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the University of Cologne is legally binding.**

**Examination Regulations for the Bachelor programme in
Health Economics
at the Faculty of Management, Economics and Social Sciences and
the Faculty of Medicine at the University of Cologne**

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On the basis of § 2 Paragraph 4 and § 64 of the Act on the Universities of the State of North Rhine-Westphalia (Higher Education Act - HG) in the version of the Higher Education Act (HZG NRW) of 16 September 2014 (GV. NRW. p. 547), last amended by Article 1 of the Act of 3 November 2021 (GV. NRW p. 1180), the Faculty of Economics and Social Sciences and the Faculty of Medicine have issued the following regulations:

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Section 1 Scope

¹These Examination Regulations cover programme details, the examination procedure and the degree awarded for the programme in Health Economics at the University of Cologne. ²The module contents and requirements, and the fields of study are set out in the annex. ³The annex is part of this Examination Regulation.

Section 2 Objective of the programme

¹The bachelor's programme prepares students for jobs that require them to apply academic knowledge and methods. ²Academic in nature, the programme imparts subject-related, methodical and communicative skills, enabling students to find solutions to theoretical and practical problems; by promoting a critical and constructive approach, it also helps shape trends and changes in society and the world of work.¹ ³Before commencing their studies or during term breaks, students are recommended to undertake internships independently of their courses to supplement the content of the programme and gain first-hand experience of practice significant to their chosen programme; when planning internships, exam candidates must bear in mind the scheduling of any examinations of relevance to themselves. ⁴The bachelor degree is a first-level degree awarded by the Faculty of Management, Economics and Social Sciences and the Faculty of Medicine at the University of Cologne (hereinafter referred to as "Faculties") and forms the basis for master programmes in a related subject area.

Section 3 Degree awarded

¹Students who successfully complete the programme are awarded the academic title of "Bachelor of Science, B.Sc".

Section 4 Programme commencement, standard period of study, organisation of the programme

(1) ¹The programme can only be begun in the fall term. ²The standard period of study is six terms.

¹ Students acquire the necessary knowledge and competences that enable them to exercise good scientific practice and to act responsibly in science in accordance with the University of Cologne's "Guidelines for Good Scientific Practice" (Official Notices of the University of Cologne 8/2022), as amended.

(2) ¹The Faculty of Management, Economics and Social Sciences and the Faculty of Medicine (hereinafter referred to as “Faculties”) shall organise the programme in such a way that it can be completed within the standard period of study. ²The Faculties shall provide appropriate assistance to students to help them organise their studies; this shall include providing programme-specific advisory services and evaluating and assuring teaching quality.

(3) ¹A curriculum overview shall be drawn up and made accessible in an appropriate form. ²This curriculum overview does not form part of the Examination Regulations.

Section 5 Total credit points and programme structure

(1) Students must earn 180 credit points, as described in Section 7, during the programme.

(2) ¹The programme comprises at least 23 modules as defined in section 6. ²The programme is divided into core, advanced, supplementary and specialisation modules. ³The provisions concerning the total credit points for and structure of the programme are set out in the Section 29.

(3) The programme shall be conducted in accordance with the respective provisions set out in the annex to this Examination Regulation.

(4) ¹If one or more modules from another faculty are offered in the programme, the regulations of the faculty offering the module shall apply to them. ²The modules concerned are listed in the annexes.

Section 6 Modules

(1) The programme is modular in structure.

(2) ¹Modularisation is a process whereby subject matter is grouped into discrete, consecutive units of related topics, which carry credit points (CPs). ²The module content is designed to be able to be delivered within one term or one academic year as a rule. ³Where there are special grounds to do so, a module can also be designed to run for more than two terms.

(3) ¹Modules usually carry 6, 9, 12, 15 or 18 credit points. ²Modules worth six credit points can usually be completed within one term; the other modules usually take a maximum of two terms to complete.

(4) The following types of module exist:

a) Core modules, which are designed to deliver basic knowledge,

b) Advanced modules, which build on the modules specified in a) and are designed to

enable the student to develop more advanced knowledge and skills,

c) Specialisation modules, designed to enable the student to specialise in a certain area,

d) Supplementary modules, which can be taken at any time during the programme.

(5) Modules can be offered as compulsory or elective modules:

a) Students *must* take the compulsory modules; these modules are marked "Pflichtmodul" in the annex,

b) Students must choose elective modules from a list and are required to study them as per the provisions set out in the annex.

(6) ¹Provisions concerning the individual modules and the end-of-module examinations are set out in the annex. ²In particular, they cover the:

a) module code,

b) module title,

c) conditions of participation in the module,

d) module start date,

e) module availability (which term),

f) module duration in terms,

g) teaching formats for the module and compulsory participation,

h) examination requirements,

i) type and duration of the end-of-module examination, any examination components and the rules concerning the pass mark and resits,

j) language of examination,

k) limits on attempts,

l) indication of whether the module is compulsory or elective,

m) credit points attainable for the module,

n) prerequisites for awarding credit points,

o) in the case of elective modules: credit points the module contributes to the overall credit points available for the elective in question,

p) weighting of the module mark in relation to the overall mark.

³If a module and its examinations are not offered during the next semester, another examination date must be offered during the current or next semester. ⁴The registration deadlines of this date must allow students who did not pass the examination on the first date to register

for the second date. ⁵The second date must be chosen promptly in accordance with sentence 4, at latest during the next semester. ⁶The provisions of sentences 3 to 5 shall apply only to modules which are concluded with an examination in accordance with § 12 subsection 3 letters a to c.

(7) ¹Modules usually finish with one examination. ²In the case of modules carrying 6 credit points, the end-of-module examination consists of one component. ³The end-of-module examination for modules carrying 9 credit points can consist of two components. ⁴In the case of modules carrying 12, 15 or 18 credit points, the end-of-module examination can consist of a maximum of three examination components. ⁵Individual modules can also be completed without an examination. ⁶The rules concerning this shall be set out in the annex.

(8) If an end-of-module examination consists of several examination components, they are usually different types or forms of examination as described in Section 12 (2) to (6).

(9) ¹Prerequisites may be defined for participation in a module or module element. ²The prerequisites are specified in the annex.

Section 7 Credit point system and general criteria concerning the awarding of credit points

(1) ¹Students receive credit points ("CPs" or "LP" in German) as evidence of successful participation in modules. ²Credit points are calculated based on the anticipated student workload for the module and are a quantitative indicator of the total workload for the programme. ³They include both the time spent in class and on preparing for and following up classes (i.e. for contact hours and self-study), revision for examinations, examinations themselves, including the thesis and final examination (of the course) as well as study time and, where appropriate, practical components. ⁴Credit points are equivalent to the credits awarded in the European Credit Transfer and Accumulation System. ⁵One credit point corresponds to an average workload of around 30 hours. ⁶As a rule, students are required to earn 60 credit points per year of study.

(2) ¹Credit points are awarded when the students can show that they have completed all of the course work and passed all of the examinations required for the module in question. ²Section 48 (5) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia shall apply in respect of accumulation of credit points during academic leave. ³Notwithstanding Section 48 (5) of the HG Act, course work conducted and examinations taken on non-completed modules can be shown on the transcript of records.

(3) The same lecture course may not award credit points multiple times for different modules in a programme or different areas of study.

Section 8 Studium Integrale

(1) ¹The "Studium Integrale" (SI) is an interdisciplinary component on the programme.

²Designed to enhance employability, it can be academic and scientific in content and/or cover professional subject matter.

(2) The “Studium Integrale” is intended to foster and impart skills that go beyond specific subject-based knowledge or that concern basic academic and personal traits, i.e. scientific inquisitiveness, systematic and analytical thinking, ability to deal with complexity, a solution-oriented approach and other skills, such as team skills and foreign languages.

(3) ¹The “Studium Integrale” courses are run by the faculties, the Professional Center as well as by the International Office of the University of Cologne. ²Students are not permitted to attend “Studium Integrale” courses offered on their programme or in their subject but designed only for students on other programmes.

(4) ¹The “Studium Integrale” carries 12 credit points and formally counts as a module. ²Notwithstanding Section 6 (2), the courses can be delivered and studied at any time during the programme. ³Further provisions shall be specified by the Examinations Board. ⁴There is no restriction on the number of attempts possible for “Studium Integrale” examinations. ⁵No mark is awarded for the module. ⁶If the assessment of an examination or the booking of participation in a course has not yet been entered in the Campus Management System at the time when the successful completion of the course is determined in accordance with section 27 (1) sentence 1, the registration for the examination or participation shall be cancelled ex officio unless the student objects within a period of two weeks after receipt of the notification of the successful completion of the examination procedure.

