

**Regulations of the faculties Biosciences, Medicine, Biochemistry, Chemistry  
and Pharmacy as well as Psychology and Sports Sciences of the Johann  
Wolfgang Goethe University Frankfurt am Main**

**for the Master's degree programme "Interdisciplinary Neuroscience" leading  
to award of the degree**

**"Master of Science (M. Sc.)**

**from July 28, 2015**

Based on §§ 20, 44 Paragraph 1 No. 1 of the Hessian Act on Higher Education in the version from 14 December 2009, last altered by the law passed on 27 May 2013, the faculty board of the faculties Biosciences, Medicine, Biochemistry, Chemistry and Pharmacy as well as Psychology and Sports Sciences of the Johann Wolfgang Goethe University Frankfurt am Main agreed on June 8 and July 13 upon the following set of regulations for the Master's degree programme Interdisciplinary Neuroscience. This set of regulations has been authorised by the presidium of the Johann Wolfgang Goethe University according to § 37 Paragraph 5 Hessian Act on Higher Education on July 28, 2015. It is hereby announced.

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**List of Abbreviations:**

CP	<i>Credit Points</i>
Ex	Excursion
GVBl.	Gazette of laws and ordinances of the province of Hess
HHG	Hessian university law of 14 December 2009 (GVBl. I, page 666 ff).
HlmmaVO	Hessian regulations on enrolment at universities including for part-time study, Hessian regulations on study credits and the processing of personal data at Hessian universities of 29 December 2003 (GVBl. I, no. 1, page 12 ff.) in their currently valid version/s.
Ko	Colloquium
MA	Master's degree thesis
M.Sc.	Master of Science
PM	Obligatory module
P	Practicum
RO	Framework regulations for tiered and modular degree programmes which are offered by Johann Wolfgang Goethe University Frankfurt am Main from 30 April 2014
S	Seminar
SWS	Semester weekly hours
Ü	Exercises
V	Lecture
WP	obligatory module choice

**Section I: General Points**

### **§ 1 The area of validity of the regulations (RO: § 1)**

This set of regulations contains the degree programme specific regulations for the Master's degree programme Interdisciplinary Neuroscience. It applies when used in combination with the framework regulations for tiered and modular degree programmes which are offered by Johann Wolfgang from 30 April 2014, UniReport statutes and regulations from July 11, 2014 in the respective currently valid version, hereinafter referred to as the framework regulations (RO).

### **§ 2 Purpose of the Master's examination (RO: § 2)**

1) The Master's degree studies finish with a second qualification for entry into a profession. The Master's examination serves to determine whether the student has achieved the goal for taking the Master's degree programme. The examinations occur cumulatively, that is the sum of the module examinations taken during the Master's degree programme Interdisciplinary Neuroscience, including the Master's thesis, constitute the Master's examination.

(2) The cumulative Master's examination is intended to determine whether the student has acquired sufficient specialist knowledge in the examination areas and also has the ability to use basic scientific methods and knowledge, independently, as well as being prepared to enter into professional practice or a consecutive course of studies.

### **§ 3 Academic degree (RO: § 3)**

Upon successful completion of the course of studies and upon passing of the examinations, the faculties Biosciences, Medicine, Biochemistry, Chemistry and Pharmacy as well as Psychology and Sports Sciences award the academic degree Master of Science, abbreviated as M.Sc..

### **§ 4 Standard period of study (RO: § 4)**

(1) The standard period of study for the Master's degree programme Interdisciplinary Neuroscience is 4 semesters. The Master's degree programme can be completed in a shorter period of time.

(2) If additional requirements were imposed of more than 7 CP up to a maximum of 37 CP in order for working towards equivalence of completion of studies for access to the Master's degree programme according to § 8 Abs. 3, the standard period of study is extended by one semester, and for additional requirements of more than 37 CP up to a maximum of 60 CP, by two semesters.

(3) The Master's degree programme Interdisciplinary Neuroscience is a consecutive Master's degree programme. For consecutive degree programmes the total standard period of study for full-time study is five years (10 semesters).

(4) As part of the Master's degree programme Interdisciplinary Neuroscience it is necessary, according to § 13 to achieve 120 credit points – hereinafter referred to as CP.

