

Please note that this document is a non-binding convenience translation. Only the German version of the document entitled “Prüfungsordnung der Ruprecht-Karls-Universität Heidelberg für den Bachelor-Studiengang Ethnologie”, dated 27 July 2012, published in the President’s bulletin (Mitteilungsblatt des Rektors) of 29 August 2012, p. 693, and last amended on 7 February 2013 [President’s bulletin (Mitteilungsblatt des Rektors) dated 28 February 2013, p. 45] has legal validity.

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

dated 27 July 2012

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Section I: General provisions

§ 1 Purpose of the academic programme and examinations

- (1) The focus of the Bachelor's degree programme in Anthropology is the comparative analysis of cultural differences. Analysis enables differences in the ways in which human populations live and think to be described and understood. In addition, the theory-based degree programme equips students with reflexive key skills which facilitate their success in the context of globally networked practice. Such key skills include, in particular, the ability to question apparently universal thought processes, values and practices in view of their specific cultural origins. The empirical methods involved in field research and contemplation of the very concept of culture are therefore as important as gaining a thorough knowledge of anthropological, social and epistemological approaches. The Bachelor's degree programme in Anthropology thus enables students to gain regional, theoretical and methodological knowledge. The degree programme is designed to equip students with fundamental research skills qualifying them to enter a profession and enabling them to conduct academic work independently.
- (2) The purpose of the Bachelor's examination is to assess whether students have mastered the fundamentals of Anthropology, have gained an overview of the interconnections within the field of Anthropology, and have acquired the basic skills necessary, both methodological and practical, to enter a profession.

§ 2 Bachelor's degree

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

§ 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) Students may be admitted for part-time study upon request. Further details are available in the applicable version of the regulations on part-time study at Heidelberg University (Teilzeitstudienordnung - TeilzeitO). Admission to part-time study means that the standard period of study and the deadlines for taking examinations for the first time are extended in accordance with the relevant provisions of the regulations on part-time study. With regard to processing times for written examination components, § 4 paragraph 3 of the regulations on part-time study (TeilzeitO) must be observed.
- (3) The Bachelor's degree programme is a modular programme and consists of either one major subject (113 CP) and one minor subject (35 CP) or two major subjects (each 74 CP) as well as cross-disciplinary skills (20 CP). The Bachelor's thesis is worth 12 CP and is completed in the first major subject. Anthropology may be studied as a major subject

(113 CP), as a second major subject (74 CP) or as a minor subject. The required modules and the corresponding courses and lectures are listed in Annex 1, 2 and 3.

- (4) 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 faculty of the first major subject is responsible for verifying adherence to the regulations set forth in paragraph 4, and for issuing the diploma and degree certificate in accordance with § 21.
- (5) An orientation examination must be taken no later than at the end of the second semester. This examination will be taken during the course of study, and consists of successful completion of the module "Theoretical foundations of Anthropology". Successful completion entails a written examination of 60 minutes, for which the grade "sufficient" (4.0) or better must be obtained.
- (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) The orientation examination is a preliminary part of the Bachelor's examination.
- (8) Generally, the language of instruction and examination is German. 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 individual module.
- (3) A distinction is made between
 - compulsory modules: 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 within the subject.
- (4) In order to pass a module, all module components must be graded "sufficient" (4.0) or better (sub-module grades).
- (5) Credits are given 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. The decision on this matter will be taken by the relevant examination boards.
- (7) A transcript of grades (transcript of records) will be issued at the end of each semester. This transcript lists all module and sub-module examinations that students have passed along with 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. The examinations board consists of two professors, a research assistant representative and a student in an advisory capacity. Each member of the examinations board may have a deputy. The faculty council appoints the chairperson, the deputy chairperson, 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 confer responsibility for appointing examiners and observers 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 responsibility to its chairperson, or to 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 subject to official secrecy. Those 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, lecturers, 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 as an integrated part of a course or lecture 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) The candidate is permitted to suggest examiners for the Bachelor's thesis. This does not, however, constitute legal entitlement to be examined by a particular examiner.
- (5) 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 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) 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 LHG (Act on Higher Education of the Land of Baden-Württemberg), and thereby favour students from other states, the rules and regulations in the Equivalency Agreement shall take precedence.
- (5) Examination results are to be graded on the basis of a credit system that allows credits from equivalent or similar degree programmes to be recognised; this also applies to 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.

