

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 Bachelorstudiengang Sportwissenschaft”, dated 27 May 2007, has legal validity.

## Heidelberg University Examination Rules and Regulations for the Bachelor's Degree Programme in Sport Science

dated 27 May 2015

The senate of Heidelberg University determined these examination rules and regulations on 24 March 2015 on the basis of § 32 of the Act on Higher Education of the Land of Baden-Württemberg (LHG), modified by the third Act on Amendments to University Regulations (Third Act on University Regulation Amendments / 3rd HRÄG) of 01 April 2014 (GBl. of 08 April 2014, p. 99).

Approved by the President on 27 May 2015.

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## Preamble

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

## Section I: General provisions

### § 1 Purpose of the academic programme and examination

- (1) The objective of the Bachelor's degree programme in Sport Science is to convey theoretical, methodological and interpretive knowledge relating to exercise and sport, and functional movement skills. The content of the academic programme enables students to obtain (1) skills in exercise and sport, relating to education, the individual and society, movement and training, and performance and health, (2) general, as well as sport-specific, knowledge and skills ("Sport in Theory and Practice"), and (3) skills necessary to work independently on relevant academic research questions.  
The Bachelor's degree programme enables students to solve research problems independently, and acquire their first degree, which qualifies them to enter a profession or enables them to study a relevant Master's degree programme.
- (2) The purpose of the Bachelor's examination is to assess whether students have mastered the fundamentals of Sport Science, have an overview of the interconnections between the individual disciplines, and have acquired the knowledge and skills necessary to enter a profession, or begin a Master's degree programme.  
Students planning to subsequently pursue a Master's degree should consider the admission requirements for that degree programme when selecting the various modules within this programme and/or courses from the range of cross-disciplinary skills (Übergreifende Kompetenzen - ÜK).
- (3) The start of the academic programme and the requirements for admission 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 six semesters, including examinations. This includes the time required to complete the Bachelor's thesis. Successful completion of the Bachelor's degree programme requires a total of 180 credits (CP).
- (2) The Bachelor's programme has a modular structure. It is studied as a major subject with a 50% weighting, worth 74 credits, in combination with a second subject, also worth 74 credits (first or second major subject). In addition, 20 credits are obtained through courses in cross-disciplinary skills (ÜK) and 12 credits are awarded for the Bachelor's thesis, which is written in the first major subject.

The modules and their relevant courses, which are to be completed in accordance with the module handbook, are listed in Appendix 1. A recommended curriculum is outlined in Appendix 2, and the required courses in cross-disciplinary skills are named in Appendix 3.

The academic programme covers the theory of sport science, research methods, the study of sport in theory and practice, and specialised didactics. The field of sport in theory and practice is divided into different fields of sport and exercise, and also includes courses which are relevant to all types of sport.
- (3) When choosing the teaching degree option with the goal of later studying a Master of Education, which leads to teacher training for work at a German secondary school (*Gymnasium*), the student must study two subjects, each with a 50% weighting. Where this is the case, these examination rules and regulations as well as the "Framework regulations for the Teaching Degree option in Bachelor's programmes at Heidelberg University" (Rahmenregelung zur Lehramtsoption in den Bachelor-Studiengängen der Universität Heidelberg) must be observed.
- (4) Generally, subjects studied in Bachelor's degree programmes may be freely combined, provided that the respective courses are offered, and no limitations in line with paragraph 3 are to be observed. In accordance with regulations, the Bachelor's degree is awarded 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. If only one subject is completed, the University will not award the Bachelor's degree.
- (5) The faculty of the first major subject is responsible for verifying the adherence to the regulations set forth in paragraph 4, and for issuing the diploma and

degree certificate in accordance with § 22. The Examination Office supports the faculty in this task.

- (6) Generally, the language of instruction and examination is German. Lectures and courses and their examination components may also take place in English.
- (7) Examination components for individual courses and modules are completed during the course of study and can be in either written, oral or practical form. The lecturer announces the nature and duration of the examination components at the beginning of the course at the latest. The nature and duration of the examination components relating to sport in theory and practice are determined by the examinations board.
- (8) If a student does not fully complete the Bachelor's examination within a period of three semesters after expiry of the standard period of study, they shall lose their entitlement to take the examination, unless they are not responsible for the deadline being exceeded.