(5) The faculties Biosciences, Medicine, Biochemistry, Chemistry and Pharmacy as well as Psychology and Sports Sciences provide a course of study on the basis of these regulations and ensure that fixed suitable examination dates are set so the course can be completed within the standard period of study.

#### **§ 5 Studying abroad (RO: § 5)**

(1) During the period of studying on the Master's degree programme we recommend planning in an appropriate period of studies at a foreign university. Connections which exist between the Johann Wolfgang Goethe University and foreign universities can be used, information about it can be obtained in the Academic Advisory Service and in the International Office.

### **Section II: Objectives of the degree programme; beginning the degree programme and entrance requirements to take the course**

#### **§ 6 Objectives of the degree programme (RO: § 6)**

(1) The general aim of the Master's programme is to provide further training in current sub-disciplines in neurosciences. Through broad training in different methods and concepts in neurosciences, the student should be able to carry out interdisciplinary research. The Master's programme should provide the student with the necessary knowledge and competence to be able to independently pursue scientific thinking as well as act responsibly.

(2) The Master's programme is research orientated and upon completion should enable graduates to quickly familiarise themselves with new developments, get used to new areas of work and even to contribute to further developments in their field of science and technology. The expertise required for a transition into professional practice should be acquired during the four semesters of the Master's programme.

(3) The broad course of studies should qualify the candidates for demanding positions in science, research and teaching. Potential areas of work for the Master's programme graduates are, for example, independent neuroscience research, marketing or public relations in science, medicine and industry.

#### **§ 7 Beginning the degree programme (RO: § 7)**

The degree programme can only be started during the winter semester.

#### **§ 8 Prerequisites for approval to take the Master's degree programme (RO: § 9)**

(1) Applications for admission to the Master's degree programme Interdisciplinary Neuroscience should be submitted to the examining board or to an office designated by the President of Johann Wolfgang Goethe University. The examining board regulates details of the application

process and decides on admission of the applicant. Paragraph 10 Sentence 2 remains unaffected by this. In as far as the Master's degree programme is subject to an admission restriction, the provisions of the university selection statute in its currently valid version must be observed.

(2) A general eligibility requirement to take the Master's degree programme is

- a) verification of completion of a Bachelor degree programme in Biosciences, Medicine, Psychology, Chemistry, Physics or with a standard period of study of 6 semesters or
- b) verification of at least an equivalent degree from a German university or a German polytechnic in a related subject with a standard period of study of at least six semesters or
- c) verification of at least an equivalent foreign degree in the same or related subject with a standard period of study of at least six semesters.

(3) In the cases of paragraphs 2 b) and c) the admission can occur subject to delivery of additional course performances and passing of module examinations until equivalence with the Bachelor degree programme Biosciences at Johann Wolfgang Goethe University with a scope of a maximum of 30 CP is awarded.

The additional performances are not a component part of the Master's examination. In a case of imposed additional requirements the studies can be extended appropriately. The examination committee, in a notification of admission, determines the time limit within which verification of fulfilment of the additional requirements must be delivered. Paragraph 8 Sentence 2 remains unaffected. If the additional requirements are not fulfilled as required the decision associated with them is to be revoked.

(4) Regulations for special entry requirements will be regulated in Appendix 1.

(5) For international applicants proof of German language proficiency at level B1 of the "Common European Framework of Reference for Languages from the Council of Europe" from September 2000 is recommended.

(6) One further eligibility requirement is demonstration of a command of English at the language level C 1 (z.B. TOEFL 100, IELTS 6,5), but at least B 2, of the "Common European Framework of Reference for Languages from the Council of Europe" from September 2000. Native English speakers are exempt from the obligation to provide evidence and so are applicants showing an at least one-year-long study or occupational stay in an English-speaking country within the last three years. The command of language can be demonstrated by an in English written Bachelor thesis.

(7) If the final examination certificate for the Bachelor degree is not yet available at the point in time of applying for a Master's university place the application can be supported instead based on a certificate of admission to study and on a special certificate. This must be based to at least 80% on examination performances delivered for the CP needed for a Bachelor degree, must contain a provisional average grade which is calculated based on these examination performances according to the respective set of regulations, and which was issued by the office for creating certificates of the previous university. The provisional average grade is taken as the basis for the procedures to determine aptitude as long as the final grade is not verified before completion of the process. Admission on the basis of the special certificate occurs with the provision that the Bachelor certificate will be submitted by the end of the first semester. If this verification is not produced on time, the admission expires and the enrolment is to be retracted.