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, clause 1, no. 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 without being able to state a valid reason for their absence, or if they withdraw from the examination after it has started. The same applies if a written examination is not completed within the specified timeframe, unless the candidate is not responsible for exceeding the time limit.
- (2) Reasons for withdrawal or absence, in accordance with paragraph 1, must be plausible and must immediately be submitted in writing to the examinations board. 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 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 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 severe cases, the examinations board may exclude the candidate from all further examinations.

- (5) With regard to paragraph 4, clauses 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 examination components 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 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 examinations board may allow them to take an equivalent examination. The same applies for other course requirements.

§ 10 Oral examinations completed during the course of study

- (1) In oral examination components, candidates are required show that they are able to identify interconnections within the subject of the examination and relate specific problems to these interconnections. Furthermore, candidates should demonstrate that they have adequate fundamental knowledge relating to their academic programme.
- (2) An oral examination lasts between 20 and 60 minutes.

§ 11 Written examinations 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 60 and 180 minutes. *Multiple choice* questions are permitted.
- (3) Multiple choice questions are generally set by the lecturer responsible for a course, who is appointed by the examinations board. The examination questions must correspond to the knowledge imparted in the course, and must provide reliable examination results. Before assessing the examination results, the person responsible, as determined in clause 1, must ensure that the questions for the examination are in accordance with paragraph 3 clause 2. If the examiner finds that individual examination questions are incorrect, these questions must not be considered when assessing the examination results. In such a case, the number of given questions is reduced accordingly and the assessment of the examination must be based on this reduced number. Reducing the number of questions must not have negative consequences for the candidates.
- An examination carried out as a multiple choice examination is considered to be passed if at least 50% of the questions were answered correctly, or if the number of the candidate's correctly answered questions is not lower than 22% of the average

examination results of all candidates (non-referenced grading).

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 non-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 takes the form of a term paper, candidates must assure that they are the author 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;
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 completed within a module, the grade from this final module examination constitutes the grade for this module.
- (3) A subject grade shall be given for each subject (major subject; minor subject). These subject grades are calculated in accordance with § 19, paragraph 2, using the module grades, which are 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 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 4.0 | sufficient |
- (5) In accordance with paragraph 4, when calculating final module grades, subject grades and the overall grade for the Bachelor's examination, only the first digit after the decimal point is taken into account, without rounding.
- (6) The Bachelor's examination is passed when all required examination components in both subjects, as well as the cross-disciplinary skills and the Bachelor's thesis, have been graded as "sufficient" (4.0) or better. 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 together without rounding, and weighted according to the number of credits earned. The grade of the Bachelor's thesis is weighted by a factor of 2 in the calculation of the overall grade.
- (7) 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 | 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 included. For individual modules, the ECTS grade may be listed when possible and necessary.

Section II: Bachelor's examination

§ 13 Bachelor's examination admission requirements

- (1) Admission to the Bachelor's examination in Anthropology is only authorised for those who:

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1. are enrolled in the Bachelor's degree programme in Anthropology at Heidelberg University,
 2. have not lost their entitlement to take the final examinations in the Bachelor's degree programme in Anthropology.
- (2) Certificates proving the following must be provided for admission to the Bachelor's thesis:
1. successful completion of the orientation examination
 2. successful completion of the courses and lectures listed in Annex 1, equating to 156 credits.