#### **§ 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.
- (3) In order to pass a module, all module components must be graded "sufficient" (4.0) or better (sub-module grades).
- (4) Credits are given for successfully completed modules, including their individual components. One credit corresponds to a student workload of 30 hours.
- (5) 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.
- (6) 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, and the corresponding credits and grades. Grades can be viewed by students online at the beginning of their next semester.

#### **§ 5 Examinations board**

- (1) The examinations board for Sport Science within the Faculty of Behavioural and Cultural Studies is responsible for the organisation of examinations and the tasks prescribed in these examination rules and regulations. It consists of two professors from the Institute of Sports and Sports Sciences, a representative from the body of research associates and one student representative as an advisory member. The faculty council appoints the chairperson, the deputy chairperson, and the other members of the examinations board for two years respectively. 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. The board also ensures that course assessments can be completed and subject examinations taken within the time frames stated in the examination rules and regulations. The examinations board 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 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 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 examination office supports the examinations board and executes its decisions.

## § 6 Examiners and observers

- (1) In general, examinations, which are not completed during the course of study as part of a lecture or module, may only be carried out by professors, associate professors, or research associates who 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 is not enough qualified faculty personnel available 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 or lecture in question.
- (3) Observers must have sat the corresponding Bachelor's examination or equivalent.
- (4) The candidate is permitted to suggest an examiner for the Bachelor's thesis; however, this does not constitute entitlement to be examined by a particular examiner.
- (5) The chair 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) 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.

The maximum number of credits that may be recognised for skills and competences acquired outside of the higher education system is 37 credits (50%). 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, 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 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 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, according to 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 cases of doubt, a certificate may be requested from a doctor of the University's choice. If the reasons are accepted, a new date for the examination shall 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 and the legal regulations 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 Pflegezeitgesetz (Home Care Leave Act).
- (4) If the candidate tries to influence the examination results through deception or by using unauthorised aids, the examination 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 examinations completed during the course of study

- (1) The examination components are:
  1. oral examinations
  2. written examinations (electronically where applicable)
  3. practical sports examinations.
- (2) Students must register to complete examination components in accordance with paragraph 1. This registration is organised independently either by the relevant department or the instructor of the course.
- (3) Permission to sit examination components, which are integrated into the course of study, can only be given to those who:
  1. are enrolled in the Sport Science degree programme at Heidelberg University,
  2. have not lost their entitlement to take final examinations in the Sport Science degree programme or a related degree programme.

If, when the examinations take place, the candidate is no longer enrolled at Heidelberg University, or has taken an academic leave of absence, their permission to take examinations may be revoked. This rule applies unless the



candidate is not at fault, or § 61 LHG and the Admission and Immatriculation Regulations of Heidelberg University (Zulassungs- und Immatrikulationsordnung) state otherwise.

- (4) The examinations board decides whether the candidate is permitted to take the examination. The board may allow the chairperson to take this decision on its behalf. If permission is not given, the candidate must be informed of this decision, and the reasons behind it, in writing. Permission to take examinations can only be denied in cases where the requirements outlined in paragraph 3 are not fulfilled, or the requirements for this degree programme as stated in the examination rules and regulations, and the module handbook, are not met by the candidate.
- (5) If the candidate provides 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 in an alternative form. 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. Furthermore, candidates should demonstrate that they have adequate fundamental knowledge relating to their academic programme.
- (2) An oral examination lasts between 15 and 30 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 methods within limited time and using limited resources.
- (3) A written examination lasts between 45 and 120 minutes. Multiple choice questions are permitted.
- (3) If a written examination component is taken as a term paper, it must be written under examination conditions. Furthermore, 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 Practical sports examination components completed during the course of study

In practical sports examination components, candidates should show their ability to perform and demonstrate skills required in the area being examined.

## § 13 Multiple choice examinations

- (1) Multiple choice questions are generally set by the lecturer responsible for the course. The examination questions must correspond to the knowledge imparted in the course, and must provide reliable examination results. Prior to determining the final result, the person responsible as mentioned under clause 1 must review whether the examination questions meet the requirements set forth in clause 2. If this review indicates 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.
- (2) 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 questions correctly answered by the candidate is not more than 22% below the average examination results of all candidates (non-referenced grading). The minimum required grade for passing the examination must not fall below 40%.
- (3) If the 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.

