

## **Master's Examination Bylaws**

### **for the Master's programme in International Strategic Management**

### **at the SRH University of Applied Sciences, Berlin**

*AC-Decision of 11 June 2008*

#### **Master's examination (MA examination)**

(1) The ultimate aim of the MA examination shall be to determine whether students have developed in-depth, subject-specific knowledge over the course of their studies and are capable of applying academic methods and problem solving approaches in new, unfamiliar environments within broader or multidisciplinary contexts related to their field of study. Oral examinations will be conducted by two examiners.

(2) The MA examination consists of:

- a) a Master's thesis,
- b) an oral MA examination.

(3) As a rule, students may progress to the thesis-writing stage after having successfully completed all modules. Exceptions are subject to approval by the examination board.

(4) Students successfully completing the course are awarded an MA certificate, transcript and diploma supplement.

### **Master's thesis (MA thesis)**

(1) The Master's thesis shall demonstrate that students have acquired comprehensive and advanced academic knowledge and the ability to apply this knowledge to complex situations, thereby proving that they are capable, within the allotted time, of independently analyzing relevant problems arising from practice in a multidisciplinary context. The thesis shall also demonstrate that students are capable of applying scientific methods and the latest research in one or more specialist areas, and of addressing the practical consequences of their professional solutions. Students are allotted 600 hours over a maximum of 22 weeks to work on their thesis. In exceptional cases, the student may submit a petition for an extension of a maximum of two weeks. Extensions are subject to approval by the examination board.

(2) Students must submit thesis proposals in writing to the academic office. On behalf of the examination board, the chair of the examination board sets deadlines for thesis proposal submission.

Proposals must contain the following:

- a) Proposed research topic
- b) Working hypothesis
- c) Proposal for a first and second examiner and corresponding letter of agreement

(3) The examination board must approve the thesis topic. The board is not bound by the students' proposal. The examination board appoints the first and second examiner for the Master's thesis. The examination board may appoint as examiners external practising experts from the field, who are not part of the teaching staff at the SRH University of Applied Sciences, Berlin at the time of assessment. With due cause,

the examination board may also appoint teaching staff from other universities as examiners in exceptional cases. At least one of the examiners, usually the primary examiner, must be a full-time member of the teaching staff at the SRH University of Applied Sciences, Berlin.

(4) The examination board will notify the student of its decisions regarding thesis topic, examiners and deadline. This may be done via the SRH Board and notices. The date of issuance must be documented.

(5) Students must submit three printed and bound copies of the Master's thesis to the academic office. As a rule, it should not exceed 60 DIN-A4 pages with standard characters and paragraph formats (max. 12 pt, max. 1.5-line spacing, max. 3-cm margin.) In addition, students must submit an electronic copy of their thesis, together with PDF documents and Internet sources used.

(6) The thesis must be accompanied by a written statutory declaration confirming that the thesis is the student's own work, and that no other sources or quotes were used, other than those acknowledged. The thesis must be submitted by the agreed deadline and the time of submission must be documented. In cases where the thesis is not submitted personally before the deadline, the postmark will be regarded as the date of submission. Theses not submitted by the specified deadline will be marked as "failed".

(7) Following completion of the MA examination, good and very good Master's theses will be incorporated in the library of the SRH University of Applied Sciences, Berlin, with due regard for data protection concerning the contents of the thesis and provided the student raises no objection.

(8) The first examiner will perform the initial assessment of the Master's thesis and will provide written justification of the assessment. The second examiner may provide a different assessment with good reason. The mark awarded to the Master's thesis constitutes the arithmetic mean of the individual assessments. If the individual assessments differ by more than two degrees on the grading scale, the examination board will appoint a third examiner to assess the Master's thesis. However, the Master's thesis may only receive a mark of "pass" or higher if the individual marks are "pass" or higher. Students may change their topic upon request and in consultation with the first examiner only once and within one week after issuance. This has no bearing on the specified deadline. In such cases, the topic is then considered unissued.

### **Master's oral examination (MA oral examination)**

(1) The oral examination is based on the Master's thesis. Students shall prove that they are able to independently discuss multidisciplinary, application-oriented, complex and practice-oriented issues, while applying academic principles and taking into account the latest findings in their field. They should also demonstrate the ability to appropriately set out and justify their arguments in new and unfamiliar contexts.

(2) The MA oral examination is conducted as an individual examination. The examination generally lasts for 20 minutes per student.

(3) The first and second examiners award the mark for the MA oral examination. The first examiner has the right to make recommendations. Students will receive their mark immediately following the examination.

(4) The subject, course and result of the MA oral examination must be recorded in minutes which are to be signed by all examiners involved and included in the examination files. As a rule, the second examiner should take the minutes. Differences of opinion should also be recorded.

(5) Guests may sit in on the MA oral examinations provided the student under examination is in agreement and the examiners feel it will not disturb the proceedings. This does not apply to the deliberation phase and the notification of results.

### **Marks and passing the Master's**

(1) In order to receive a passing grade, the Master's students must pass both examination sections (oral and written). If students fail the written section, they will not be permitted to sit the oral examination and will fail the entire module. If students fail the oral examination, they must take a one-off oral resit. If students fail the one-off resit, they fail the entire module. Students may resit a failed module once (cf. Section 5 Paragraph 1 of the General Examination Regulations).

(2) The thesis and the oral examination represent 75 per cent and 25 per cent respectively of the final mark. The MA examination is worth 20 credits, which equates to 600 study hours. To pass the MA examination, students must receive a mark of "pass" or higher for all examination sections.

**These bylaws come into effect when published in the newsletter of the SRH University of Applied Sciences, Berlin.**