

Official Announcement

No. 43/2026



Published: 28.05.2026

Non-official version for reading purposes only

General Regulations concerning the Organization and Administration of Study Programs at Otto von Guericke University Magdeburg (AROSTA-2026)

Dated 27.05.2026.

On the basis of § 13, paragraph 1, sentence 1 in conjunction with § 67a, paragraph 2, no. 2 f) of the Saxony-Anhalt Higher Education Act as published in the announcement dated July 1st 2021 (Law & Ordinance Gazette LSA p. 368), most recently amended by the law dated 17th March 2026 (Law & Ordinance Gazette p. 81), Otto von Guericke University Magdeburg has enacted the following statute:

This English version is for information purposes only.

The legally binding version of this document is the German language version.

All liability for translation errors is excluded.

Published in German on May 28th 2026

under "[Amtliche Bekanntmachung Nr. 43/2026](#)"

Contents

I. Basic Principles	3
§ 1 Scope	3
§ 2 Purpose.....	3
§ 3 Obligations of the students with regard to organization and administration of studies	3
II. Organization of Studies	4
§ 4 Reference framework for evidence of language skills	4
§ 5 Program structure.....	4
§ 6 Student advisory service and course guidance	4
§ 7 Individualized part-time studies.....	5
III. Recognition / Crediting of Periods of Study and Results of Assessments and Examinations	5
§ 8 Procedural rules	5
§ 9 Deadlines, obligations and duties of cooperation.....	6
IV. Examination System	7
IV.a Officials / Responsibilities	7
§ 10 Board of examiners.....	7
§ 11 Examination office	8
§ 12 Examiners and assessors	8
IV.b Examinations / Organization of Exams	9
§ 13 Module examinations / examinations and pre-examination requirements	9
§ 14 Electronic examinations & assessments / remote electronic examinations	10
§ 15 Public access to oral examinations	11
§ 16 Protective provisions, compensation for disadvantages	11
§ 17 Admission to module examinations during the program	11
§ 18 Enrolling for and unenrolling from (module) examinations	12
§ 19 Failure to attend or withdrawal from a module examination (after enrolling).....	13
§ 20 Evaluation of examinations and assessments and calculation of module grades	13
§ 21 Repetition of module examinations / examinations or assessments	15
§ 22 Deception, infringement of regulations, obligation to provide notice of defects	15
§ 23 Right to view the examination files	16
§ 24 Invalidity of examination results.....	16
V. Final Thesis and Documents for Study Programs	17
§ 25 Formal provisions regarding the final thesis	17
§ 26 Confirmations, certificate and transcript.....	17
§ 27 Entry into force.....	18

I. BASIC PRINCIPLES

§ 1

Scope

- (1) These regulations govern matters relating to coursework and examinations for both Bachelor's and Master's study programs offered by Otto von Guericke University Magdeburg (OVGU) as well as other academic programs¹ to which OVGU provides access².
- (2) These regulations apply from the winter semester 2026/27 to all students enrolled at OVGU and further to
 - permitted cross-registered students in accordance with § 32a, para. 1 HSG LSA,
 - early students (with the right to take examinations) in accordance with § 32a para. 3 HSG LSA,
 - exchange students (incoming) in the faculties including participants in certificate courses, blended intensive programs and other short-cycle programs.
- (3) If there are regulations included in (general and specific) study and examination regulations (SERs) and other regulations that differ from the provisions in these regulations, the provisions of the AROStA apply, except in those cases in which the SER concerned expressly provides for a deviation from the AROStA.
- (4) Unless otherwise specified below, these regulations do not apply to parts of the program completed at other universities in the context of cooperative study programs.

§ 2

Purpose

Given the high level of integration between all faculties and study programs, the faculties will establish transparent and consistent procedures and create cross-faculty standards for the students in the areas of academic studies and teaching, particularly where cooperation between faculties is concerned.

§ 3

Obligations of the students with regard to organization and administration of studies

- (1) Students are obliged to keep themselves regularly informed about the organization of their program, and in particular with regard to examinations; in general this can be done via the OVGU website and the web pages of the responsible examination office and in particular by checking their personal student email inbox as well as by using the digital exam administration system.
- (2) Students must only use their personal student email address in order to verify their identity when communicating within OVGU.

¹ The term "academic programs" comprises all opportunities for study outside of study programs leading to a Bachelor's or Master's degree; including the program in Medicine, where applicable. In particular, the administration and marking of examinations on the program in Medicine is governed exclusively by the specific study and examination regulations applicable to the study program.