§ 14 Bachelor's examination admission procedure

- (1) The application for admission to the examination must be made in writing, and be addressed to the chair of the examinations board. The application must include the following documents:
1. evidence of fulfilment of the admission requirements outlined in § 13 paragraph 1,
 2. a declaration from the candidate confirming whether they have previously failed a Bachelor's examination in the Bachelor's degree programme in Anthropology, 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 substantiated and notified in writing along with instructions 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 not complete, and have not been completed upon request, or
 3. the candidate has failed their final attempt at the Bachelor's examination in Anthropology, or has lost their entitlement to take the final examinations, or
 4. the candidate is currently involved an examination procedure in such a programme.

§ 15 Scope and nature of the Bachelor's examination

- (1) The Bachelor's examination consists of:
1. successful participation in the modules and the respective lectures and courses listed in Annex 1 (for the first major subject), or successful participation in the modules and respective lectures and courses listed in Annex 2 and completion of a

final oral examination (for the second major subject), as well as successful participation in the modules listed in Annex 3 (minor subject)

2. the Bachelor's thesis (major subject)
3. the final oral examination (for the second major subject)

The examinations referred to in paragraph 1 clause 1 are taken as an integrated part of the respective lectures or courses. They may be in written or oral form. The lecturer determines the nature and duration of the examination components. This information is announced at the beginning of the lecture or course at the latest.

§ 16 Bachelor's thesis

- (1) The Bachelor's thesis enables the candidate to illustrate that he or she is able to work independently, within a given period of time and using academic methods, to address a problem from the field Anthropology.
- (2) In accordance with § 6 paragraph 1 clause 1, the Bachelor's thesis may be assigned and supervised by any authorised examiner.
- (3) 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 made, 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 legal entitlement to a particular topic. The chair of the examinations board assigns the thesis topic; the date of assignment must be recorded.
- (4) The deadline for submission of the thesis is six 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 responsible for the deadline being exceeded. The topic may only be returned once, and only within the first two weeks of the completion period.
- (5) 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.
- (6) The Bachelor's thesis may be written in German or English. Upon approval by the examinations board, the thesis may also be written in other languages.

§ 17 Final oral examination

- (1) A final oral examination cannot be taken as an alternative to the Bachelor's thesis if Anthropology is studied as a second major subject. The final oral examination is conducted as an individual examination by two examiners. The purpose of the examination is for the candidate to prove that they have a good overview of the subject and are able to recognise interconnections within the examination material.
- (2) The examination lasts approximately 30 minutes.
- (3) The final oral examination must be taken no later than three months following the

completion of the last examination component taken as an integrated part of the course of study. If this deadline is not met, the final oral examination will be graded as "failed" (5.0), unless the candidate is not at fault for the deadline being exceeded.

- (4) Students seeking to take the same examination at a later date may be permitted to observe the examination, provided that there is enough space available. The student observers may not be present for the assessment or announcement of the examination results. Upon the candidate's request, or for other valid reasons, observers may be prohibited from attending the examination.

§ 18 Submission and assessment of Bachelor's thesis

- (1) Two 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.

§ 19 Passing the examination and overall grade

- (1) The Bachelor's examination in Anthropology is passed when all examination components according to § 15 paragraph 1 have been graded as "sufficient" (4.0) or better.
- (2) In accordance with § 12 paragraph 4, the module grades will be weighted according to the number of credits earned when calculating the grade for each subject. In accordance with § 12 paragraph 5, the numerical values of all module grades shall be considered without rounding for the calculation of the overall grade.
- (3) The overall grade for the Bachelor's examination is calculated in accordance with § 12 paragraph 6.
The grade of the Bachelor's thesis is weighted by a factor of 2 in the calculation of the overall grade.

§ 20 Retaking an examination component, deadlines

- (1) If examination components are not passed or are considered not to have been passed, they may be retaken once. This includes failed examinations taken 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 or the orientation examination is not permitted.
- (2) It is not permitted to retake an examination component which has been graded as passed.
- (3) Failed examination components must be retaken no later than during the following semester. If this deadline is not met, the candidate will lose their entitlement to take the examination, unless the candidate is not responsible for the deadline being exceeded.
- (4) If a compulsory module examination is failed on the final attempt, the candidate will lose their entitlement to take the final examination and 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.