(8) The examination committee will decide about existence or not of the eligibility requirements and, if necessary, the provisional admission according to Paragraph 9. The committee may also

appoint an admissions committee to carry out this task. Further regulations can be found in Appendix 1: Paragraph 1 Sentence 4 remains unaffected.

(9) If the eligibility requirements have been met the student will be approved and admitted by the President of Johann Wolfgang Goethe University. In all other cases the examination or the admissions committee will issue a written notice of rejection with a section on legal remedies. Any additional requirement imposed according to Paragraph 3 can be issued either in the notification of admission or in a separate notification according to Paragraph 3 from the examination or the admissions committee.

(10) The requirements for obtaining approval to take the Master's examination are regulated in § 21. A declaration concerning whether the student had already finally failed an interim examination, an intermediate diploma examination, a Bachelor examination, a Masters examination, a diploma examination or an ecclesiastical university examination or a final state examination in the respective subject or in a comparable degree programme (a degree programme which was primarily focused on the subject) at a university or whether they are currently studying the respective subject or a comparable degree programme in an as yet not completed examination procedure at a university in or outside of Germany.

### **Section III: Structure and organisation of the studies course**

#### **§ 9 Structure of the studies course; modularisation (RO: § 11)**

(1) The Master's degree programme Interdisciplinary Neuroscience is a "single-subject degree programme".

(2) The Master's degree programme Interdisciplinary Neuroscience consists of a number of modules. A module is a teaching and learning unit restricted in terms of time and scope. It comprises a set of courses whose contents relate to each other including practical training phases, project work as well as private study times and is oriented on a defined learning goal. Modules can extend over one or two semesters.

(3) The Master's degree programme Interdisciplinary Neuroscience comprises the compulsory modules "Introduction to Neuroscience", "Basic Methods in Neuroscience", "Methods in Neuroscience" and "Current Concepts in Neuroscience", the compulsory module "Masters thesis" and 3 elective modules from the areas "Basic Neuroscience" (A), "Clinical Neuroscience" (B), "Cognitive and Computational Neuroscience" (C) and "Applied Aspects of Neuroscience" (D) specified in Appendix 3, providing students with both interdisciplinary training and specialisation within the field. It is recommended to choose the 3 elective modules out of at least 2 areas (A-D).

(4) Modules can be: Compulsory modules which are obligatory which include the Master's thesis or optional compulsory modules which can be selected from a given catalogue of modules.

(5) The following programme structure is then obtained from assignment of the modules to the course phases, the degree of commitment the modules require and the workload on the student calculated according to § 12 in credit points (CP) for the Master's degree programme Interdisciplinary Neuroscience.



**Example for the 120 CP degree programme:**

	Compulsory (PF)/ Optional compulsory (WP)	Credit Points (CP)	Comment
<b>Basic phase</b> <b>1st +2nd Semester</b>		<b>59</b>	
<b>Module "Introduction to Neuroscience"</b>	PF	<b>13</b>	*
<b>Module „Basic Methods in Neuroscience“</b>	PF	<b>13</b>	
<b>Module 3</b>	WP	<b>11</b>	**
<b>Module 4</b>	WP	<b>11</b>	**
<b>Module 5</b>	WP	<b>11</b>	**
<b>Advanced phase</b> <b>3rd semester</b>		<b>31</b>	
<b>Module „Current concepts in Neuroscience“</b>	PF	<b>16</b>	***
<b>Module „Methods in Neuroscience“</b>	PF	<b>15</b>	****
<b>Completion phase</b> <b>4th semester</b>		<b>30</b>	
<b>Master Thesis</b>	PF	<b>30</b>	
<b>Sum</b>		<b>120</b>	

**Note:**

\*: The compulsory module in the 1<sup>st</sup> and 2<sup>nd</sup> semester comprises an introductory course (0,5 CP), a lecture series I +II with seminar (11 CP; winter term 6 CP / summer term 5 CP), Colloquium (0,5 CP) and a weekendseminar (1 CP)

\*\* : To be chosen from elective modules offered in the areas "Basic Neuroscience", "Clinical Neuroscience, "Cognitive and Computational Neuroscience" or "Applied Aspects of Neuroscience"

\*\*\*: includes project work (15CP), weekendseminar (1 CP)

\*\*\*\*: practical

(6) The availability for selection of optional compulsory modules can be limited by a resolution of the faculty council due to a lack of capacity. The limitation should be announced to the students immediately by the Dean's Office in charge. § 15 Paragraph 2 applies.