Percent correct	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

## § 14 Assessment of examinations

- (1) Grades for the individual examinations 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, intermediate grades may be awarded by adding or subtracting 0.3 from the individual grades. The grade 0.7 and intermediate 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) In accordance with § 20, paragraph 2, the grades for each subject are calculated on the basis of the module grades, which are weighted according to the number of credits earned. The grade for the Bachelor's thesis is treated as a separate subject grade.
- (4) Final module grades, grades for each subject, and the overall grade for the Bachelor's examination are:
- |  |              |
|--|--------------|
| for an average up to and including 1.5               | very good    |
| for an average between 1.6 and up to / including 2.5 | good         |
| for an average between 2.6 and up to / including 3.5 | satisfactory |
| for an average between 3.6 and up to / including 4.0 | sufficient   |
- (5) In accordance with paragraph 4, when calculating final module grades, grades for each subject, and the overall grade for the Bachelor's examination, only the first digit following the decimal point is taken into account, without rounding.
- (6) The Bachelor's examination is passed when all required examination components 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 will be added together 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 letter grade according to the following scale:

A	the 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

### § 15 Bachelor's examination admission requirements

- (1) Admission to the Bachelor's examination in Sport Science is only authorised for those who:
1. are enrolled in the Bachelor's degree programme in Sport Science as a major subject at Heidelberg University,
  2. have not lost their entitlement to take final examinations in the Bachelor's degree programme in Sport Science or a related degree programme.
- (2) Permission to write the Bachelor's thesis requires proof that the student has successfully completed the modules and courses in Sport Science listed in Appendix 1, gaining at least 62 credits.

### § 16 Bachelor's examination admission procedure

- (1) The application for admission to the examination must be made in writing, and addressed to the examinations board. The following must be enclosed with the application:
1. evidence of fulfilment of the admission requirements outlined in § 15 paragraph 1,

2. a declaration stating whether the candidate has previously failed a Bachelor's examination in the Bachelor's degree programme in Sport Science, 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 notification provided in writing along with instructions for appeal.
- (4) The application for admission to the examination may only be rejected if:
  1. conditions are not fulfilled in accordance with section 15 paragraph 1, 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 Sport Science or a similar degree programme, or has lost their entitlement to take the final examinations, or
  4. the candidate is currently involved in an examination procedure in such a programme.

## § 17 Scope and nature of the Bachelor's examination

The Bachelor's examination in the Sport Science degree programme consists of:

1. successful completion of the examinations in the modules and courses listed and marked in Appendix 1,
2. the Bachelor's thesis.

## § 18 Bachelor's thesis

- (1) The Bachelor's thesis serves to demonstrate that the candidate is able to independently address a problem from the field of Sport Science within a given time limit and using academic methods.
- (2) In accordance with § 6 paragraph 1 clause 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 twelve 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 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.

- (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 shall 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 thesis topic shall be assigned by the chair of the examinations board; the date of assignment must be recorded.
- (5) The deadline for submission of the thesis is fourteen weeks following assignment of the topic. In exceptional cases, the examinations board may extend this deadline by up to two weeks. If the deadline is exceeded, 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.
- (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 also be written in other languages.

## **§ 19 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; one additional digital copy must also be submitted. The submission date must be recorded. The thesis must contain a summary.
- (2) When submitting the Bachelor's thesis, the candidate must certify in writing that they are the author of their work and have used no sources or aids other than those indicated.
- (3) The Bachelor's thesis is assessed by two examiners; one of whom must be a professor or entitled to act as examiner. The thesis supervisor should be the first examiner. The second examiner is designated by the examinations board. The candidate is permitted to make a proposal; however, this does not 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; § 14 shall apply accordingly. Where the grades issued by the two examiners differ by more than one grade level, the examinations board shall determine the final

grade for the Bachelor's thesis after having consulted with the both examiners. In such cases, a third examiner may be consulted.

## **§ 20 Passing the examination and overall grade**

- (1) The Bachelor's examination in Sport Science is passed when all examination components according to § 17 paragraph 1 have been graded as "sufficient" (4.0) or better.
- (2) In accordance with § 14 paragraph 3, the module grades will be weighted according to the number of credits earned when calculating the grade for each subject. When calculating the overall grades, the numerical values of all module grades shall be considered without rounding, in accordance with section 14 paragraph 5.
- (3) The overall grade for the Bachelor's examination is calculated in accordance with § 14 paragraph 6.