² for example, programs offered by the Language Center, the Center for Continuing Scientific Education (ZWW)

II. ORGANIZATION OF STUDIES

§ 4

Reference framework for evidence of language skills

The language of tuition and examinations is specified in the relevant SER. The SER may therefore require mastery of a language at a particular level on the part of the individual applying to take the course of study as a prerequisite for admission to the program.

Evidence must be provided in either German or English or in the form of a sworn translation; OVGU's reference framework for evidence of language skills applies. Additionally, further language levels or certificates as evidence for a specific language level may be required by the relevant SER.

§ 5

Program structure

- (1) Study programs, and especially courses that conclude with the awarding of a Bachelor's or Master's degree, have a modular structure. Modules are teaching and learning units that are self-contained in terms of content and time, which are usually concluded with a module examination. A certain number of Credit Points (CP) are awarded for each successfully completed module in accordance with the standard study and examination schedule. One module can consist of several courses/classes.
- (2) The number of credit points is derived from the required study effort described in accordance with the European Credit Transfer System (ECTS). The required study effort consists, among other things, in participation in classes, the preparation for and reviewing of classes, independently processing and consolidating the teaching content and evidence of academic achievements. One credit point generally corresponds to an effort of 30 working hours. In the case of full-time study programs, the workload per semester typically amounts to 30 CP.
- (3) These Regulations contain information of a general nature. For detailed orientation and planning of the study program, please also refer to the respective SERs and module descriptions plus the web pages of the study program / academic program. The module description sets out further detail (among other things requirements for participation in and admission to the modules, classes and examinations) and the semester plan; the semester-specific curriculum plan can be found in the digital course portal.

§ 6

Student advisory service and course guidance

- (1) Students may make use of general academic counseling at any time. In particular, this is useful in the following cases:
 - initial difficulties upon commencement of studies,
 - applying for recognition and crediting of prior achievements,
 - applying to study part time,
 - choice of areas of concentration,
 - significant failure to comply with the standard course duration,

- failed examinations,
 - change of course or university,
 - studying abroad and individual curriculum organization,
 - if applying for compensation for disadvantage.
- (2) The faculties offer course guidance. The relevant advisors are listed on the faculty websites. As a general rule, at the start of the program, additional introductory information sessions are also offered.

§ 7

Individualized part-time studies

In principle, it is possible for students to pursue an individualized part-time course of study in accordance with the framework regulations for individualized part-time study programs at OVGU.

III. RECOGNITION / CREDITING OF PERIODS OF STUDY AND RESULTS OF ASSESSMENTS AND EXAMINATIONS

§ 8

Procedural rules

- (1) Recognition of periods of study and results of assessments and examinations achieved within higher education in accordance with § 13 para. 2 HSG LSA either in Germany or abroad must be granted upon application. In the event of a change of study program or subject, periods of study and results of assessments and examinations achieved at OVGU may be recognized either upon application or as a matter of course. In the event of recognition as a matter of course, which must take place within three months of the commencement of studies, this shall be governed by the faculties in the section of the SER dealing with examination regulations. The state examination office is responsible for recognition and crediting on the study program in Medicine.
- (2) Recognition may be granted provided that there are no significant differences. The existence of a significant difference is determined in accordance with the provisions of the Convention on the Recognition of Qualifications concerning Higher Education in the European Region (Lisbon Convention) (Federal Law Gazette II 2007, p. 712) using the following comparison criteria: quality, learning outcome, level, scope and profile between the skills and knowledge acquired and those that are expected to be acquired on the program respectively. This shall be ascertained through an overall consideration and evaluation rather than a schematic comparison.
- (3) Skills and knowledge acquired outside of higher education in accordance with § 15 para. 4 HSG LSA may be credited toward the study program up to a maximum of 50 per cent, provided that the knowledge and skills to be credited can be taken into consideration in relation to the assessments and examinations that they are intended to replace and are equivalent in terms of content and level.
- (4) It is also possible to recognize or credit periods of study and achievements with conditions or to partially recognize them.