(5) ¹Periods of training abroad and work experience can be credited in the “Studium Integrale”. ²The credit transfer criteria are specified by the Examinations Board, taking into account the minimum requirements and rules concerning credit transfers, which are set out in the annex.

(6) ¹The students themselves are responsible for planning and completing their “Studium Integrale”. ²The faculties and the University of Cologne Professional Center as well as the International Office of the University of Cologne offer an advisory service to assist students in their choices.

(7) In the event of a student moving to a different programme, any credit gained in the “Studium Integrale” is transferred to the “Studium Integrale” on the new programme, subject to the provisions of (3) above.

Section 9 Courses

(1) The courses are usually delivered in one of the following formats:

a) Lecture (“Lecture”): A coherent session in which basic and specialist knowledge and methods are presented and taught to students, usually in classes that take place at regular intervals throughout the term.

b) Seminar: Discourse on fundamental or more advanced issues.

c) Exercise (“Exercise”): Course that accompanies lectures or seminars. Involves discussion of tasks and independent work to gain a more advanced understanding of course content or work on exercises/experiments with the aim of acquiring and consolidating knowledge.

d) Practical component (“Praktikum”): Students acquire and consolidate knowledge by performing practical tasks or experiments. Practical components can be conducted within the University (e.g. lab practicals) or outside (e.g. field practicals, internships or teaching placements).

e) Field trip (“Exkursion”): Class conducted outside the University to enable students to see how aspects of the subject matter they have covered work in real life, to grasp relevant factors/structures based on observation and to practise applying the knowledge they have acquired and/or draw conclusions.

f) Language course: Course in which students acquire and/or deepen knowledge of a foreign language.

g) Project: Actions-based, independent work on a complex task or problem in consecutive phases (planning, execution, presentation of results), usually within a specified period.

h) Tutorial (“Tutorium”): Usually accompanies basic courses. Students practise techniques and develop a more advanced understanding of basic knowledge in small groups; the complex content of the main course is explained to them or practical examples are used to illustrate theoretical aspects.

(2) The course formats described in (1) above can be offered in combined form.

(3) ¹If the number of participants on a course has to be limited due to the nature or purpose of the course or for other reasons related to research, artistic development projects, teaching, artistry or patient care, and if the number of applicants exceeds the capacity, the number of participants can be limited in accordance with Section 59 (2) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia (“HG”). ²Students who need to attend the course in question at that particular time in order to progress with their studies must be given priority. ³All other details shall be specified by the Faculty in separate regulations for each course concerned. ⁴As far as resources allow, it shall be ensured that students do not lose any time due to limits on participant numbers. ⁵In order to be admitted to examinations related to limited-participation courses, students must have attended the courses upon which the examinations are based.

(4) ¹Admission to an examination or the award of credit points may require regular participation in courses in modules and their examination. ²The relevant provisions are set out in the Annex. ³The requirement of regular attendance is only permissible if it is proportionate and the learning objective can only be achieved through regular attendance. ⁴As a rule, this is the case if at least one of the following reasons applies:

a) The obligation to demonstrably participate regularly in modules or courses results from the introduction to and practice of academic discourse, which is the primary and formative element and essential learning objective of the module or

course. Scientific discourse is characterised by the presentation of scientific questions and argumentation and one's own positioning as well as critical reflection and mutual exchange about what has been presented.

b) The obligation to demonstrably participate regularly in modules or courses results from the didactic design of the course, which, in order to achieve the learning objective, provides for permanently participative, interactive and cooperative teaching and learning formats as well as reflection on the contents and results under guidance.

c) The obligation to provide evidence of regular participation in modules or courses is prescribed by legal provisions.

d) The obligation to provide evidence of regular participation in modules or courses is mandatory for reasons of occupational health and safety and laboratory safety.

e) The obligation to provide evidence of regular attendance at modules or teaching events results from the need to acquire practical skills and abilities that cannot be acquired in any other way, and to test, practise and reflect on them under supervision.

f) The obligation to demonstrably regularly participate in modules or teaching events arises from the need to practise sign language or oral or written language skills and abilities as well as their practical linguistic performance and reflection within the framework of communicative and personal interaction under guidance.

g) The obligation to demonstrable regular participation in modules or teaching events results from the necessity of examining content-relevant objects and contexts in situations and the location- and situation-dependent acquisition of practical or occupationally relevant skills and abilities with the inclusion of non-university learning elements.

⁵As a rule, regular attendance is verifiable if the number of absences does not exceed 20%. ⁶In particular in the case of internships and excursions, this may be deviated from. ⁷Corresponding regulations are stated in the annexes. ⁸If attendance is compulsory, absences cannot be compensated by other work. ⁹§ 17 paragraphs 2 to 4 shall remain unaffected. ¹⁰Regular participation in the courses and their preparation and follow-up is recommended.

Section 10 Academic advice, programme-specific advice, examination advice

(1) Legally binding information concerning examinations is supplied by the Chair of the Examination Board, his or her deputy, the manager of the relevant Examination Office or his or her deputy.

(2) ¹The University of Cologne has a Student Advisory and Counselling Centre ("Zentrale Studienberatung"), which provides general advice for students, particularly with regard to study options and programme requirements. ²There are also Faculty-wide advisory services for general academic advice. ³The *Beratungszentrum des Zentrums für LehrerInnen-*

bildung is also available to provide general academic advice on the teacher education programmes.

(3) ¹Programme-specific advice is provided during the designated times by the University's associated teaching staff involved in the teaching on the programme. ²The designated times shall be announced by means of notices in the institutes and on the internet. ³Students are recommended to take advantage of the one-to-one advice sessions.

(4) The students' union executive committee (Allgemeine Studierendenausschuss - AS-tA) and the Faculty's student council ("Fachschaft") offer advice on general questions concerning students' organisation of their studies.

(5) ¹For the special questions that international students have and for students preparing to study abroad, there are Faculty-wide advisory services in addition to the International Office ("Akademisches Auslandsamt") of the University of Cologne. ²There is also a Faculty-wide advisory service for questions concerning credit transfers for examinations taken abroad.

(6) For students suffering personal difficulties due to their studies, the psychosocial counselling service provided by the Kölner Studentenwerk can be particularly helpful.

(7) Students with disability or chronic or mental illness can seek advice from the advisory service provided by the University's administration (Service Centre Inclusion) or the representative of students with disabilities or chronic illnesses.

Section 11 Credit transfers

(1) ¹Examinations taken in courses of study at other state or state-recognised institutions of higher education, at state or state-recognised universities of cooperative education or in courses of study at foreign state or state-recognised institutions of higher education shall be recognised on application, provided that there is no substantial difference between the competences acquired and the competences which are being replaced; there shall be no examination of equivalence. ²The same shall apply to degrees awarded on completion of courses of study within the meaning of sentence 1. ³Recognition within the meaning of sentences 1 and 2 shall serve the purpose of continuing studies, taking examinations or taking up further studies or admission to doctoral studies.

(2) ¹Upon application, knowledge and qualifications acquired by means other than study may be recognised on the basis of documents submitted if such knowledge and qualifications are equivalent in content and level to the examination achievements which they are to replace. ²Recognition of such non-university achievements in excess of half of the examination achievements to be made shall not be permissible. ³Pupils who, in the consensual judgement of the school and the university, display special talents may, in individual cases, be admitted to courses and examinations as young students outside the enrolment regulations. ⁴Their study and examination achievements shall, on application, be credited to a later course of study. ⁵In the context of the Studium Integrale, examination achievements of other institutions can be credited if an agreement is made with the respective institution by the ex-

amination board. ⁶The examination board shall regulate the details.

(3) ¹Where credits are to be transferred, the marks shall be transferred and included in the overall mark, provided the marking systems are similar. ²Where they are not similar, the word "bestanden" ("pass") will be shown on the transcript. ³Transferred credits may be marked as such on the transcript of records.

(4) ¹Any requirements completed elsewhere cannot be recognised again if they have already been performed at the University of Cologne. ²This also applies if this performance has not yet been assessed.

(5) ¹Students are responsible for presenting the documents required for the credit transfer process. ²Any applications for the recognition of a document must be made in writing. ³The Chair of the Examination Board decides whether credit will be transferred. ⁴As a general rule, representatives of the subject area in question should be consulted prior to the decision as to whether equivalence is proven. ⁵In general, a decision must be issued within three months, and the student must be immediately informed by updating the recognition status within the campus management system; any rejection of the recognition of a document must be justified in writing. ⁶If a credit transfer application as per (1) above is turned down, the applicant may submit an appeal for the decision be reviewed by the Rectorate. ⁷The Rectorate shall then issue a recommendation as to how the department/institute responsible for deciding whether credit is to be transferred should proceed with the application.