Further optional compulsory modules can also be approved by a resolution of the faculty council without making any changes to this regulation if they match in their scope and requirements the optional compulsory modules mentioned in this regulation. § 11 Paragraph 4 is relevant here. § 15 Paragraph 2 should be noted.

(7) The courses included in the modules differ in terms of their degree of commitment in compulsory and optional compulsory courses. Compulsory courses are clearly determined, as concerns the contents and form of the class, in the module description. Optional compulsory

courses are courses which students should select within a module from a certain specialist field or concerning a certain subject area.

(8) The courses are conducted in English or according to the module descriptions.

(9) If the courses of a module cumulatively build on one another then the students are bound, in accordance with the module description, to the sequence given therein.

(10) The students have the option, within the Master's degree programme Interdisciplinary Neuroscience to ask to be examined or their work to be checked, according to what free places are available, for more modules than those which are prescribed in this regulation (additional modules). The result of the examination will not be included when arriving at the final grade achieved in the Master's examination

#### **§ 10 Use of modules (RO: § 12)**

(1) If modules of the Master's degree programme Interdisciplinary Neuroscience are being offered from other degree programmes ("imported modules"), they are subject to the examination regulations of the exporting faculty (source regulation). They are listed in Appendix 2. Changes made by the examination committee will be included in the module manual (see also § 11) in good time and posted on the degree programme's website (see also § 15 Paragraph 2) at: [www.bio.uni-frankfurt.de/42272408/MSc-INS](http://www.bio.uni-frankfurt.de/42272408/MSc-INS)

(2) Apart from that, the regulations contained in § 12 of the Framework Regulations apply.

#### **§ 11 Description of modules/the module manual (RO: § 14)**

(1) Appendix 3 contains a module description produced in accordance with § 14 Paragraph 2 RO for every compulsory and optional compulsory module. The module descriptions are an integral part of this set of regulations.

(2) The module descriptions are supplemented by a regularly updated module manual. This contains additional information in accordance with Paragraph 3 and, in particular, serves as a source of information for the students.

(3) In accordance with § 14 Paragraph 5 RO the module manual should contain at least the following contents:

- if necessary marking as an imported module
- the cycle according to which the module is offered (for example annually or every semester)
- the workload on the student differentiated according to the time they must be present or in regular contact and the private study time in hours and credit points (CP)
- the duration of the module
- recommended prerequisites

- the tuition language
- courses with teaching and learning methods as well as the semester periods per week and credit points
- the usability of the module
- the module officer
- if necessary, a time schedule for the module

(4) Changes in the module manual which do not affect the contents of the module descriptions made according to § 14 Paragraph 2 RO by a resolution of the faculty council, made in good time before beginning the courses of a semester, are possible and are to be announced up to this point in time on the degree programme's website. They must not lead to any significant change in the curriculum. The university computer centre should be consulted about the changes in good time before passing of a resolution in the faculty board.

(5) Changes in the imported modules can be made by the faculty offering them without any need to change these regulations. They will be included in good time by the examination committee in the module manual and announced on the degree programme's website.

#### **§ 12 Scope of the degree programme and the modules; credit points (CP) (RO: § 15 )**

(1) Every module is awarded credit points (CP) in the module description on the basis of the European Credit Transfer Systems (ECTS) while taking account of resolutions and recommendations from the Conference of Ministers for Cultural Affairs and the German Rectors' Conference. The CP allow transfer of a student's performance to other degree programmes offered by Johann Wolfgang Goethe University or another university, or vice versa.

(2) CP are a quantitative measure of the workload which the average student must fulfil to successfully complete the respective module for learning in class, participation on work placements outside the university or on excursions, preparation and post-processing of the lesson contents, preparation and development of one's own contributions as well as examination performances. A CP represents a workload of 30 hours. One can expect a maximum of 1800 working hours per academic year as a regular workload. 30 CP represents the average workload of a semester.