- (5) An examination cannot be recognized or credited if it has been irrevocably failed. If a legal relationship already exists at OVGU with regard to examinations due to a binding admission to an examination, the evaluation of the examination performance is subject to the (definitive) conclusion of the pending recognition / crediting process.
- (6) If module examinations are to be taken during the course in the chosen study program or academic program at another institution of higher education in Germany or abroad (e.g. as part of a period of study abroad), the students and the responsible board of examiners or a person authorized by the board of examiners shall conclude a mutually binding recognition agreement (Learning Agreement) before the start of the study visit. If it is not possible to complete the modules referenced in the Learning Agreement at the other higher education institution irrespective of the reason, the Agreement must be amended. The student must apply to the responsible board of examiners to make the change (Change Agreement) without delay, and this process must be completed by no later than the start of the external module examinations concerned. To the extent provided for in the SER, the student may declare that they will waive the right to (partial) recognition of individual completed modules.
- (7) If applied by both parties, the ECTS must be used for the evaluation. Otherwise, the credit points to be recognized must be determined in accordance with § 5 para. 2. Furthermore, where grading systems are comparable, the grades will be adopted and used in calculating the cumulative grade. The recognition will be noted in the final degree documents.
- (8) OVGU is endeavoring to produce an inter-faculty framework for the exercising of discretion in accordance with para. (2) and/or para. (3).

§ 9

Deadlines, obligations and duties of cooperation

- (1) Applications for recognition and crediting can be made after enrolling to the responsible board of examiners of the study program in question. Throughout OVGU, the deadline for applications in each winter semester is 30 November and 31 May in each summer semester.
- (2) Applications for recognition in connection with a study visit at another higher education institution in Germany or abroad can be made all year round in accordance with § 8 para. 6.
- (3) Once it has received all of the necessary documentation, the board of examiners responsible in accordance with para. 1 will rule upon the recognition and crediting within no more than 3 months of the application being made. In addition, it is the responsibility of the board to provide suitable information on recognition in domestic and international contexts in an appropriate manner.
- (4) The burden of proof in the event that the requirements for recognition are not met is borne, in accordance with para. 1, by the responsible board of examiners; in cases of doubt, recognition must be granted. In the case of examinations not taken at OVGU, the responsibility for providing sufficient information, especially original or sworn copies of certificates and grade transcripts as well as detailed module descriptions of the achievements to be recognized must be borne by the applicant. Decisions by the board of examiners to (partially) refuse recognition must be justified and the applicant must be provided with instructions on how to appeal.

- (5) The burden of proof that the requirements are met for the crediting of skills and knowledge gained outside of higher education shall be borne by the applicant.

IV. EXAMINATION SYSTEM

IV.A OFFICIALS / RESPONSIBILITIES

§ 10

Board of examiners

- (1) The faculty responsible for the study program or course shall establish the board of examiners by resolution of the faculty council and shall appoint the members thereof. One board may be responsible for more than one study program or course; the relevant SER sets out additional details.
- (2) The board is made up of at least five members, of whom at least three belong to the group defined in § 60 sentence 1 no. 1 HSG LSA (university lecturers) and one member each from the groups defined in § 60 sentence 1 no. 2 HSG LSA (research assistants and teaching staff with special responsibilities) and the status group defined in § 60 sentence 1 no. 3 HSG LSA (students). If more members who are entitled to vote belong to the board, § 61 para. 2 HSG LSA (absolute majority of seats and votes of the university lecturers) must be taken into account. The chairperson and their deputy must belong to the status group defined in § 60, sentence 1, no. 1 HSG LSA.
- (3) A representative of the responsible examination office, or, in the Faculty of Medicine, the head of the Office of the Dean of the Faculty of Medicine shall belong to the board as an advisory member (without a voting right) by virtue of their office. Additional advisory members of the responsible examination office may be appointed by the faculty council. Other individuals from OVGU may also be called upon in an advisory capacity.
- (4) The board of examiners is quorate when the majority of voting members is present and the voting members from the status group defined in § 60, sentence 1, no. 1 HSG LSA cannot be outvoted by the other voting members present. The board of examiners makes its decisions subject to § 61, para. 3, sentences 1 and 2 HSG LSA with a simple majority of the votes cast. In the case of an even split, the chairperson or, when absent, his or her deputy, shall have the casting vote.
- (5) The board of examiners is responsible for completing the tasks assigned to it by the relevant SER; it undertakes the proper planning, organization and administration of the examinations and notifying the candidates of the examination results via the exam administration system. This includes, subject to other agreements, modules and academic programs that have been exported to other faculties.
- (6) Provided that the relevant SER does not specify otherwise, the period of office of the voting members of the board of examiners is two years. Reappointments are possible. Members may stand down from their position. Serving members remain in post until their role is taken over by the members following on from them.
- (7) The chairperson of the board of examiners, or a person nominated by him/her shall represent the board of examiners both judicially and extrajudicially.