## **§ 21 Retaking an examination; deadlines**

- (1) If examinations 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 five examination components completed during the course of study. A second retake for 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 candidates fail to meet this deadline, they will lose entitlement to take this examination, unless they are not responsible for the deadline being exceeded.
- (4) If a module is ultimately failed, candidates lose their right to complete the academic programme.

## **§ 22 Bachelor's diploma and certificate**

- (1) Once the Bachelor's examination in both subjects is passed, a diploma will be issued within four weeks. The diploma will list the subjects and all individual modules with their respective grades (graded in accordance with § 14, paragraph 3, and numerical value) and credits, as well as the overall grade of the Bachelor's examination. The diploma will also contain details of any extra

credits completed, and the Bachelor's thesis. The diploma bears the date of completion of the last examination component and must be signed by 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 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 Science". The Bachelor's certificate is signed by the dean of the faculty in which the Bachelor's thesis was written, and the chair of the examinations board. It bears the faculty seal.
- (4) If the Bachelor's examination is ultimately failed or considered to have ultimately been failed, the chairperson will issue a written notification, providing information on the procedure for appeal. Upon request and provision of the relevant proof, a certificate will be issued listing passed examination components and the corresponding grades, along with a statement confirming that the Bachelor's examination was ultimately not passed.

### Section III: Final provisions

#### § 23 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 a decision is made, the candidate 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 clause 2, a decision may not be made more than five years after the date indicated on the examination diploma.



**§ 24 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. The request must be submitted within one year of completion of the examination procedure. The chair of the examinations board will decide when and where such access will be given.

**§ 25 Coming into force**

These examination rules and regulations come into force on 1 October 2015.

Heidelberg, 27 May 2015

Professor Bernhard Eitel President

### Appendix 1: Courses and Credits (CP) for the Sport Science degree programme

Module	Lectures and Courses	WCH	CP	CP Module	
1	Sport and Education	L "Sport and Education"	2	3	6
		PS "Sport and Education"	2	3	
2	Exercise and Training	L "Exercise and Training"	2	3	6
		PS "Exercise and Training"	2	3	
3	Sport, the Individual and Society	L "Sport, the Individual & Society"	2	3	6
		PS "Sport, the Individual & Society"	2	3	
4	Body and Health	L "Sports Medicine, Part 1"	2	3	6
		L "Sports Medicine, Part 2"	2	3	
5	Methods of Working and Research relevant for Sport Science	PC "Techniques for Work and Study" (AStu)	1	1	6
		L "Empirical Research Methods and Statistics" (FoSt)	2	3	
		PC "Research Methods / Statistics" (FoSt)	2	2	
6	General Theory and Practice of Sport	PC "Training in Motor Skills, Fitness and Health" (SMF)	2	2	6
		PC "Integrative Communication in Sports Games and Small-scale Games" (ISV)	2	2	
		PC "Fighting Games"	2	2	
7	Sport in Theory and Practice - Organisation and Presentation	PxS "Dance, Creativity, Presentation – Gymnastics/Dance"	3	3	6
		PxS "Physical Aesthetics and Equipment – Apparatus Gymnastics"	3	3	
8	Sport in Theory and Practice - Health and Performance	PxS "Running, Jumping, Throwing – Athletics"	3	3	6
		PxS "Movement in Water – Swimming"	3	3	
9	Sport in Theory and Practice - Ball-Throwing Sports	e.g. PxS "Basketball"	3	3	6
		e.g. PxS "Handball"	3	3	
10	Sport in Theory and Practice - Sports involving Goal Shooting and Return Play	e.g. PxS "Football"	3	3	6
		e.g. PxS "Volleyball"	3	3	
11	Sport in Theory and Practice - Elective Courses	PC from the "Gliding, Riding, Rolling"	2	2	6
		PC of choice from the options available	2	2	
		Excursion	1	2	
12	Sport Science Profile Development	Two MS from different areas of modules 1 - 4	2	4	8
			2	4	
				<b>74</b>	