(3) For the Master's degree Master of Science 300 CP in total are needed, taking account of the previous studies up to the first qualification for entry into a profession.

(4) The CP are only awarded for a fully and successfully completed module.

(5) A credit points account is set up in the examinations office for every student of the degree programme. As far as possible from an organisational point of view, every student can obtain information about the status of his account at any time.

(6) The workload is checked as part of the evaluation according to § 12 Paragraph 1 and Paragraph 2 HHG as well as for re-accreditation for the degree programme and is adapted to the workload determined by the evaluation.

**§ 13 Teaching and learning methods; access to modules (RO: § 16)**

(1) The courses in the Master's degree programme Interdisciplinary Neuroscience are given in the following forms:

- a. Lecture: A logical presentation and communication of basic and specialist knowledge as well as methodological knowledge in the form of a talk, possibly also combined with demonstrations or experiments. The lecturers develop and communicate teaching contents through inclusion of the students;
- b. Exercises: Working with and deepening of understanding of subject matter as well as receiving training in the specialist methodology and communication of special skills through working through and discussing exemplary tasks;
- c. Undergraduate seminar/seminar: Development of scientific insights or working on current problem definitions through application of scientific methods, usually prepared by the students, contributions, mastering and practicing or obtaining deeper understanding of presentation and discussion techniques;
- d. Work placement, practical: Guided performance of practical tasks in the experimental and apparatus area and/or computer simulations; providing training in use of scientific investigation and problem-solving methods; communication of technical skills and providing insight into functional sequences;
- e. Project: Development of concepts as well as realisation of solutions for complex, practical tasks; communication of social competence through primarily self-sufficient performing of a task while, at the same time, receiving subject-specific and work methodology guidance.
- f. Excursion: A prepared event taking place outside the university.
- g. Private study

(2) If, in accordance with the module description, access to the courses of a module is dependent upon successful completion of another module or from visiting the Academic Advisory Service, or if in the module description participation on an individual course requires a participation or certificate of achievement for another course, then the eligibility will be checked by proof of participation by the examination office.

**§ 14 Study records (performance and attendance records) (RO: § 17)**

(1) During the degree programme study records (performance and attendance records) are foreseen and planned as verification of orderly study (pre-examination performances) or, together with the CP, for the passing of the module examination, as a prerequisite for awarding the CP to be produced and earned from the module. The following regulations apply:

(2) ) If there is a regulation in the module description which states that there is a duty to regularly attend courses then this will be documented on the basis of attendance records or absence lists. The course leadership decides on the form the documentation should take.

Recording/certification of regular attendance is not taken as a course performance in accordance with Paragraph 6.

(3) Regular participation on a course is taken to be the case when the student was present at all individual courses scheduled by the course leadership throughout a given semester. It must still be confirmed if the student missed up to three individual courses for 15 scheduled dates or 20% of the course time in the case of less scheduled dates. If the permissible period of absence is exceeded for reasons which the student has no control over, such as illness, necessary support of a child living in one's own household or caring for a close relative (children, parents, grandparents, spouse, partner in a non-marital partnership) or involvement as a named or selected representative in the academic or student self-administration, the module officer will decide whether and in what way an equivalent performance is required and appropriate. The regulations concerning compensation for disadvantages contained in § 25 should be observed.

(4) In derogation of Paragraph 3 a regulation can also be integrated in the module description regarding issuing of an attendance record which states that the student must not only have regularly attended the course in accordance with Paragraph 3 but should also have actively participated in it. It can also just require active participation. According to that which has been established by the course leadership, active participation can include performance of a small amount of work such a writing reports, short presentations and group work. This work will neither be assessed nor evaluated as passed/not passed.

(5) Participation on a vocational work placement should be certified by the training place. The certification must contain the following details: Designation of the establishment, the first name, last name, date of birth, matriculation number of the apprentice as well as the type and duration of the activity. A work placement report should be produced by the apprentice about the work placement which is assessed in accordance with § 37 Paragraph 7.

In as far as the teachers require it, also regular participation on the course in accordance with Paragraph 3 is required for a performance record.