- (8) The board of examiners shall adopt rules of procedure. These govern the (revocable) assignment of tasks to members of the board or to other individuals in the faculty, decision-making by expedited or circular procedures and filing deadlines.
- (9) Unless the rules of procedure set out further rules for the holding of meetings, the chairperson convenes the board meetings, prepares the board resolutions, carries them out and reports on a regular basis on his or her activities.
- (10) The members of the board of examiners have the right to participate as observers when the examinations are held.
- (11) The meetings of the board of examiners are not held in public. The members of the board of examiners and, where relevant, individuals called upon in an advisory capacity, are subject to official confidentiality. If they are not government employees, members must make a pledge of secrecy to the chairperson.

§ 11

Examination office

- (1) The examination office responsible for the study program / academic program organizes the administrative preparation of the examination procedure and manages the study and examination data and documents. Furthermore, it supports the relevant board of examiners in executing its duties in the administrative sphere and informs and advises students regarding examination matters. Subject to other agreements, the examination office that offers the module or is responsible for the academic program is responsible for administering the examination process (cf. § 10 para. 5).
- (2) Decisions and other measures to be adopted, in particular regarding registration, cut-off and examination deadlines and regarding the setting of examination dates, will be announced by the examination office in the usual manner for the location. Admission to (module) examinations, the refusal of admission and the examination results are announced individually via the digital exam administration system.

§ 12

Examiners and assessors

- (1) The board of examiners or faculty council responsible for the study program or academic program appoints the examiners and expert assessors in the relevant semester. Changes to the appointment of examiners, including for repeat examinations, must be announced in good time.
- (2) Provided that the relevant SER does not state otherwise, university lecturers (cf. § 60, sentence 1, no. 1 HSG LSA), research assistants, provided that they carry out teaching duties, teaching staff and individuals with experience of professional practice and education are authorized to hold examinations.
- (3) Examinations and assessments may only be graded by individuals who themselves hold at least the same or an equivalent qualification to that being assessed by the examination; the relevant SER sets out further details.
- (4) Two examiners must be appointed for the evaluation of examinations and assessments

which must be passed in order to continue with the study program, and for the final written thesis. More than two examiners may only be appointed in justified exceptional circumstances.

- (5) The evaluation of oral examinations may be undertaken by two examiners (panel examination) or one examiner in the presence of an expert assessor.
- (6) In the case of cooperative study programs where examiners from another university participate in the examination process, the proper appointment procedure for examiners from the other university at each university must usually be ensured by a cooperation agreement.
- (7) Students may propose examiners for oral examinations and the final thesis. This proposal shall not, however, be legally binding.
- (8) The examiners shall carry out their duties independently and on their own responsibility.
- (9) Students must be notified in a suitable manner of the names of the examiners and expert assessors in good time before the examination by the faculty council or board of examiners.

IV.B EXAMINATIONS / ORGANIZATION OF EXAMS

§ 13

Module examinations / examinations and pre-examination requirements

- (1) The respective SER of the study program or academic program specifies the possible types of examinations and assessments or pre-examination requirements for module examinations. The type, form and scope of the pre-examination requirements, examinations and assessments for the relevant module are specified in the SER or module description. Changes for a particular semester must be announced in a suitable manner by the start of the examination registration period, typically via the examination schedule.
 - a) The type of examination refers to the general category / type of examination used to evaluate the knowledge and skills acquired by a student within the framework of competence-oriented assessment. It specifies the main focus on which the assessment is based in terms of design, for example, by distinguishing between written or oral assessments.
 - b) The form of examination describes the specific method used for administering a particular type of examination. This comprises the following distinguishing criteria: physical presence or (online) computer-based, in a specific location or anywhere, and with or without supervision.
 - c) The scope of a module examination describes the list of all examinations, assessments and pre-examination assessments of a module including the mandatory elements as well as the duration / extent taking into account an appropriate examination burden. This means, for example, that in the case of a written exam for a module worth 5 CP that it should not exceed a total of 90 minutes and in the case of a module worth more than five CP, it should not exceed a total of 120 minutes.