	Cross-disciplinary Skills (ÜK)	PC "Fundamentals of Learning and Teaching Processes for Sport and Exercise" (FD)	1	2	10 (20)
		Further courses according to Appendix 3 of the examination rules and regulations (taking the teaching degree option into consideration where necessary)		8 (18)	
Bachelor's thesis					12

**Abbreviations:**

L = Lecture  
PS = Preparatory Seminar  
MS = Main Seminar

PC = Practice Class  
PxS = Practice Seminar  
EC = Elective Course

CP = Credits  
WCH = Weekly contact hours  
FD = Specialised Didactics

## Appendix 2: Degree Programme in Sport Science (recommended curriculum)

Sem	Theory of Sport Science	WCH	CP	Sport in Theory and Practice	WC H	CP	Research Methods & ÜK	WC H	CP	CP
1	Module 1, L	2	3	Module 6, PC ISV	2	2	Module 5 PC	1	1	16
	Module 1, PS	2	3				Module 5, L FoSt	2	3	
							Module 5, PC	2	2	
							ÜK Fundamentals of Learning (FD)	1	2	
2	Module 2, L	2	3	Module 6, PC	2	2	ÜK		3	17
	Module 2, PS	2	3	Module 7, Part 1	3	3				
				Module 9, Part 1	3	3				
3	Module 3, L	2	3	Module 6, PC SMF	2	2				17
	Module 3, PS	2	3	Module 7, Part 2	3	3				
	Module 4, L Part 1	2	3	Module 9, Part 2	3	3				
4	Module 4, L Part 2	2	3	Module 8, Part 1	3	3				15
	Module 12, MS 1	2	4	Module 10, Part 1	3	3				
				Module 11, EC 1	2	2				
5	Module 12, MS 2	2	4	Module 8, Part 2	3	3	ÜK		3	15
				Module 10, Part 2	3	3				
				Module 11, EX	1	2				
6				Module 11, EC 2	2	2	ÜK		2	16
	<b>Bachelor's thesis</b>		12							
	<b>Total</b>									<b>96</b>

### Abbreviations:

L = Lecture  
PS = Preparatory  
MS = Main seminar

PC = Practice Class  
EC = Elective Course  
EX = Excursion

CP = Credits  
WCH = Weekly contact hours  
FD = Specialised Didactics

### Appendix 3: Cross-disciplinary Skills (ÜK)

Courses in cross-disciplinary skills (ÜK), worth 20 credits (CP), are to be studied as part of the Bachelor's degree programme in Sport Science.

Students planning to subsequently pursue a Master's degree should consider the admission requirements for that degree programme when selecting courses in cross-disciplinary skills.

(1)

Students seeking to become teachers (teaching degree option, with the aim of studying a subsequent M. Ed.) should begin developing the necessary teaching skills during their Bachelor's degree programme. These skills comprise a total of 20 CP, which can be recognised across subjects or separately (see the Framework regulations for the Teaching Degree option in Bachelor's degree programmes at Heidelberg University).

The 20 CP are obtained from the following courses:

- a. One course in Specialised Didactics for Sport Science: "Fundamentals of Learning and Teaching Processes for Sport and Exercise" (PC), 2 CP
- b. One course in Specialised Didactics for the second subject studied, 2 CP
- c. Introduction to School Pedagogy/Pedagogical Psychology, 6 CP
- d. Basics of Education Studies, 4 CP
- e. Vocational internship (3 weeks) in a school, 3 CP
- f. Vocational internship (3 weeks) in an educational institutional or school, 3 CP Courses b - f are not completed at the Institute of Sports and Sports Sciences.

(2)

Students striving for a Master's in the field of Sport Science or a related field (M.A., M.Sc.) are to select cross-disciplinary skills in Sport Science worth 10 CP. A further 10 CP are to be obtained according to the stipulations of the other subject studied (1st or 2nd major subject). Each course can only be recognised once.

The 10 CP for the degree programme in Sport Science are to be obtained as follows:

- a. One course in Specialised Didactics for Sport Science: "Fundamentals of Learning and Teaching Processes for Sport and Exercise" (PC), 2 CP

A further 8 CP are acquired from the following courses:

- b. 4 CP from language courses / courses at the Language Centre (2 CP per course)
- c. Key skills: up to 4 CP (2 CP per course)
- d. Vocational internships (3 weeks each) in an institution dedicated to sport, sport science and health promotion: up to 6 CP (3 CP per internship)