§ 21 Bachelor's diploma and certificate

- (1) Within four weeks of the Bachelor's examination being passed in both subjects, a diploma will be issued. This will list the individual modules completed in both subjects along with the grade for each module (graded in accordance with § 12, paragraph 3, and numerical value) and the credits earned, as well as the overall grade for the Bachelor's examination. The diploma will also contain details of cross-disciplinary skills and the Bachelor's thesis. The diploma will be dated with the date on which the last examination component was completed. It must be signed by the dean of the faculty of the major subject or the first major subject and by the chair of the examinations board.
- (2) A "Diploma Supplement" in German and English shall also be provided. This contains additional information about course content and the period 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 Bachelor's certificate is signed by the dean of the faculty of the major subject and by the chairperson of the examinations board. It 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 presentation of the relevant proof, a certificate shall be issued listing the passed examination components and the corresponding grades, as well as the outstanding examination components which would have to be successfully completed in order for the Bachelor's degree to be obtained. The certificate shall include a comment indicating that the Bachelor's examination was not passed on the final attempt.

Section III: Final provisions

§ 22 Invalidity of examinations

- (1) If a candidate has cheated on an examination component and this is not discovered until after the diploma has been issued, the examinations board maintains the right to alter the grade awarded for all examination components concerned, and 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 examinations board will make a decision on the matter.
- (3) Before the decision is made, candidates will be given the right 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 clause 2, a decision may not be taken more than five years after the date on the examination diploma.

§ 23 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 within a period of up to one year after completion of the examination process. The chair of the examinations board will decide when and where such access will be given.

§ 24 Coming into force, transitional provisions

- (1) These examination rules and regulations will come into force on the first day of the month following publication in the President's bulletin (Mitteilungsblatt des Rektors). At this point they shall supersede the examination rules and regulations for the Bachelor's degree programme in Anthropology dated 14 June 2007 (Bulletin of the President dated 19 July 2007, p. 2259), last amended on 24 June 2011 (Bulletin of the President dated 30 June 2011, p. 583).
- (2) Students who are already enrolled in the Bachelor's degree programme in Anthropology at Heidelberg University at the point at which these examination rules and regulations come into force may apply to continue their course of studies in accordance with the former examination rules and regulations for a period of up to three years.

Annex 1

BA 75%		113 CP + 12 CP + CDS	
Introductory area		(Module 1)	18 CP Sem.
Lecture	Theoretical foundations of Anthropology	8 CP	1
Seminar	Central topics in Anthropology	5 CP	1
Seminar	Schools of theory/ Classical debates in Anthropology	5 CP	1
Introduction to academic working methods		(Module 2)	4 CP Sem.
Seminar	Introduction to academic working methods	4 CP	1
Area of expansion I.		(Module 3-5)	24 CP Sem.
Regional Anthropology		(Module 3)	
Seminar		6 CP	1-3
Seminar		6 CP	1-3
Learning and research / research methods		(Module 4)	
Seminar		6 CP	1-3
Critical Anthropology		(Module 5)	
Seminar		6 CP	1-3
Area of expansion II. (3 lectures from at least two areas)		(Module 6a-6d)	24 CP Sem.
Lecture	Religion - Ritual - Performance	(Module 6a)	8 CP 2-4
Lecture	Politics - Economy – Globalisation	(Module 6b)	8 CP 2-4
Lecture	Media - Aesthetics - Art	(Module 6c)	8 CP 2-4
Lecture	Society - Nature - Environment	(Module 6d)	8 CP 2-4
Area of specialisation (3 seminars from at least two areas)		(Module 7)	18 CP Sem.
Seminar	Religion - Ritual - Performance		6 CP 4-5
Seminar	Politics - Economy – Globalisation		6 CP 4-5
Seminar	Media - Aesthetics - Art		6 CP 4-5
Seminar	Society - Nature - Health		6 CP 4-5
Electives (2 seminars from area of expansion I. or area of specialisation)		(Module 8)	12 CP Sem.
Seminar		6 CP	2-5
Seminar		6 CP	2-5
Work placement		(Module 9)	9 CP Sem.
Work placement		9 CP	4-5
Area of final completion		(Module 10a & 10b)	16 CP Sem.
Bachelor's Thesis		(Module 10a)	4 CP 6
and Colloquium		(Module 10b)	12 CP 6
Cross-disciplinary Skills			20 CP Sem.
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects		5 CP	1-5
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects		5 CP	1-5
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects		5 CP	1-5
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects		5 CP	1-5