(6) Course performances can, in particular, include

- written examinations
- written papers or term papers
- presentations (with or without preparation)
- technical discussions
- work reports, reports
- working through practice exercises
- performance of tests and trials
- tests
- literature reports or documentation
- excursions

The form and the time limit within which the course performance should be delivered is made known to the students by the teachers at the beginning of the course. The criteria for awarding the performance record should not be altered during the current semester in a way which is disadvantageous to the students. The teacher can allow the students to improve a written piece

of work within a time limit.

(7) Written work which is not to be produced under supervision should be produced by the students according to the rules of good scientific practice. The student must be able, upon submission of the work, to state in writing that they produced the work themselves and that all sources and aids used to complete the work are cited. A declaration should also be made that the work was not yet – even in part – used in another degree programme as a course or examination performance. § 27 Paragraph 1 applies appropriately. In order to check observance of the rules of good scientific practice the teachers are entitled to require that the students also submit written work which is not to be produced under supervision in a suitable electronic form. The examination committee will decide upon more detailed regulations concerning this matter.

(8) Passed course performances cannot be repeated. Course performances which are not awarded a pass can be repeated as many times as necessary.

#### **§ 15 Course of study plan; information (RO: § 18)**

(1) The course of study plan included as Appendix 4 provides the students with some guidelines for target-oriented organisation of their studies. It takes account of content-related references between modules and organisational conditions of the degree programme being offered.

(2) The faculty in charge sets up a website for the Master's degree programme Interdisciplinary Neuroscience on which general information and the regulations for the degree programme are presented in the latest version. Also the module manual and the study plan are published there and also, if modules are imported and/or exported, the list of the currently imported and exported courses for the degree programme.

(3) The faculty in charge creates for the Master's degree programme Interdisciplinary Neuroscience on the basis of the module descriptions and the study plan a directory of courses with comments, comprising a description of the contents and organisation of the courses offered in the programme. This should be updated for every semester and should appear in the last lecture week of the previous semester.

#### **§ 16 Course guidance service; orientation event (RO: § 19)**

(1) The students have the option during the whole course of study to use the services of the Academic Advisory Service for the Master's degree programme Interdisciplinary Neuroscience of the faculty in charge. The Academic Advisory Service is run by persons commissioned by the Dean of Studies. By making use of the Academic Advisory Service students receive support, in particular concerning questions about study organisation, studying techniques and selection of courses. The Academic Advisory Service should, in particular, be used:

- at the beginning of the first semester;
- when failing to pass examinations and when failing in attempts to obtain the required performance records;
- in case of difficulties experienced in individual courses;
- when changing degree programme or university.

(2) Apart from the course guidance service students also have access to the central course guidance provided by Johann Wolfgang Goethe University. It provides information, as a general course guidance centre, about course options, contents, the structure and requirements of a degree programme and gives advice in cases of course-related personal difficulties

(3) An orientation event takes place before beginning the lecture period of each semester in which the students can begin their studies to which first-year students are invited by displaying a notice or in some other way. Information is provided during this event about the structure and the overall design of the degree programme and about special features of the specific semester. The students are given the opportunity to ask relevant questions, particularly those concerning organisation of studies.

#### **§ 17 Academic management and the module officer (RO: § 20)**

(1) The task of academic management of the Master's degree programme Interdisciplinary Neuroscience is performed by the Dean of Studies of the faculty in charge in as far this is not transferred, based upon her or his suggestion, to a member of the professors group authorised to act as an examiner for the Master's degree programme for the period of 2 years. The academic leader is the advisory member in the study commission and particularly has the following tasks:

- Coordination of the courses and examinations involved in the degree programme in cooperation with the module officers, and possibly also with those from other faculties;
- Creation and updating of examiner lists;
- Evaluation of the degree programme and implementation of any required and developed quality assurance measures in cooperation with the study commission (see also § 6 Evaluation statutes for teaching and learning);
- if necessary, commissioning of module officers (Paragraph 2 remains unaffected)

(2) For every module the academic leadership for the degree programme nominates a module officer from the ranks of the teachers of the module. For interdisciplinary modules the module officer is nominated in cooperation with the Dean of Studies of the other faculty. The module officer must be a professor or a permanent scientific member of the teaching unit. She or he is responsible for all consultations concerning the contents of the module and organisational tasks assigned to her or him from this set of regulations, in particular for involvement in organisation of the module examination. The module officer is represented by the academic leadership for the degree programme.