- (2) Alongside the type and scope of examination(s) per module, the relevant module description should mention any binding participation requirements incl. pre-examination assessments during the semester. The form of examinations must be shown either in the module description or the examination schedule. Binding participation requirements for the module are semester-specific requirements which must be shown to have been met before a student is allowed to participate in the module. Examinations and assessments may be graded or ungraded; the relevant SER may choose to designate ungraded assessments as academic achievements too. Pre-examination assessments are ungraded proofs of performance throughout the semester, which are prerequisites for admission to the examination (for example written exam) for the module.
- (3) A module exam usually comprises only one examination. In exceptional cases it can also consist of several exams/assessments that all contribute to an overall grade. Multiple examinations/assessments are only permitted provided that the principles of competency-based assessment are maintained, provided that the total workload in the module is taken into account and presented in a didactically justified examination concept related to the study program and regularly evaluated with input from the students.
- (4) The examiners must ensure that the choice of examination type/form and the questions posed are suitable for assessing both the skills and capabilities to be acquired as set out in the module description and the knowledge that must be demonstrated given the prescribed learning objectives in a competence-oriented manner. When selecting the type/form of examination, the principle of equality of opportunity for all candidates must be given adequate consideration.
- (5) For module examinations / pre-examination assessments in other faculties in the case of module export/import, other universities on cooperative study programs, on the study program in Medicine, the Language Center, on advanced programs, certificate courses or short-cycle programs, the regulations announced by the relevant faculty or institution/university responsible for the module apply, especially with regard to the organization of exams.

§ 14

Electronic examinations & assessments / remote electronic examinations

- (1) Depending on suitability and irrespective of what is set out in an SER, written examinations may also be administered electronically. An electronic assessment is an examination which is set, completed and often also marked and inspected with the aid of a computer. It may be held in a specific place or anywhere, with or without supervision.
- (2) If the examination is administered electronically, steps must be taken to guarantee a level playing field by means of tools to prevent attempts at cheating (for example a declaration of originality), to establish the identities of the participants, to monitor and inspect the examinations, to ensure data protection rules, and in particular those concerning data security and integrity, and otherwise to document and archive the examination in such a way that adequate protection is offered against subsequent alteration. Students must be given sufficient opportunity before the examination to familiarize themselves with the electronic examination system.

- (3) Remote electronic examinations are permitted pursuant to the applicable version of the ordinance on testing remote electronic examinations at universities in the state of Saxony-Anhalt (EFPrVO-LSA) as well as the OVGU regulation concerning the administration of remote electronic examinations (EFPO).

§ 15

Public access to oral examinations

As long as they themselves are not registered to take the same examination, students of this program or course who have yet to successfully complete the respective examination may attend the oral exams as observers, provided that the examination candidate agrees to this. This, however, does not include the counseling and notification of the candidates of their results. The relevant subject-specific study and examination regulations may stipulate otherwise.

§ 16

Protective provisions, compensation for disadvantages

- (1) The protective provisions pursuant to the Maternity Protection Act and, in accordance with the time limits set out by the Federal Parental Benefit and Parental Leave Acts regarding parental leave and/or the Home Care Leave Act and in accordance with the Family Care Leave Act, are to be taken into account appropriately in applying the relevant SER, especially concerning the calculation of time limits, and their use is to be facilitated.
- (2) During a leave of absence granted on the grounds of family responsibilities, students are free to continue with their studies and examinations. Family responsibilities include maternity leave, parental leave or caring for a close relative as defined by § 7 para. 3 of the Home Care Leave Act.
- (3) Students with disabilities or chronic illnesses or longer-lasting illnesses who are unable to sit a module examination wholly or partly in the prescribed type or form, must be enabled by the responsible board of examiners to take an alternative type or form of examination, provided that they have applied for compensation for disadvantage and a detailed doctor's certificate or other suitable proof is presented in relation to a long-term, compensable complaint.

If this is required in order to achieve equality of opportunity, the compensation for disadvantage may, for example, be granted in the form of additional tools or aids/assistants, a reasonable extension to the time allowed to complete the assessment or by means of the right to take another type of examination or in a different format.

- (4) The application in accordance with paragraph 3 must be made in writing to the responsible board of examiners and at the latest upon enrollment for the module examination.

§ 17

Admission to module examinations during the program

- (1) Any person who falls within the scope of § 1 para. 2 may be admitted to the module examinations by the board of examiners.