Please note that this document is a non-binding convenience translation. Only the German version of the document entitled "Prüfungsordnung der Ruprecht-Karls-Universität Heidelberg für den Bachelor-Studiengang Ethnologie", dated 27 July 2012, published in the President's bulletin (Mitteilungsblatt des Rektors) of 29 August 2012, p. 693, and last amended on 7 February 2013 [President's bulletin (Mitteilungsblatt des Rektors) dated 28 February 2013, p. 45] has legal validity.

Annex 2

BA 50%		74 CP + CDS		
Introductory area		(Module 1)	18 CP	Sem.
Lecture	Theoretical foundations of Anthropology		8 CP	1
Seminar	Central topics in Anthropology		5 CP	1
Seminar	Schools of theory/ Classical debates in Anthropology		5 CP	1
Area of expansion I. (3 seminars from at least two modules)		(Module 3-5)	18 CP	Sem.
Regional Anthropology		(Module 3)		
Seminar			6 CP	1-3
Seminar			6 CP	1-3
Learning and research / research methods		(Module 4)		
Seminar			6 CP	2-3
Critical Anthropology		(Module 5)		
Seminar			6 CP	2-3
Area of expansion II. (2 lectures from at least two areas)		(Module 6a-6d)	16 CP	Sem.
Lecture	Religion - Ritual - Performance	(Module 6a)	8 CP	2-4
Lecture	Politics - Economy – Globalisation	(Module 6b)	8 CP	2-4
Lecture	Media - Aesthetics - Art	(Module 6c)	8 CP	2-4
Lecture	Society - Nature - Health	(Module 6d)	8 CP	2-4
Area of specialisation (3 seminars from at least two areas)		(Module 7)	18 CP	Sem.
Seminar	Religion - Ritual - Performance		6 CP	4-5
Seminar	Politics - Economy – Globalisation		6 CP	4-5
Seminar	Media - Aesthetics - Art		6 CP	4-5
Seminar	Society - Nature - Environment		6 CP	4-5
Final oral examination		(Module 10c)	4 CP	Sem.
Final oral examination			4 CP	6
Cross-disciplinary Skills			10 CP	Sem.
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects			5 CP	1-5
Language courses / vocational seminars / interdisciplinary methods / seminars from other subjects			5 CP	1-5

Annex 3

BA 25%		35 CP + CDS		
Introductory area	(1 lecture and 1 seminar)	(Module 1)	13 CP	Sem.
Lecture	Theoretical foundations of Anthropology		8 CP	1
Seminar	Central topics in Anthropology		5 CP	1
Seminar	Schools of theory/ Classical debates in Anthropology		5 CP	1
Area of expansion I. (1 seminar)		(Module 3-5)	6 CP	Sem.
Regional Anthropology		(Module 3)		
Seminar			6 CP	1-3
Seminar			6 CP	1-3
Learning and research / research methods		(Module 4)		
Seminar			6 CP	2-3
Critical Anthropology		(Module 5)		
Seminar			6 CP	2-3
Area of expansion II. (2 lectures)		(Module 6a-6d)	16 CP	Sem.
Lecture	Religion - Ritual - Performance	(Module 6a)	8 CP	2-4
Lecture	Politics - Economy – Globalisation	(Module 6b)	8 CP	2-4
Lecture	Media - Aesthetics - Art	(Module 6c)	8 CP	2-4
Lecture	Society - Nature - Health	(Module 6d)	8 CP	2-4

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