(6) ¹Applications for credit transfers for examinations taken at a higher education institution outside the area to which the "Grundgesetz" applies during the student's studies on this programme must be submitted no later than three months after resuming studies at the faculty. ²If the other higher education institution has not issued a transcript of records by this time, the deadline shall be extended to three months after the transcript of records is issued. ³Applications received after the deadline cannot be considered. ⁴The deadlines according to sentences 1 to 3 do not apply to applications for recognition of achievements within the framework of the Studium Integrale.

Section 12 Types of examination

(1) Modules usually finish with one examination, which is oriented towards the learning objectives and learning outcomes defined for the module.

(2) ¹Module examinations can be taken in written, oral, practical or combined form. ²The form of examination must be suitable to test the learning objectives and learning outcomes conveyed in the module and to prove that the examination candidate has mastered the contents and methods of the module in the essential contexts and can apply the acquired knowledge and skills. ³The form and duration or workload of the respective examination performance are shown in detail in the appendix. ⁴Where there are significant reasons to do so, the Chair of the Examination Board can specify a different or additional type of examination if the examiner files a written request to this end.

(3) As a rule, the written examination form is:

a) Written examination: A written examination is a piece of work to be completed under personal supervision or electronic supervision (video supervision), in which given tasks are to be completed alone and independently using only the approved aids. The duration of an examination is usually at least 45 and at most 180 minutes and is specified for the respective examination in the appendix. Written examinations may be conducted in written or electronic form. Examinations may also be conducted in whole or in part in the form of an answer-choice procedure in accordance with § 13.

b) Term paper: A term paper is an independent written elaboration of a given topic. The duration and scope of the term paper result from the workload of the module, which is shown in the appendix. A term paper in a module with 6 credit points has a scope of 2, in a module with 9 credit points of 3, in a module with 12 credit points of 4 and in a module with 15 credit points of 5 credit points; one credit point corresponds to an average workload of approximately 30 hours. It must be submitted in written form or in an electronic format specified by the examiner. A declaration with the following wording is to be attached to the term paper: "I hereby affirm that I have written this paper independently and without the use of other than the stated aids. All passages that have been taken verbatim or in spirit from published and unpublished external writings are marked as such.

c) A take-home-exam is the independent written processing of one or more examination tasks within a given examination time. A take-home-exam can be conducted in written or electronic form. The duration and scope of the take-home-exam result from the workload of the module, which is listed in the appendix. A take-home-exam in a module with 6 credit points has a scope of 2, in a module with 9 credit points of 3, in a module with 12 credit points of 4 and in a module with 15 credit points of 5 credit points; one credit point corresponds to an average workload of approximately 30 hours. d) A portfolio is a collection of several tasks performed, in the broadest sense, which are assessed as one.

d) An internship report is a written account and analysis of the tasks completed in an intra- or extra-university internship. An internship report can be carried out in written or electronic form. The duration and scope of the internship report result from the workload of the module, which is shown in the appendix. An internship report in a module with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

e) A portfolio is a collection of several completed tasks in the broadest sense, which serves to document and reflect on the learning process and which is assessed in summary. A portfolio can be carried out in written or electronic form. The duration and scope of the portfolio result from the workload of the module, which is shown in the appendix. A portfolio in a module with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 performance points; one credit point corresponds to an average workload of approximately 30 hours.

(4) As a rule, the oral examination forms are:

a) Oral examinations (“Mündliche Prüfung”): In oral examinations, an examination candidate shall demonstrate that he or she understands the context of the examination area and is able to place specific questions in this context. Oral examinations are held by at least two examiners or by one examiner in the presence of an expert assessor. As a rule, an oral examination lasts at least 20 and at most 45 minutes per examination candidate and may also be conducted with the aid of electronic communication, if necessary. The duration, essential course as well as the subjects and results are to be recorded in a protocol. Examination candidates of the same degree programme shall be allowed to participate in oral examinations as listeners upon request, unless an examination candidate objects. The examiner shall decide on the application in accordance with the number of places available. Participation does not extend to the discussion and announcement of the examination result.

b) Presentation (“Referat”): A presentation serves to present a given topic or subject matter in a limited amount of time. The examination takes place within the framework of a course in the form of a lecture with the aid of suitable presentation techniques. If necessary, a presentation can also be carried out with the aid of electronic communication. The duration and scope of a presentation result from the workload of the module, which is shown in the appendix. A presentation in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

c) Presentation (“Vortrag”): In the context of a presentation, independently developed aspects or perspectives of a topic area are presented in a limited amount of time with the help of suitable presentation techniques. If necessary, a lecture can also be carried out with the help of electronic communication. The duration and scope of a lecture result from the workload of the module, which is shown in the appendix. A lecture in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approx. 30 hours. (5) The main practical forms of examination include setting up and conducting experiments plus examinations that result in a non-text deliverable.

(6) 1 Combined examinations generally comprise different forms of examination which are suitable for assessing the acquisition of different types of competences. 2 As a rule, combined examinations are: workplace-based assessments, simulations, presentations with a written paper, papers with a lecture, project work and poster presentations, whereby the following applies:

a) A project work is the independent processing of a task or a problem in a group or by an individual from the planning to the implementation to the documentation of the result in written, oral, electronic or other form. The processing time and scope of a project work result from the workload of the module, which is shown in the ap-

pendix. A project work in a module with 6 credit points has a scope of 3, in a module with 9 credit points of 4.5, in a module with 12 credit points of 6 and in a module with 15 credit points of 7.5 credit points; one credit point corresponds to an average workload of approximately 30 hours.

b) A poster presentation is a condensed large-format textual and/or pictorial presentation of scientific research results, methods and findings on a scientific question and can be carried out in written or electronic form. It serves to document and reflect on the learning process and is accompanied by an oral presentation of results and findings. The duration and scope of a poster presentation result from the workload of the module, which is shown in the appendix. A poster presentation in a module with 6 credit points has a scope of 1, in a module with 9 credit points of 1.5, in a module with 12 credit points of 2 and in a module with 15 credit points of 2.5 credit points; one credit point corresponds to an average workload of approx. 30 hours.

(7) Where appropriate and as decided by the examiner, examinations can be conducted as group oral examinations if a clear distinction between and assessment of each group member's contribution is possible.

(8) ¹The examiners shall determine whether the specific examination is to be conducted in attendance or in electronic form. ²The examination candidates are generally informed at the beginning of the event, but at the latest at the beginning of the examination registration phase, that an examination will be conducted in electronic form and whether it will be accompanied by video supervision. ³In the case of an examination conducted in electronic form, examination candidates shall be given sufficient opportunity before the examination to familiarise themselves with the electronic information and communication systems used in the respective examination. ⁴With regard to the provisions of data protection law and the implementation of video proctoring, the provisions of the Regulations Governing Online Examinations and Video Proctoring at the University of Cologne, as amended, shall apply, with the exception of § 5, paragraph 4, sentences 1 and 2.

(9) ¹Disturbances in the examination process must be reported immediately to the chairperson of the examination board or the examiner in writing or by means of an electronic transmission channel provided and announced by the examination board on the website of the examination office. ²The assertion of a claim is excluded at the latest if more than three working days have elapsed since the examination was taken.

Section 13 Multiple choice examinations

(1) ¹A multiple choice examination is an examination in which the minimum standard required of the candidate in the examination can only be achieved by marking or indicating the correct or incorrect answers. ²Multiple choice examinations or multiple choice examination questions are only permitted if they are able to prove whether the candidate is proficient in the main content and methods covered in the module and is able to apply the knowledge and skills acquired.

(2) ¹The examination questions must be worded in such a way as to be clear and unambiguous, non-contradictory, and able to determine whether the candidate possesses the examinable knowledge as per sentence 2 of (1), above. ²Variations of the same examination questions (and possible answers) are permitted. ³Points may not be deducted during the completion of an examination task.

(3) If the roles of examiner and exam-setter are performed by different individuals – due to how the exam-setting process of the relevant faculty or programme is concretely organised, i.e. the role of examiner is performed by some other party nominated by the examination regulations, then the following paragraphs (4) to (9) also apply.

(4) ¹The examiner chooses the subject matter to be covered in the examination, formulates the questions, specifies the possible answers and draws up the marking rules and criteria in accordance with (6) below. ²The pass criteria for the examination must be defined in advance. ³The examiner shall have the content and form of the questions reviewed by a second examiner prior to the examination.

(5) ¹The examiner can also create a pool of equivalent questions, from which different questions are given to each candidate. ²In this case, the questions are assigned on a random basis. ³It must be ensured that the examination questions are equivalent.