- (2) Registering for a module examination is a formal application for admission. If admission is granted, its validity is limited to the semester in which the application was made.
- (3) Admission will be refused by the board or examiners if:
 - (a) the requirements pursuant to para. 1 are not met,
 - (b) the module-specific participation requirements are not met,
 - (c) the module-specific pre-examination requirements have not been satisfied,
 - (d) the module examination has been irrevocably failed or is deemed to have been irrevocably failed,
 - (e) the registration is not undertaken in due time or form.
- (4) If, in the case of a stay at another higher education institution in Germany or abroad, a learning agreement or change agreement pursuant to § 8 para. 6 has been concluded, this includes admission to the module examinations covered by the agreement.

§ 18

Enrolling for and unenrolling from (module) examinations

- (1) Enrollment for the respective module examination is via the digital exam administration system, or in special exceptional cases via the responsible examination office.
- (2) For module examinations that are sat in the regular examination period in accordance with the academic calendar, in the winter semester registration is during the period from 15.11 to 30.11 and in the summer semester from 15.05–31.05.
- (3) For all module examinations that take place outside of the regular examination period in the academic calendar, registration in the winter semester must take place by no later than 30.11 and in the summer semester by no later than 31.05.
- (4) For examinations planned subsequently in exceptional cases and re-sits within the same semester, the board of examiners responsible for the module shall set a two-week registration deadline for these examinations, subject to individual coordination between the examination candidate and the examiners, and where relevant, expert assessors. Examinations of this kind that are planned subsequently and re-sit examinations are open to all students.
- (5) Anyone admitted to the module examination may unenroll from the exam by no later than three calendar days³ before the date of the first part of the exam, without giving reasons. This will usually be in digital form via the digital exam administration system at OVGU. Admission to the examination at a later date must be applied for separately by enrolling for the exam in the corresponding enrollment period.

³ When calculating the deadline, the day of the examination is not included.

§ 19

Failure to attend or withdrawal from a module examination (after enrolling)

- (1) If the examination candidate does not attend the examination (default) or withdraws from the exam without a good reason after the deregistration period has expired, the examination will be deemed to have been failed. If a written examination is not submitted by the prescribed date, the legal consequence of sentence 1 applies, unless the examination candidate was not responsible for missing the deadline.
- (2) If a good reason for the default or withdrawal is to be provided, this must be submitted in writing immediately to the responsible examination office or in digital form by email and must be credible.
- (3) If the reason is a health impairment, the examination office shall decide if the candidate was incapable of sitting the examination due to illness on the basis of a detailed doctor's certificate that must be submitted as evidence (confirmation of inability to sit the examination). The same applies in the case of proven illness of a child or other relative requiring care by the examination candidate. The certificate must be submitted immediately, but at the latest within three working days of notifying the examination office. The examination office shall decide upon exceptions to this rule. If there are sufficient grounds to suspect that the student was capable of sitting the examination and to suggest that more evidence is required, the responsible board of examiners may request a doctor's certificate from a medical officer at OVGU at its own cost.
- (4) In cases deviating from para. 3, the responsible board of examiners shall decide upon the basis of the information supplied in accordance with para. 2 whether or not there is a good reason for the default.
- (5) The examination candidate must be notified of the decision without delay. If the reason given is accepted, the examination attempt will be retained by the candidate. Otherwise, the adverse decision that the module examination is considered to have been failed must be communicated in writing to the examination candidate with reasons.

§ 20

Evaluation of examinations and assessments and calculation of module grades

- (1) A module examination is successfully completed when the necessary assessment(s) and examination(s) and any pre-examination assessments have been undertaken and the overall module examination in accordance with the module description has been graded with at least "sufficient" or "passed".

- (2) If a grading takes place at all, the following grades must be used to evaluate examinations / assessments and to calculate the module grade:

Grade	Grade value	Grade	Definition
1	up to and including 1.5	Very good	An outstanding performance
2	1.6 up to and including 2.5	Good	A performance which is significantly above average
3	2.6 up to and including 3.5	Satisfactory	An average performance
4	3.6 up to and including 4.0	Sufficient	A performance which, in spite of its shortcomings, is considered to be sufficient
5	Over 4.0	Insufficient	A performance which, because of substantial shortcomings, does not meet the requirements

For the sake of greater differentiation, individual grades may be rounded up or down by 0.3; this does not apply to the following grades: 0.7, 4.3 and higher.

