in Religious Studies	PS, P, R	CE	1st - 6th	10
B2 Religions in the past and today	M5 Introduction to religious history	L and PS/R/P	C	1st - 4th	10
	M6 Local religious history	L, PS, P, R	CE	1st - 6th	10
	M7 Religion-dynamic development processes	L, PS, P, R	CE	2nd - 6th	10
	M8 Trans-cultural formations of religions	L, PS, P, R	CE	2nd - 6th	10
	M9 Excursion	Excursion	C	2nd - 6th	3
B3 Language/Methods	M10 Language/Methods	P, R, PS	CE	1st - 6th	20 – 30
B4 Electives	M11 Elective module	L, PS, P, R	E	2nd - 6th	0 – 10

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M12 Bachelor's thesis	C	5th - 6th	12
Total Religious Studies major subject 75%			125
Cross-disciplinary skills			20
Minor subject			35
Total			180

Table 2: Modules for the 2nd major subject at 50%

Area	Module	Course	C/CE/E	Recomm. semester	CP
B1 Theories and methods of Religious Studies	M1 History of the subject Religious Studies	L and PS/R/P	C	1st - 4th	10
	M2 Theories of Religious Studies	L and PS/R/P	C	1st - 4th	10
	M3 Comparative approaches in Religious Studies	L and PS/R/P	C	2nd - 4th	10
B2 Religions in the past and today	M5 Introduction to religious history	L and PS/R/P	C	1st - 4th	10
	M6 Local religious history	L, PS, P, R	CE two modules at 10 CP from M6 - M8	1st (2nd) - 6th	20
	M7 Religion-dynamic development processes				
	M8 Trans-cultural formations of religions				

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B3 Language/Methods	M10 Language/Methods	P, R, PS	CE	1st - 4th	14
Total Religious Studies 2nd major subject 50%					74
Cross-disciplinary skills					10
Total					84

Table 3: Modules for the minor subject at 25%

Area	Module	Course	C/CE/E	Recomm. semester	CP
B1 Theories and methods of Religious Studies	M1 History of the subject Religious Studies	L and PS/R/P	C (M1 or M2)	1st - 4th	10
	M2 Theories of Religious Studies				
	M3 Comparative approaches in Religious Studies	L and PS/R/P	C (or M5)	2nd - 4th	10
B2 Religions in the past and today	M5 Introduction to religious history	L and PS/R/P	C (or M3)	1st - 4th	10
B4 Electives	M11 Elective module	L, PS, P, R	E	1st - 6th	5
Total Religious Studies minor subject 25%					35

Attachment 2: Modules and courses in the cross-disciplinary skills segment

Guidelines of the Faculty of Philosophy for the cross-disciplinary skills segment

Preamble

In accordance with the Senate decision of 19 July 2005, all future Bachelor's degree programmes must include 20 credits in cross-disciplinary skills, which will not be counted in the calculation of subject-related credits, but will instead be listed separately. The Faculty of Philosophy provides a structured course offering for the cross-disciplinary competencies component, across various disciplines and degree programmes, including the four areas: professional qualification, interdisciplinary competence, interculturality, and organisational, pedagogical, and social competence.

In general, all areas (I-IV) of the cross-disciplinary skills segment listed in the guidelines can be chosen for the Bachelor's degree programme Religious Studies. The precise designations of the individual modules that are recognised in the Bachelor's degree programme Religious Studies are listed in the module handbook. The goals of the qualifications and skills to be acquired will also be described in the handbook. For students pursuing one or more specific degree programmes, in addition to modules in the primary discipline, a cross-disciplinary pool of courses or modules from all departmental degree programmes or subjects will be developed, which is available to students in all participating degree programmes. It is intended that this cross-disciplinary pool will include courses outside of the Faculty of Philosophy.

The Faculty of Philosophy defines the cross-disciplinary skills segment as an elective component, wherein students may freely combine courses relevant to their individual subject areas, and weight them in accordance with their interests. Some degree programmes may limit the courses offered or define the specific weighting factors in their rules and regulations.

The examinations board of the Faculty of Philosophy confers decision-making responsibility for degree subject related matters to authorised full-time employees at Heidelberg University Institutes; the Faculty and the examinations board must be given notification of their names. The examinations board reserves the right to revoke this decision in individual cases.

In accordance with the Faculty of Philosophy regulations, the following guidelines, which may be restricted within a particular degree programme, have been established for awarding credits within the cross-disciplinary skills component in the following four areas: professional qualification (I), interdisciplinary competence (II), interculturality (III), organisational, pedagogical, and social competence (IV):

I. Professional qualification (primarily intradisciplinary):

1. *Work placement*: **8 CP**; course performance will be assessed on the basis of a detailed internship report
2. *Project work*: **4-10 CP**: Contact time, 1-2 CP; preparation and follow-up, 1-2 CP; course performance 2-6 CP, depending on specific requirements and workload
3. *Career-related tutorials or seminars*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
4. *Writing Workshop*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
5. *Publishing Practice*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
6. *Rhetoric*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
7. University introduction to electronic media (e.g. databases, special data processing programmes, PowerPoint presentations, e-learning): **3 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1 CP
8. *Basic and advanced courses on degree- or career-related interdisciplinary skills in cooperation with the Abteilung Schlüsselkompetenzen (Key Skills Department), integrated in the degree programmes of the subjects*: **3-20 CP** (contact time, preparation and follow-up, practical application, course performance)

II. Interdisciplinary Competence:

1. *Acquisition of basic interdisciplinary knowledge in cultural sciences, e.g. in the fields of history, art history, mythology, antiquity, religion, media and communication, philosophy, literature studies, ethnology, sociology, psychology, law, economic and natural sciences*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
2. *Interdisciplinary courses based on the profile of the degree programme*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements
3. *Course series based on the degree programme profile, e.g. general studies course, lecture series*: **2 CP**: Contact time, preparation and follow-up, 1 CP; course performance, protocol, thesis, or equivalent, 1 CP

III. Interculturality:

1. *Exchange program at a foreign university*: for successful exchanges at a foreign university, and with documentation of at least 15 CP or ECTS-points in one or both subjects that are being studied, up to an additional **5 CP** may be recognised for the acquisition of intercultural competencies, provided the student submits a detailed report and an evaluation from a supervising professor or a transcript.
2. *Additional language acquisition relevant to the professional objective pursued by the student (unless this language is already part of the second major or is a requirement for this degree programme, e.g. Latin)*: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; course performance, 1-3 CP, depending on specific requirements; a total of **up to 10 CP** of 20 CP from the ÜK course

segment may be recognised for the additional language. This does not apply for languages that have already been certified in the university entrance certificate.

IV. Organisational, pedagogical and social competencies:

1. *Participation in cross-disciplinary courses being offered by various university institutions.* Upon approval of an institutional representative who is a full-time employee at Heidelberg University, **approx. 3-6 CP**: CPs will be awarded based on the actual workload.

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