(6) ¹Candidates who attain at least 60% of the overall points attainable are deemed to have passed the examination. ²If the overall average of the points attained in an examination minus 12% of the overall mean is below 60% but higher than 50% of the total number of points possible, the pass threshold shall be calculated in accordance with this clause. ³Marking systems that merely define an absolute pass threshold are not permitted.

(7) ¹Examination performance must be marked as follows: if the minimum number of points required to pass the examination has been achieved, the mark is

very good (“sehr gut”)	if at least 75%,
good (“gut”)	if at least 50 but less than 75%,
satisfactory (“befriedigend”)	if at least 25 but less than 50%,
sufficient (“ausreichend”)	if none or less than 25%

of the possible points above the minimum pass mark are attained. ²When calculating points, any half values shall be rounded in the candidate’s favour. ³If the candidate does not achieve the minimum number of points required to pass the examination, the mark is “fail” (“mangelhaft” (5,0)).

(8) ¹If the marking process reveals an unusual concentration of errors in the answers to specific questions, the examiner shall check the relevant questions immediately and before the examination results are announced to determine whether they fail to meet the requirements set out in (2), sentence 1 above. ²The questions must be analysed post hoc. ³Item difficulty and item discrimination indices, reliability and distractor analysis can be used to review the quality of the questions asked. ⁴If this check shows individual questions to be flawed, the answers to these questions must be re-marked or excluded when determining the

examination result. ⁵The number of examination questions to be taken into account when calculating the examination result shall be reduced accordingly. ⁶The reduction in the number of examination questions must not be to the detriment of any candidates. ⁷If the number of points attainable for the examination questions that are to be eliminated is more than 20% of the total number of attainable points, the entire examination must be repeated. ⁸This shall also apply if only part of the examination is multiple choice.

(9) If only part of an examination is multiple choice, this Section (apart from (8), sentence 7 and 8 above) shall only apply to the multiple choice part.

Section 14 Language of examination

¹As a rule, module examinations and any components thereof shall be conducted in German. ²If a module is conducted in a foreign language, the examination for that module shall also, as a rule, be conducted in that language and this shall be stated in the annex.

Section 15 Registration for and admission to examinations

(1) ¹Admission to a module examination shall be granted if the examination candidate is enrolled in the respective Bachelor's degree programme at the University of Cologne or at a university with which a corresponding cooperation agreement exists, or is admitted as a second student, if the examination candidate has registered for the respective module examination in due time in accordance with Paragraph 5 and, if applicable, fulfils further requirements in accordance with Paragraph 3 and if there is no reason for refusal in accordance with Paragraph 4.

(2) ¹No more admissions to the examination procedure shall be granted. ²Admissions granted before 30 September 2021 shall remain valid until the examination procedure has been completed or this examination order has expired in accordance with section 28a, unless the admission is revoked before then. The admission shall be revoked if the grounds for refusal pursuant to section 15 (2) and (3) old version subsequently become known.

(3) ¹Students may be asked to prove that they meet certain requirements before being admitted to an end-of-module examination. ²If these requirements relate to coursework, the coursework requirements are intended to ensure the acquisition of competencies and provide the teaching staff and students with an assessment of the students' learning progress. ³No mark is awarded for this coursework. ⁴If the required coursework requires the students to attend a course without a regular attendance prerequisite as per Section 9 (4) alternative coursework that does not require attendance should be accepted in justified special cases, provided that this alternative coursework facilitates the acquisition of competencies and measures learning outcomes in a manner equivalent to the original coursework. ⁵The required coursework usually takes the form of one of the following formats: electronic learning assessments, essays, exercises, assignments, short presentations, write-ups, written tests, research papers, and similar formats. ⁶The requirements for admission to the respective end-of-module examinations are set out in the annex.

(4) ¹Admission to a module examination shall be refused if the requirements according to paragraph 1 and paragraph 2 are not fulfilled, if the module examination in the same module or in a recognisable equivalent module has already been passed at the University of Cologne, if a period for repetition has been missed or if it is not possible to take the respective examination according to the regulations of the Annex to these regulations. ²In addition, admission to an examination is to be refused if an examination candidate is on leave of absence pursuant to § 48 paragraph 5 HG, unless one of the exceptional cases specified in § 48 paragraph 5, sentence 4 and sentence 5 HG applies.

(5) ¹Candidates must register for each end-of-module examination; they are not entitled to participate in an examination or have their performance marked if they have not registered. ²As a rule, they must register for end-of-module examinations by no later than six weeks before the examination date. ³Notwithstanding this provision, Section 20 (5) shall apply. ⁴Together with the message, the area of study (core and advanced, specialisation, supplementary) of the examination must be specified. ⁵If the area of study is divided into groups, the group must also be specified. ⁶If the area of study or the group of the examination is transferred under the conditions specified in Section 29, the examination is also transferred to the new area of study or group, provided that the examination can be completed as part of the latter. ⁷If not, any completed examinations are non-transferable.

(6) ¹The examination dates must be announced in an appropriate form when lectures commence for the term and no later than nine weeks before the examination dates. ²The examination periods for oral examinations must be announced when lectures commence for the term; the precise times of the examinations must be announced no later than a fortnight before the examinations. ³Students who have registered for an examination are entitled to take it during the examination period announced, except in cases of force majeure. ⁴Notwithstanding this provision, Section 20 (5) shall apply.

Section 16 De-registering, failure to attend and withdrawal from examinations

(1) ¹The Chair of the Examination Board shall announce the examination dates and times and the deadlines for de-registering from examinations no later than nine weeks before the respective examination dates in an appropriate form by means of a notice or on the internet. ²Candidates can usually de-register from an examination up to a fortnight before the examination date in question without having to state their reasons.

(2) ¹If an examination candidate does not take part in a module examination set in terms of time and place without a valid reason or withdraws from the module examination without a valid reason after it has begun, the examination performance shall be deemed to have been assessed as "deficient (5.0)" or "failed". ²The same applies if an examination performance is not completed within the specified processing time. ³If an examination is conducted electronically, the examination performance shall only be deemed to have been completed if the electronic transmission to the competent body has been fully completed by the end of the processing time. ⁴§ 19 paragraph 1 shall apply accordingly.

(3) ¹If an examination candidate fails to take part in an examination or withdraws from the examination after it has begun, the chairperson of the examination board may, if there

are good reasons, refrain from marking the examination performance as "poor (5.0)" or "failed". ²The reasons asserted for the default or withdrawal must be notified to the chairperson of the examination board immediately in writing or by an electronic means of transmission made available and announced by the examination board on the website of the examination office and must be proven. ³The same applies if an examination performance is not completed within the specified processing time. ⁴In the event of illness, a medical certificate must be submitted. ⁵In cases of doubt, the submission of a medical certificate from a medical examiner may be requested; the costs shall be borne by the university. ⁶The same applies in the case of proven illness of a child to be cared for by an examination candidate or a spouse to be cared for, a registered partner, a relative in the direct line and a relative by marriage in the first degree. ⁷The examination board shall regulate all further matters.

Section 17 Special examination arrangements and protective provisions

(1) The special needs of students with disabilities, chronic or mental illnesses and students who are subject to maternity protection regulations shall be taken into account in order to ensure equal opportunities for them.

(2) ¹If a candidate proves that he or she is not able to take part in a examination to the extent provided for due to prolonged or permanent illness or disability, he or she will be granted compensation for disadvantages upon written request to the chairman of the examination board. ²They may be asked to present a certificate from a medical specialist. ³This shall also apply accordingly to deadlines and to compulsory attendance of courses and any required coursework.

(3) ¹Use of the protection provisions in accordance with the provisions of maternity protection law and in accordance with the deadlines of the Federal Parental Benefit and Parental Leave Act in the currently valid version shall be made possible upon application; in these cases, module examinations may be taken despite leave of absence. ²If a candidate can prove that she will not be able to take part in an examination in the intended form or to the intended extent due to maternity protection regulations, she will be granted compensation for disadvantages upon written application to the chairman of the examination board. ³They may be asked to present a certificate from a medical specialist. ⁴This shall also apply accordingly to deadlines and to compulsory attendance of courses and any required coursework. ⁵The application shall be submitted immediately after the requirements have been met.

(4) ¹Special needs arising when a spouse, registered partner, relative by direct-line descent or an immediate relative by marriage requires care must be taken into due consideration, especially with regard to deadlines, scheduling, examination dates and compulsory course attendance. ²Applications for such arrangements must be filed as soon as the special needs arise

(5) ¹Candidates must provide full reasons and suitable evidence to support applications of the type described in (1) to (4). ²Applications must be filed with the Chair of the Examination Board within a reasonable amount of time before the examination. ³As far as a change in the clinical picture or disability is not to be expected, the compensation for disadvantages shall extend to all examinations to be taken in the programme and the acquisition of partici-

pation requirements.