- (3) If an examination is assessed by several examiners and if the individual grades awarded by the examiners as set out in para. 2 differ from one another, the arithmetic average (numerical value) will be calculated. In accordance with paragraph 2, the grade for the examination shall be the grade closest to the arithmetic average of the individual grades in accordance with the intermediate values in para. 2; in case of doubt, the better grade of the two is to be awarded.
- (4) If the module examination consists of several graded examinations/assessments, the module grade shall be the arithmetic average of the grades awarded for the assessments cut off to one decimal place. The relevant SER may allow for an alternative weighting in the module description and a differentiated evaluation in accordance with the intermediate values set out in para. 2. The relevant SER or module description may also specify whether each examination/assessment in accordance with sentence 1 must be graded with at least “sufficient”.
- (5) Subject to the weighting of the overall grade in the relevant SERs, the awarding of the grade will be in accordance with para. 2. If the overall grade is at least 1.2, the qualification will be awarded with the additional remark “passed with distinction”.
- (6) Subject to an alternative arrangement for ensuring the absolute and relative pass mark and the sliding scale pass mark in the relevant SER, the following applies for a preliminary assessment / final examination using the multiple choice method: a multiple choice preliminary assessment / examination is deemed to have been passed if the examination candidate achieves at least 50 per cent of the possible score (absolute pass mark). The examination is also deemed to have been passed if the points score achieved equates to at least 50 per cent of the average score of the best 5 per cent of the individuals participating in the written exam (sliding scale pass mark) and at the same time does not fall below 40 per cent of the maximum achievable score (relative pass mark). The difference

between the relative and absolute pass marks shall be added for each individual examined in order to calculate the individual examination results. This paragraph shall only be applied if the proportion of examination questions in the multiple-choice examination exceeds 50 percent.

§ 21

Repetition of module examinations / examinations or assessments

- (1) In order to successfully complete the study program, module examinations (including exams and assessments and any pre-examination assessments) in compulsory modules that have not been passed or are deemed not to have been passed must be repeated; there are – subject to other regulations in the relevant SER or in relation to the final thesis module – two opportunities to repeat exams.
- (2) Students require separate admission in accordance with § 17 for each re-sit examination.
- (3) Any deadlines for registering for repeat examinations are set out in the relevant SER, if applicable.
- (4) The relevant SER sets out whether two or an unlimited number of opportunities to re-sit examinations will be granted for module examinations in compulsory elective modules that have not been passed or are deemed not to have been passed. Provided that the relevant SER does not state otherwise, it is not necessary to utilize the opportunities to repeat the module examination in a compulsory elective module, instead an alternative compulsory elective module may be chosen.
- (5) A passed module examination may not be repeated unless the relevant SER states otherwise. The relevant SER may provide for exceptions.
- (6) If students have lost their entitlement to be examined (final failure of a compulsory module exam), the board of examiners will issue a corresponding decision that the qualification in the chosen study program is considered to have been failed.

§ 22

Deception, infringement of regulations, obligation to provide notice of defects

- (1) If an examination candidate should attempt to influence the result of an examination through deception, use of banned aids, unauthorized help from third parties or by influencing the examiners or individuals involved in any matters concerning the examination (e.g., invigilators), the examination concerned shall be deemed to have been graded as “insufficient” or “failed”. Making use of unauthorized aids after the start of an examination shall always be deemed to be an attempt at deception within the meaning of line 1.

In the event of a repeated or especially serious attempt at deception, the board of examiners may, after finally ascertaining the facts of the act of deception, initiate an administrative procedure for exmatriculation in accordance with § 30, para. 3, 4 HSG LSA.

- (2) If a candidate disrupts the proper process of an examination, especially through an attempt at or enabling of deception by a third party, by contravening instructions (e.g., submission time limit for the examination) from the examiners or invigilators, or prevents

the inspection by the examiners or invigilators of permitted aids for unauthorized alterations, the candidate may be excluded from the remainder of the examination by the examiners or invigilators. If this is the case, their examination will be graded as "insufficient" or "failed". In serious cases, the board of examiners may exclude the candidate from taking further examinations/assessments or initiate an administrative procedure to exmatriculate them in accordance with § 30, para. 3, 4 HSG LSA.

- (3) The examination candidate is obliged to take their exam / assessment independently without unauthorized external assistance and taking into account the general principles of good academic practice.
- (4) Disruptions in the run-up to the examination or during the course of the exam must be reported immediately, if and as soon as it is possible and reasonable to do so. Participation in an examination without protest and with knowledge of relevant impairments excludes any subsequent appeal on the basis of impairments of this nature by the examination candidate.
- (5) Adverse decisions in accordance with this paragraph must be communicated to the examination candidate immediately in writing and must be justified. Prior to the decision he or she must be given the opportunity to make representations.