Section 18 Assessment of examinations

(1) ¹Examinations shall be marked with a grade or the words “pass” (“bestanden”) or “fail” (“nicht bestanden”) by the examiner. ²The following marks must be used:

1 = “sehr gut” (very good): excellent performance,

2 = “gut” (good): performance significantly higher than average requirements,

3 = “befriedigend” (satisfactory): performance in line with average requirements,

4 = “ausreichend” (sufficient): performance meets requirements despite some faults,

5 = mangelhaft (fail): performance does not meet requirements due to major faults.

³The marks can be increased or decreased by increments of 0,3 to provide a more diverse range; the grades 4.3 and 4.7 are not permitted. ⁴The grades 1.0, 1.3, 1.7, 2.0, 2.3, 2.7, 3.0, 3.3, 3.7, 4.0 and 5.0 are permissible. ⁵Candidates who receive a mark of “sufficient (4,0)” or better or a “pass” are deemed to have passed the examination.

(2) ¹Any end-of-programme examinations of the programme governed by these regulations, any repeated examinations involving the possibility of a definitive failure, and the bachelor’s thesis shall be marked by two examiners appointed by the Chair of the Examination Board. ²If an examination is assessed by two examiners the mark is calculated as the arithmetic mean of the two examiners’ marks. ³Where there are two examiners and their individual marks are more than 1,0 mark apart or only one of them gives a “fail (5,0)”, the Chair of the Examination Board shall appoint a third examiner. ⁴In this case, the mark shall be calculated as the arithmetic mean of the three examiners’ marks; a mark of “sufficient (4,0)” shall be given, irrespective of the arithmetic mean, if at least two of the examiners’ marks are “sufficient (4,0)” or better. ⁵If at least two of the examiners’ marks are “fail (5,0)”, the examination shall be marked “fail (5,0)” irrespective of the arithmetic mean.

(3) If an examination that can only be marked “pass” or “fail” is marked differently by two different examiners, a third examiner shall be appointed to decide the final mark.

(4) ¹In the case of combined examinations of the type described in Section 12 (6), the student’s performance shall be marked as a whole. ²The mark given shall be in accordance with (1) above.

(5) Where written, oral, practical or combined examination types are combined with one another, the examination shall be marked in accordance with the provisions set out in the annex.

(6) ¹The marks for the core, advanced, supplementary and specialisation modules shall be calculated as the weighted arithmetic mean of the respective module marks in accordance with the weighting scheme shown in the annex. ²Deviating from sentence 1 the marks

for the modules listed in the following annexes are calculated as the weighted arithmetic mean of the respective module mark groups; in this case the group marks are calculated as the weighted arithmetic mean of the respective module marks according to the weighting scheme shown in the annex: annex 2 supplementary module and annex 3 specialisation module. ³If certain end-of-module examinations are not marked, the mark of the corresponding area of study or group considered in sentence 2 shall be calculated as the average of the marked examinations; in this case, the weighting deviates from the weighting specified in the annexes. ⁴If all examinations are not marked, the mark of the corresponding area of study or group considered in sentence 2 shall not be calculated. Instead the area of study or group considered in sentence 2 shall be marked passed, provided that all prerequisites of the area of study or group were acquired in the case of sentence 2. ⁵If every end-of-module examination required to successfully complete an area of study has not yet been completed or passed, a provisional mark for this area of study shall be calculated as the arithmetic mean of all marked end-of-module examinations.

(7) ¹The overall mark for the degree shall be calculated as the weighted arithmetic mean of the marks for the various modules and the mark for the bachelor thesis.

²The marks are weighted as follows to make up the overall mark of the degree programme in Health Economics:

- a) Mark for core and advanced modules: 105 of 168 CPs
- b) Mark for supplementary modules: 21 of 168 CPs
- c) Mark for specialisation modules: 30 of 168 CPs
- d) Mark for bachelor thesis: 12 of 168 CPs.

³If credits are transferred as per Section 11(3), Sentence 2, in such a way that there is no mark for a particular subject section, said subject section shall not be included in the calculation of the overall mark; the total number of credit points to be accumulated shall be reduced accordingly. ⁴If more modules are completed than specified in these examination regulations, the passed examinations from the compulsory modules and the passed examinations from compulsory elective and elective modules are used to calculate the overall grade in chronological order according to the examination date stored in the campus management system. ⁵The remaining passed compulsory elective and elective modules are shown as additional examinations on the transcript of records.

(8) ¹Marks shall be given to one decimal place and used in this form for any further calculations; any other decimal places shall be discarded without being rounded. ²On the transcript of records, the overall mark for the degree shall be given to one decimal place. ³Any further decimal places shall be discarded without being rounded.

(9) The marks based on arithmetic means are as follows:

- 1,0 to 1,5 = very good
- 1,6 to 2,5 = good
- 2,6 to 3,5 = satisfactory

3,6 to 4,0 = sufficient

Marks of more than 4,0 correspond to a “fail”.

(10) If all of the marks as described in (7) above are “very good”, the overall mark given is “distinction” (“mit Auszeichnung”).

Section 19 Notification of examination results

(1) ¹As a rule, examination candidates shall be notified of the marks for their examinations within eight weeks by means of a public posting on the campus management system. ²Where examiners choose a different method of notification, their reasons for doing so must be documented. ³In the case of oral examinations, candidates shall be notified of their mark immediately after the examination.

(2) Candidates who have failed an examination at the final attempt shall be informed by means of a formal written notification sent to the postal address stored in the campus management system; the written notification shall include information on how to appeal.

Section 20 Resits of end-of-module examinations

(1) ¹Students can resit end-of-module examinations they have failed. ²Notwithstanding the provisions set out in Section 21 (13), the number of examination attempts per module shall be limited to three. ³More specific details are given in the annex. ⁴In addition, students shall be granted a further three resit attempts in total for the bachelor programme modules, for which the number of examination attempts is limited to three. ⁵Candidates who have accumulated at least 140 credit points shall be granted a further additional attempt. ⁶If a candidate fails an examination in the three additional attempts and the extra attempt described in sentence 5, they are deemed to have failed the entire programme at the final attempt with the consequence of de-registration from the course of studies. ⁷The additional examination attempts in sentences 4 and 5 do not apply to repetitions of the bachelor’s thesis.

(2) ¹If an examination candidate has failed a module examination for which the number of examination attempts according to Paragraph 1 Sentence 2 is limited to three for the third time, the chairperson of the examination committee shall inform the candidate in writing whether there is the possibility of claiming additional examination attempts for this examination according to Paragraph 1 Sentences 4 and 5. ²If the examination candidate is subsequently entitled to another additional examination attempt according to paragraph 1 sentences 4 and 5, he or she shall receive a separate notification of this.

(3) Additional examination attempts can only be granted for a module examination if none of the first three attempts in the respective module were failed due to cheating or an offence as described in Section 24.

(4) ¹Before retaking an examination for the first time as per (1), candidates are strongly advised to take advantage of the guidance opportunities available to them. ²To this end, the examination candidate shall receive a written invitation to seek advice, which also includes information about the advisory services that are available.

(5) ¹If an end-of-module examination consists of several components, the candidate must attain a pass (“bestanden”) or at least a “sufficient” (“ausreichend”, 4,0) mark in each of them. ²All end-of-module examination components marked “fail” (“mangelhaft”, (5,0) or “nicht bestanden”) must be retaken. ³(1) to (4) above shall apply accordingly to examination components.

(6) If so requested by the examiner, the Chair of the Examination Board can specify a different type of examination or examination format for the resits.

(7) In the case of repeat examinations, the deadlines pursuant to § 15 paragraphs 4 and 5 may be deviated from in justified cases.

(8) The provisions concerning repetition of bachelor theses are set out in Section 21 (13).

(9) Students cannot resit end-of-module examinations that they have already passed.

Section 21 Bachelor thesis module

(1) The bachelor thesis is a form of examination in which the candidate writes a paper independently to show that they are capable of conducting academic work on and reflecting on a specific problem related to the subject matter covered on the programme, using the necessary methods and within a specified period.

(2) ¹Students write their bachelor thesis during the programme. ²12 CPs are awarded for the bachelor thesis. ³A student who has acquired 100 LP is permitted to apply for the Bachelor's thesis.

(3) ¹The topic of the bachelor thesis must be taken from one of the groups Health Economics or Methods in Health Economics in core and advanced section or Business Administration in supplementary section or from one of the groups in specialization section described in Section 29 (1).

(4) ¹Group bachelor theses can be permitted if a clear distinction between and assessment of each candidate's contribution is possible. ²Objective criteria that make a clear distinction possible, such as sections, page numbers or topics, are used to indicate which student made which contribution. ³The total workload required of each group member must exceed the requirements for individual bachelor theses to an appropriate extent. ⁴The difficulty and content of a group thesis must meet the same requirements as for theses undertaken individually and independently. ⁵The contribution made by each individual must meet the requirements for bachelor theses.

(5) ¹The chairperson of the examination board shall appoint an examiner in accordance

with § 23, paragraph 3 and commission him or her to set the topic of the Bachelor thesis (topic setter). In addition, it shall appoint another examiner for a second assessment (second assessor). 2The examination candidate has the right to propose the topic proposer. 3The topic, the two examiners and the deadline for submission shall be posted in the campus management system after the decision by the chairperson of the examination board.

(6) ¹The processing time for the Bachelor thesis shall be a maximum of twelve weeks. ²The processing time begins on the day on which the topic proposer, who has been effectively appointed in accordance with Paragraph 5, submits the topic to be processed and informs the examination candidate of this; this date is communicated to the chairperson of the examination committee by the topic proposer in writing or electronically. ³The topic of the Bachelor's thesis must be dimensioned in terms of content and scope in such a way that it can be worked on within the deadline according to sentence 1. ⁴Upon a justified written request or by an electronic transmission channel provided and announced by the examination board on the website of the examination office, the chairperson of the examination board may grant a grace period of a maximum of four weeks in justified individual cases; the request must be submitted to the examination office in good time before the deadline expires. ⁵Such an individual case shall be deemed to exist in particular if there is a considerable restriction of the ability to perform which is relevant to the examination and which must be proven. ⁶The decision on the existence of a justified individual case shall be made by the chairperson of the examination board. ⁷If there is an important reason, an application for withdrawal from the examination performance in the module Bachelor thesis can be submitted to the chairperson in writing or via an electronic transmission channel provided and announced by the examination board on the website of the examination office; the application must be submitted to the examination office in good time before the deadline for submission. ⁸An important reason of this kind exists in particular if a justified individual case according to sentence 5 prevents the work on the Bachelor thesis for more than two months and this is proven. ⁹When submitting the thesis again, a new topic must be worked on.

(7) ¹The bachelor thesis must be written in German. ²Alternatively, candidates can apply for permission from the chairperson of the examination board to write the bachelor thesis in a different language. This permission is pending the approval of the topic-setter. Also, it must be ensured that the thesis can be evaluated.

(8) ¹The provisions of good academic practice shall apply to the preparation of the Bachelor thesis. ²The Bachelor's thesis may not have been submitted in the same or similar form as part of another examination. ³If this is violated, the thesis shall be deemed to have been assessed as "unsatisfactory (5.0)". ⁴The decision shall be made by the examination board.

(9) ¹The Bachelor thesis shall contain a list of the aids used. ²In addition, it must be accompanied by a signed declaration with the following wording: "I hereby declare in lieu of an oath that I have written this thesis independently and without the use of other than the indicated aids. All passages taken verbatim or in spirit from published and unpublished external writings are marked as such. The work has not yet been submitted in the same or a similar form in the context of another examination. I assure that the submitted electronic version corresponds completely to the submitted printed version". ³If, according to the decision of the examination board, the Bachelor thesis is to be submitted exclusively in electronic form to the

examination office in accordance with paragraph 10, the last sentence of the declaration shall be omitted. ⁴If the affirmation in lieu of oath was made falsely, the legal consequences according to the Criminal Code may apply.

(10) ¹The Bachelor thesis must be submitted to the examination office in due time in duplicate - a printed and firmly bound copy as well as an electronic version in portable document format (PDF) protected against unintentional alteration; the date of submission must be made known. ²The Examination Committee may determine that, in deviation from sentence 1, the Bachelor thesis is to be submitted to the Examination Office only in an electronic version in portable document format (PDF) protected against unintentional alteration. ³If the Bachelor thesis is not submitted in due time, it shall be deemed to have been assessed as "unsatisfactory (5.0)". ⁴When submitting the Bachelor thesis, the examination candidate must be enrolled in the corresponding degree programme or be admitted as a second student.

(11) ¹As a rule, examination candidates shall be notified of the mark for their bachelor thesis within eight weeks of the date on which they submitted it; this notification takes the form of a public posting on the campus management system. ²Where examiners choose a different method of notification their reasons for doing so must be documented.

(12) ¹Candidates who receive a "fail (5,0)" for their bachelor thesis can repeat the thesis component once, with a new topic. ²They must register for the second attempt within six months of the result of the first attempt being announced. ³Candidates who fail to comply with this deadline are deemed to have failed the bachelor degree at the final attempt unless they prove that the reasons for their failure to comply were beyond their control. ⁴The provisions of Section 17 shall remain unaffected. ⁵Second repeats of failed bachelor thesis components and repeats of passed bachelor thesis components are not permitted. ⁶If a candidate fails his/her first repetition of the bachelor's thesis, he/she shall definitively fail the programme.

(13) ¹Candidates who have failed the bachelor thesis shall be informed by means of a formal written notification sent to the postal address stored in the campus management system. ²The written notification shall include information on how to appeal.

Section 22 Examination Board

(1) The Faculty of Economics and Social Sciences and the Faculty of Medicine shall elect an examination board for the organisation of the examinations of the degree programmes regulated by these regulations and the tasks assigned by these regulations.

(2) The Examination Board shall consist of the following ten members, who shall have voting rights:

1. the chair, from among the core teaching staff ("Hochschullehrerinnen und Hochschullehrer"),
2. five further members from among the core teaching staff ("Hochschullehrerinnen und Hochschullehrer"),

3. one member from among the associated teaching staff (“akademische Mitarbeiterinnen und Mitarbeiter”),
4. one member from among the technical and administrative staff,
5. two members from among the student body.

(3) The Examination Board shall elect a deputy chair from among the members specified in (3) 2. above.

(4) ¹For the members according to paragraph 2 nos. 2 to 5, one deputy each shall be elected. ²The deputies shall act if the members from the corresponding group are prevented from attending.

(5) The Chair can invite other persons, particularly substitute members, to the Examination Board meetings if this appears useful and if the majority of the voting members present are not opposed.

(6) ¹The members and their deputies as per (3) items 2 to 5 shall be elected in separate groups by the Faculties Councils. ²The groups shall be entitled to make nominations. ³The members in the core teaching staff (“Hochschullehrerinnen und Hochschullehrer”) group, the associated teaching staff (“akademische Mitarbeiterinnen und Mitarbeiter”) and the other employees group shall be elected for three years, the members in the student group for one year. ⁴Re-election is permitted. ⁵Substitute members’ appointments shall end when the appointment of the member they represent ends. ⁶Should a member or a deputy as per (3) items 2 to 5 leave the board before the end of their appointment, a successor shall be elected for the remainder of their appointment.

(7) ¹The examination board shall constitute a quorum if the chairperson or his/her deputy and at least five other voting members are present. ²If the vice-chairperson chairs a meeting because the chairperson is prevented from attending, his/her vice-chairperson or his/her deputy shall attend the meeting as a voting member in accordance with paragraph 4. ³The Audit Committee shall decide by a simple majority of those present and entitled to vote. ⁴In the event of a tie, the chairperson shall have the casting vote. ⁵The members of the examination board from the group of employees in technology and administration shall only have the right to vote in matters of teaching insofar as they perform corresponding functions in the university and have special experience in the respective area; such experience shall be assumed in particular if the employee fulfils the status of an examiner pursuant to Article 65 paragraph 1 sentence 2 HG. ⁶The chairperson shall decide on the existence of these requirements at the beginning of the member's term of office and, in cases of doubt, the rectorate. ⁷Members from the student group shall only vote on pedagogical-scientific decisions if they fulfil the examiner status according to § 65 paragraph 1 sentence 2 HG.

(8) ¹The Examination Board shall ensure that the provisions of these Regulations and the annex are complied with. ²Unless otherwise specified in these Examination Regulations, the Examination Board shall decide what action is to be taken, in particular, with regard to objections to decisions taken in the examination process. ³The Examination Board shall report regularly to the Faculties, at least once a year, on developments regarding the bachelor degrees and how long students take to complete the programmes; it shall present breakdowns of the overall marks and put forward proposals concerning possible amendments to

these Examination Regulations. ⁴Without prejudice to the examiners' powers, the Examination Board shall specify what aids are allowed to be used in examinations and will inform students accordingly by means of a notice.