§ 23

Right to view the examination files

- (1) Students may be granted the right to view the examination files upon written application. The application must be made to the responsible board of examiners within a cut-off period of one year from issuing of the certificate. The chairperson of the board of examiners will determine the time and place for reviewing the documents.
- (2) After completion of each module examination, including any re-sits, the examiners must grant the students the opportunity to view their completed module examination during the course teaching time and at the latest by the start of the examination registration period in the following semester.

§ 24

Invalidity of examination results

- (1) If an examination candidate cheats during an examination or assessment, the board of examiners may declare that the examination or assessment has been failed either partially or in full.
- (2) If the conditions for admission to the examination were not met but without any intentional deception, the deficiency is deemed to have been righted if the examination was passed.

If a student has deliberately used unfair means to gain admission to an examination, the board of examiners, taking into consideration relevant legal provisions, will rule upon the revocation of unlawful administrative acts.

- (3) Prior to such a decision being made, the affected student is to be given the opportunity to make a statement on the matter to the board of examiners.

- (4) The incorrect transcript must be recovered, and if necessary, replaced with a new transcript or attestation in accordance with § 26 para. 7. The degree certificate must be withdrawn if the degree is deemed to have been failed as a result of the act of deception.

V. FINAL THESIS AND DOCUMENTS FOR STUDY PROGRAMS

§ 25

Formal provisions regarding the final thesis

- (1) To the extent that the SER requires an application for admission to the final written thesis, this must be directed to the responsible examination office primarily by email.
- (2) The final thesis must be submitted in due time – including in the case of group theses – to the examination office responsible for the study program. If the submission date falls upon a weekend or a public holiday, the next working day shall be deemed to be the final date for submission. The thesis must, unless otherwise required by the relevant SER, be transmitted to the examination office in digital format (unmodifiable PDF format) via email from the personal student email address. Students must educate themselves about any (technical) requirements concerning the unmodifiability of the PDF document to be submitted by contacting the relevant faculty. The thesis will, where necessary, also be checked with the assistance of corresponding software for plagiarism and adherence to standards of academic probity. Other requirements (need for and number of printed copies to be submitted, other format for the thesis, etc.) must be set out in the relevant SER and announced in advance in a suitable manner by the examination office.
- (3) Upon submission of the final thesis, the students – subject to any further general regulations in force at faculty level – must assert in writing that they have written the thesis independently – or in the case of a group thesis, the correspondingly labeled part of the thesis – and that no other sources and aids than those listed were used and in the event that versions have been submitted in different ways (digital and print format), that both are identical. It must also be declared that the work has not already been examined as an assessed piece of work on another study program. The declaration must, provided that the relevant SER does not stipulate otherwise, also be transmitted via the student's personal student email address in order to ensure authenticity when the thesis is submitted digitally.

§ 26

Confirmations, certificate and transcript

- (1) The transcript concerning the successfully completed study program should be issued before four weeks have elapsed; under all circumstances it must have been issued before three months have elapsed. The transcript shall bear the date on which the last examination was completed. It must be signed by the chairperson of the board of examiners or their deputy and stamped with the OVGU stamp.
- (2) The transcript must include the names of the study program, the grade and title of the final thesis as well as the overall grade.

- (3) An appendix to the transcript furnished with the university seal must contain all completed modules including the number of CPs and grades awarded for them (transcript of records). On request, additional study and examination achievements will also be listed.
- (4) Students receive their degree certificate with the transcript. It certifies the awarding of the degree earned through the study program, effective from the date of the transcript. The certificate will be signed by the Dean or the Vice-Dean of the faculty and furnished with the OVGU seal. The final degree documents will be issued in German and English as a matter of course.
- (5) Together with their transcript of records, students shall receive a Diploma Supplement at least in the English language.
- (6) If students choose to leave OVGU or change their program of studies, upon application they will be issued with a certificate showing the examinations taken and grades achieved thus far at OVGU. The request for this must be directed to the examination office.
- (7) If the degree is not passed or is deemed to have been failed, then the board of examiners will notify the individual concerned of this fact, including a transcript containing the grades for the examinations taken.

VI. FINAL PROVISIONS

§ 27

Entry into force

These regulations will enter into force on the day they are published in the official announcements of OVGU.

Issued on the basis of the resolution by the Senate of OVGU on May 20th, 2026, and the approval of the President.

Magdeburg, 27.05.2026

Professor Dr.-Ing. Jens Strackeljan
President
of Otto von Guericke University Magdeburg