(9) ¹The meetings of the examination board shall not be public and shall generally be held in person. ²The chairperson may decide that the meeting shall be held by electronic communication. ³The decision shall become invalid if half of the members of the examination board object to it before the meeting. ⁴In the case of meetings by electronic communication, the chairperson may also decide that resolutions shall be passed by electronic communication; this may be deviated from by a resolution of the board. ⁵Paragraph 7, sentence 1, shall apply to meetings by electronic communication with the proviso that attendance means participation in the meeting. ⁶Resolutions may also be passed by circulation, provided no member objects. ⁷The members and their deputies shall be bound by official secrecy. ⁸If they are not in public service, they shall be bound to secrecy by the chairperson.

(10) ¹The members of the Examination Board and their deputies are entitled to attend examinations. ²They are not entitled to be present during the discussion of the mark to be awarded.

(11) ¹The Examination Board can use the services of the Examination Office of the Faculty of Management, Economics and Social Services to assist in the organisation of examinations. ²The manager or deputy manager of the WiSo Examination Office shall be consulted at all of the Examinations Board's meetings.

(12) ¹The chairperson of the examination board, or his/her deputy if the chairperson is prevented from doing so, shall represent the examination board, convene the meetings of the examination board, chair them and implement the resolutions passed there. ²The audit committee may delegate the performance of its duties to the chairperson for all regular cases. ³In case of urgency, the chairperson may hold a vote by circular resolution. ⁴The chairperson may take decisions that cannot be postponed instead of the examination board; the examination board shall be informed immediately; the latter may revoke the decision; rights of third parties that have already arisen shall remain unaffected. ⁵Decisions on appeals shall be reserved for the examination board. ⁶A protocol shall be drawn up for each meeting of the Examination Committee.

(13) The Chair of the Examination Board shall announce by means of a legally binding notice or other suitable means any directives, important dates and deadlines and any other information from the Examination Board that does not concern specific individuals only.

Section 23 Examiners, observers, electronic plagiarism checks

(1) ¹Examiners shall be appointed from among the University's core teaching staff ("Hochschullehrerinnen und Hochschullehrer") and the persons specified in Section 65 (1) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia ("HG"). ²Examinations can only be marked by persons who themselves have at least the qualification to which the examination leads or an equivalent qualification. ³Examiners who have resigned, been relieved of their duties or retired may be reappointed as examiners for a period of one

year after the end of the semester in which they resigned from the University of Cologne. ⁴Only persons who have obtained a relevant degree of at least bachelor standard or an equivalent qualification may be appointed as observers.

(2) ¹The examination board shall appoint the examiners and the assessors. ²It may delegate the appointment to the chairperson. ³The appointment of examiners and assessors shall be recorded in the records. ⁴Notwithstanding the provisions in sentences 1 and 2, the following shall apply: A lecturer shall be the examiner for the course for which he or she is responsible and which he or she conducts, unless the examination board or the chairperson makes a different appointment of an examiner.

(3) ¹The Chair of the Examination Board shall appoint the examiners responsible for the bachelor thesis module from among the professors, “außerplanmäßiger Professor” and “Honorarprofessor”, junior professors and “Privatdozent” lecturers of the Faculty of Management, Economics and Social Sciences or of the Faculty of Medicine and from among other examiners who are members or associates of the Faculties and meet the requirements laid down in Section 65 (1) of the “HG”. ²Examiners who have resigned, been relieved of their duties or retired may be reappointed as examiners for the Bachelor thesis for a period of one year after the end of the semester in which they resigned from the University of Cologne. ³The Examination Board can extend this period on request if there are good reasons to do so. ⁴It can ask the Chair to decide whether to extend. ⁵Bachelor thesis examiner appointments must be documented.

(4) The examiners shall specify the working materials and aids permitted for the examinations they conduct and shall make these known in good time and in a suitable manner, at the latest when the examination date for the respective examination is announced.

(5) ¹If so decided by the Examination Board in a resolution that is then announced, written examination papers can be checked electronically to determine whether they include any copied text that has not been marked as such. ²In these cases, the candidates must also submit their examination papers in electronic form and declare that the written and electronic versions are the same. ³The electronic checking described in sentence 1 includes the use of written examination papers for comparison with third parties’ written examination papers if their content is related. ⁴The resolution described in sentence 1 must specify,

- a) which examinations can be checked electronically,
- b) whether the Examination Board should engage the services of an administrative assistant for this purpose and who should take on this role,
- c) the file format and the place and method of submission for the electronic version,
- d) the criteria for selecting the examinations to be checked and
- e) how long the electronic versions may be used.

⁵Notwithstanding a) above, electronic checking shall always be permitted if there are good grounds to suspect the candidate has cheated. ⁶Notwithstanding e) above, the period of use shall end no later than the point at which the archiving period for the examination file ends as

per Section 26 (4). ⁷Any other use of the electronic version by examiners or the Examination Board is not permitted without the candidate's consent. ⁸The result of an electronic check may only be used as the basis of a decision to fail a student if it has been confirmed by the examiners responsible for the examination.

(6) ¹Examiners and observers shall not be influenced by third parties in their examination work. ²They shall be bound by a confidentiality obligation. ³Those of them who are not civil servants shall be sworn to secrecy by the Chair of the Examination Board.

Section 24 Cheating and offences

1) ¹If an examination candidate attempts to influence the assessment of an examination performance by deception for his or her own or another's advantage, if he or she carries aids that are not permitted in the examination or if he or she commits academic misconduct in the performance of the examination, he or she commits deception. ²Unauthorised aids may be confiscated by the invigilators after completion of the examination, which the examination candidate is entitled to terminate, with the consent of the examination candidate to preserve evidence.

(2) ¹Depending on the seriousness of the act of cheating under paragraph 1, the examination board shall pronounce one of the following sanctions against the examination candidate:

- a) a warning;
- b) the examination candidate shall be ordered to repeat the examination performance to which the act of cheating relates;
- c) the examination performance to which the act of deception relates shall be deemed to have been assessed as "unsatisfactory (5.0)" or "failed";
- d) the examination to which the act of deception relates shall be declared definitively failed;
- e) the examination candidate is excluded from taking further examinations, whereby the examination entitlement in the degree programme expires.

²A serious violation shall be considered in particular in cases of the use of unauthorised aids, the (attempted) influencing of the examiner or, in cases of plagiarism, in which sources are deliberately concealed by reformulating the original texts, rearranging the syntax or the use of synonyms. ³An especially serious case shall be considered in particular in the case of an elaborate use of technical aids such as internet-capable mobile phones, in the case of repeated acts of cheating in different examinations, in the case of the organised collaboration of several persons, in the case of the adoption of an entire piece of work by another person as one's own performance, the falsification of academic work or the sabotage of examination work and the research work of others. ⁴The sanction chosen shall be noted in the examination file. ⁵In the case of combined, inter-faculty or inter-university degree programmes, other examination offices, faculties or universities may be informed of this.

(3) In the event of a reasonable suspicion of plagiarism, the Examination Board may perform additional verifications – including electronic verifications – without the permission of the candidate.

(4) As a consequence of an act of deception in accordance with paragraph 1, the relevant course work shall be deemed not to have been completed.

(5) ¹Whoever disturbs the taking of an examination may be admonished by the respective examiners or invigilators. ²If the warnings are ineffective or if the disruption is serious, the candidate may be excluded from further performance of the examination. ³In this case, the examination board may assess the examination performance as "deficient (5.0)" or "failed". ⁴The reasons for the exclusion shall be recorded.

(6) ¹If a candidate attempts to influence the result of an examination when given access to their marked papers, the mark originally given by the examiner shall continue to apply. ²In addition, one of the repeat attempts specified in Section 20 (1), sentence 2 shall be cancelled. ³In extremely serious or repeated cases, the Examination Board can also declare the bachelor degree to have been completely failed.

(7) ¹Prior to a decision by the examination board, the examination candidate shall be granted a legal hearing. ²The examination candidate shall be informed of the decision in writing without delay, the reasons for the decision shall be stated and the candidate shall be informed of the right of appeal.

(8) ¹In addition, offences can be punished in accordance with Section 63 (5) of the Higher Education Institution Act of the Federal State of North Rhine-Westphalia ("HG"). ²Any person who intentionally attempts to influence the result of an examination for the benefit of another person shall also be deemed to have acted in breach of the regulations.

Section 25 Invalid examinations, revocation of bachelor degrees

(1) ¹If a candidate was admitted to an examination despite not meeting the requirements but was not guilty of deceit, and if this does not become unknown until after the final transcript of records has been presented, this error shall be deemed to have been corrected by the student's passing the examination. ²If the candidate gained admission to the examination wrongfully and intentionally, the relevant examination board shall decide what legal action is to be taken, taking into account the provisions of the Administrative Procedure Act of the Federal State of North Rhine-Westphalia ("Verwaltungsverfahrensgesetz des Landes Nordrhein-Westfalen" or "VwVfG NRW").

(2) If an examination candidate has cheated in an examination and this fact only becomes known after the certificate has been issued, the examination board may subsequently withdraw the assessment for the examination in which the examination candidate cheated, subject to the conditions of § 48 VwVfG NRW, and impose a sanction in accordance with § 24 appropriate to the seriousness of the cheating.

(3) Bachelor degrees can be revoked if it becomes apparent that they were obtained

deceitfully or if key requirements for the awarding of bachelor degrees were erroneously deemed to have been met.

(4) ¹Candidates must be given the opportunity to make a statement prior to the decisions described in (1) to (3) above being made. ²Responsibility for the decision lies with the Examination Board, which makes its decision taking into account the provisions of the Administrative Procedure Act of the Federal State of North Rhine-Westphalia (“Verwaltungsverfahrensgesetz des Landes Nordrhein-Westfalen” or “VwVfG NRW”). ³Once five years have passed since the date on the final transcript of records, decisions are no longer possible.

(5) ¹The incorrect final transcript of records and all incorrect attachments must be returned to the University and, where appropriate, new ones issued. ²If the student is deemed to have failed the entire programme, the Faculties shall revoke the student’s degree and ask them to return their certificate.

Section 26 Examination file, access to files

(1) ¹The Examination Board shall keep an examination file for each candidate. ²In particular, the file shall document the candidate’s examination attempts, their examination papers, the examiners’ reports on said papers, the examination records, examination results, calculations of marks and copies of the final transcript of records and certificate.

(2) Candidates can enquire about their examination results at any time, provided the necessary arrangements can be made.

(3) ¹Once an examination result has been announced, each candidate or a person authorised by the candidate may, on written request, be granted access to their examination paper for the examination in question and to the report and corrections made by the examiners or, in the case of oral examinations, to the examination record. ²As part of this access, the candidate or their representative must have the opportunity to make copies or photographs of the documents; any model solutions may not be copied or photographed, since they are not part of the candidate’s examination record. ³All other details regarding the access procedure, including a reasonable deadline for requesting access, shall be specified by the Examination Board. ⁴Once the deadline for requesting access has passed, access shall only be granted if the candidate can prove that their failure to comply with the deadline was due to reasons beyond their control. ⁵Candidates do not have any further rights of access.

(4) ¹With the exception of the provisions in sentence 2, the examination file shall be kept until the end of the fifth year following exmatriculation from the degree programme and shall be offered to the competent archives after expiry of the deadline; if the archives refuse to accept it, it must be destroyed. ²Written examination documents shall be offered to the archives two years after the announcement of the assessment, provided no legal dispute is pending; this shall apply accordingly to electronic versions; if the archives refuse to accept them, they must be destroyed. ³The academic degrees awarded and a catalogue of the final transcripts of records and certificates presented may be recorded in a register until the end of the fiftieth year after the student finishes the programme; the second half of sentence 1 also applies.

(5) ¹Examination questions, correction notes and examiners' reports of which a student becomes aware may not be passed on to third parties or published if they are protected by copyright. ²The thesis prepared by a student may only be published with the corresponding consent if a blocking notice has been agreed. ³This shall be without prejudice to justified interests in legal protection, for example in the form of disclosure to a commissioned lawyer.

Section 27 Completion of the programme and documents issued upon completion

(1) ¹The programme is deemed to have been successfully completed when the candidate has passed all of the required examinations and gained the necessary credit points in accordance with Section 5. ²Candidates who pass the degree shall be issued with a final transcript of records. ³The final transcript of records shall be signed by the Chair of the Examination Board and shows the overall mark awarded for the bachelor's degree, the marks awarded for each area of study, as well as the mark and title of the bachelor's thesis, and the name of the topic-setter. ⁴Marks shall be stated in both words and numerals. ⁵The date on the transcript is the date on which the last examination was taken or the credit for an examination was transferred. ⁶If the bachelor's thesis is the last examination component, the date on the transcript will be the date on which the thesis was submitted. ⁷An English copy of the final transcript of records shall also be issued. ⁸Only the German version shall be legally binding.

(2) ¹Students shall be presented with a bachelor certificate along with the final transcript of records to certify that the degree specified in Section 3 has been awarded; the certificate shall bear the same date as the final transcript of records. ²The bachelor certificate shall be signed by the Deans of the Faculties and the Chair of the Examination Board and marked with the Faculties' seal.

(3) ¹In addition to the final transcript of records and the bachelor's degree certificate, successful students shall be presented with a diploma supplement in German and English, with information about the subject matter covered by the completed programme and the academic and professional qualifications gained through the degree. ²The diploma supplement gives a description of the programme completed by the student. ³The transcript of records is a component of the diploma supplement. ⁴Candidates may request an overview of marks that illustrates the relative placement of their final mark within their programme. ⁵The parameters which determine this overview, including the reference group of each student, shall be determined by the Examination Board.

(4) ¹If a candidate has failed at the final attempt or dropped out of the programme or if he/she changes university, they can be issued a transcript of records on request, which shows the examinations taken, any additional academic work, their marks and credit points earned. ²This transcript must make it clear that the holder failed the programme.

Section 28 Transitional provisions

(1) ¹These Regulations shall apply to all students enrolled or admitted as cross-registered students for the first time or re-enrolled or are re-admitted as cross-registered stu-

dents having interrupted their studies, on the bachelor programme subject to these Regulations at the University of Cologne from the 2015/2016 fall term onwards.

(2) ¹Students already enrolled or admitted as cross-registered students on the bachelor programme subject to these Regulations at the University of Cologne on 30 September 2015 can continue their studies on the basis of these Regulations; credit for examinations already taken will be transferred. To change to these Regulations, students must apply to the Chair of the Examinations Board in writing; the change cannot be reversed.

Section 28a Expiry of Regulations

(1) ¹This Examination Regulation expires at the end of the 2024/25 winter semester. ²This does not apply to students who at this point in time only have to successfully complete the bachelor thesis according to section 21 at the end of their studies or have to acquire credit points in the field of Integral Studies according to section 8. ³Students who have not successfully completed their studies according to these examination regulations by the end of the winter semester 2024/25 shall be given the opportunity to continue their studies in their previous degree programme according to the conditions of the examination regulations for the Bachelor's degree programme in Health Economics (AM 5/2021) in the then valid version.

Section 29 Credit points for and scope of the bachelor degree

(1) In addition to the bachelor thesis (12 CPs) and the Studium Integrale (12 CPs), the bachelor degree includes:

1. Core and advanced section with the groups Basics, Health Economics and Methods of Health Economics, carrying 105 CPs,
2. Supplementary section with the groups Methods of Business Administration and Business Administration, carrying 21 CPs and
3. Specialisation section with the groups Specialisation Modules and Seminar, carrying 30 CPs.

(2) ¹In the core and advanced section as per (1) 1. above, candidates must earn 105 CPs. ²The detailed examination procedure is set out in the annex.

(3) ¹In the supplementary section as per (1) 2. above, candidates must earn 21 CPs. ²The detailed examination procedure is set out in the annex. ³Students decide on their module the first time they take an examination in that module. A default as defined in Section 16 (2) does not revoke this decision. ⁴If the student fails an examination for the first time in a given module, it is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁵Candidates who fail an examination in a module twice can no longer change module. ⁶They are not allowed to change any other module either.

(4) ¹Students may take an examination in the specialisation section as per (1) 3. above

if they have earned at least 45 CPs; this does not apply to the modules Studies Abroad in Health Care Management I (Bachelor) and Studies Abroad in Health Care Management II (Bachelor). ²Students must pass one module worth 6 CPs from the “Bachelor seminar” group and two modules worth 12 CPs each from the “Specialisation modules” group. ³The detailed examination procedure is set out in the annex. ⁴Students decide on their module the first time they register for an examination in that module. A de-registration or default as defined in Section 16 (2) does not revoke this decision. ⁵It is possible to change the module. This change requires the written consent of the chair of the Joint Examination Board. ⁶Candidates who fail an examination in a module twice can no longer change the module. ⁷In the specialization section, students can change their module two times maximum. ⁸It is impossible to change another module.

Section 30 Publication and entry into force

(1) These Regulations shall be published in the Official Notices (“Amtliche Mitteilungen”) of the University of Cologne.

(2) These Regulations shall enter into force on 1 October 2015.

Article II

The Examination Committee shall ensure that credit points already earned in modules which change in nature or scope or are dropped continue to be used towards the completion of the degree programme.

The Dean
of the Faculty of Economic and Social Sciences
of the University of Cologne
University Professor Ulrich W. Thonemann, PhD

The Dean
of the Faculty of Medicine
of the University of Cologne
University Professor Dr Gereon R. Fink

The structure of each programme can be seen in its module catalogue.