### **Section IV: Organisation of Examinations**

#### **§ 18 Examination committee; examinations office (RO: § 21)**

(1) The faculty board forms an examination committee for the Master's degree programme Interdisciplinary Neuroscience.

(2) There are nine members on the examination committee of which five are members of the

group of the professorate, plus two scientific member and two students of the Master's degree programme Interdisciplinary Neuroscience .

(3) The members of the examination committee are selected along with a representative based on a suggestion from the respective group from the faculty board for the faculties Biosciences, Medicine, Biochemistry, Chemistry and Pharmacy as well as Psychology and Sports Sciences. The period of office of the students is one year while that of the other members is two years

(4) If matters arise which concern a member of the examination committee, his membership will be suspended with reference to this matter and will be performed by his/her representative. This does not apply concerning purely organisational issues.

(5) The examination committee selects a chairperson from the group of the professors on the committee.

The deputy chairperson is selected from the group of the professors on the committee or their representatives. The chairperson conducts the business of the examination committee. She or her sends out the invitations to the examination committee meetings and is the chairperson for all proceedings and making of resolutions. At least one meeting of the examination committee should normally take place in every semester. A meeting is to be called when at least two members of the examination committee ask for one.

(6) The examination committee does not meet publically. It is empowered to make resolutions when at least one half of the members, including the chairperson or the chairperson, are present and a majority of the professors vote in favour of the resolution. Agreement on the part of a majority present is required to pass resolutions. In the case of an equal number of votes for and against the chairperson has the casting vote. Resolutions made by the examination committee must be minuted. In all other matters the procedure is according to the Rules of Procedure for the committee of Johann Wolfgang Goethe University.

(7) The examination committee can delegate individual tasks to its superiors for sole performance and decision-taking. The members of the examination committee and the examinee in question have power of veto over their decisions. The chairperson of the examination committee can delegate performance of tasks to the examinations office. This is the business office of the examination committee. It handles the daily business arising under the direction of the examination committee and their superiors.

(8) The members of the examination committee and their representatives are required to observe official secrecy. In as far as they are not in public office the members are required by the chairperson to observe secrecy; they confirm their intention to do this with their signature which is placed on file.

(9) The members of the examination committee have the right to participate on oral examinations as a listener.

(10) The examination committee can announce decrees, establishment of fixed dates and other decisions, with legally binding effect, while taking account of data protection provisions, by displaying them on a board at the examinations office or by using other appropriate measures according to § 41 of the Hessian Administrative Procedures Act.

(11) Adverse decisions taken by the examination committee or the chairperson of the examination committee should be reported to student concerned without delay, in writing, should be justified and should also make reference to legal remedies. The student concerned



should be given the opportunity to make a statement before the decision is finally reached .

(12) The examination office in charge for the programme is responsible for the organization of examinations.

(13) The leading faculty can change with approval of the involved faculties at the beginning of an academic year. After change of the leading faculty the deanship of the faculty responsible then is responsible for establishing an examination office and takes charge of the examination office.

#### **§ 19 Tasks of the examination committee (RO: § 22)**

(1) The examination committee and the examinations office responsible for the Master's degree programme Interdisciplinary Neuroscience are responsible for organisation and orderly running of the examinations in the Master's degree programme Interdisciplinary Neuroscience. The examination committee ensures that the provisions of this set of regulations are observed and, in cases of doubt, decides on questions of interpretation of this set of regulations. It decides on all examinations matters which are not transferred , according to the set of regulations or statutes, to another organ or committee or to the chairperson of the examination committee

(2) The examination committee is usually fully responsible to fulfil the following tasks:

- Decision concerning fulfillment of the prerequisites for access to the a Master's degree programme including imposing of some additional requirements concerning catching up on delivery of course performances and examination performances from the Bachelor degree programme and the decision concerning provisional admission;
- Establishment of time limits for examinations, time periods and time limits for registration and withdrawal for the examinations and their announcement;
- (if necessary) Appointment of examiners;
- Decisions concerning admission to examinations;
- the decision concerning allowing crediting of academic performances according to §§ 29, 30 as well as imposing of additional requirements regarding course or examination performances to be caught up on as part of the crediting of academic performances;
- calculation and announcement of the grades achieved in examinations as well as the overall grade for the Master's degree;
- the decisions concerning the Master's thesis;
- the decisions concerning passed and failed;
- the decisions concerning compensation for disadvantages and extension of examination or work deadlines;
- the decisions concerning violation of examination regulations;
- the decisions concerning the non-validity of a Master's degree;
- decisions concerning pleas and inconsistencies by students concerning decisions made in the examination procedure, in as far as these should take place;
- regular reporting in the study commission about the development of examination and

- study times including the work times required for the Master's thesis as well as about the demand from students for the various optional compulsory modules;
- disclosure of the distribution of subject and grades (overall);
  - suggestions given to reform this set of regulations.

(3) For the purposes of checking observance of good scientific practice the examination committee is authorised to also check scientific work using suitable electronic means for deceptions and attempts to deceive. To do this it can demand that the work to be examined is submitted in an electronic form within a reasonable time limit. If the author of the work does not meet this requirement then the work will be awarded a fail grade.

### **§ 20 Examiners; observer assessors (RO: § 23)**

(1) Members of the professors group, scientific workers who were commissioned with autonomous teaching in undergraduate programmes, as well as lecturers and teaching assistants for special tasks are authorised (§ 18 Paragraph 2 HHG) to check and assess university examination performances. Outside lecturers, additional professors, honorary professors who respectively teach in the subjects being examined as well as professors who have been relieved of their post and retired can be appointed by the examination committee with their agreement as examiners.

The examination committee can, in individual cases, appoint a person who is not at Johann Wolfgang Goethe University but who is authorised to act as an examiner according to Sentence 1 as a second expert assessor for the Master's thesis.

Examination performances may only be evaluated by persons who themselves hold at least the qualification (or an equivalent one) to be established by the examination.

(2) The examination which is associated with a module is usually administered, inspected and approved by the lecturers / teachers of the module without requiring any special appointment by the examination committee. If, for any reason, it is simply not possible for the teachers to administer, inspect and approve the examinations then the examination committee can appoint another examiner.

(3) Written examination performances which can no longer be repeated are to be assessed by two examiners. § 36 Paragraph 17 remains unaffected. Oral examinations are to be run by a number of examiners or by one examiner in the presence of an observer assessor.

(4) Only a member of Johann Wolfgang Goethe University or persons closely associated with it may be appointed as an observer assessor for oral examinations who themselves at least have a Master's degree or have passed an equivalent examination. Appointment of the observer assessor is performed by the chairperson of the examination committee. She or he can delegate the appointment to the examiner.

(5) Examiners and observer assessors are required to observe official secrecy.

## Section V: Examination Requirements and Procedures

### § 21 First registration and approval to sit the Master's examinations (RO: § 24)

(1) At the latest at the time of registration for the first module examination in the Master's degree programme Interdisciplinary Neuroscience the student should submit a fully filled out registration form for approval to sit Master's examinations to the examinations office for the Master's degree programme Interdisciplinary Neuroscience . In as far as this did not take place in connection with the application for approval to take a degree programme, the application to sit examinations in particular should be attached:

- a) a declaration concerning whether the student had already finally failed a Master's degree examination in the subject Neurosciences or in a comparable degree programme (a degree programme which was primarily focused on the subject) at a university or whether they are currently studying the subject Neurosciences or a comparable degree programme in an as yet not completed examination procedure at a university in or outside of Germany;
- b) a declaration concerning whether and, where relevant, how often the student has already failed module examinations in the Master's degree programme Interdisciplinary Neuroscience or in the same modules of another degree programme at a university in or outside of Germany;
- c) if necessary verifications of already achieved course or examination performances which should be included in the degree programme
- d) Verifications concerning language certificates, language proficiencies
- e) if necessary verification of payment of the examination fee to be charged according to § 48.

(2) The examination committee can, in exceptional cases, in particular in cases of a change in study location, a change of subject or resumption of studies, on request, release a student from the compulsory matriculation for registration for individual module examinations.

(3) The chairperson of the examination committee, and in cases of doubt the examination committee itself, decides on an approval question, possibly also after consulting a subject representative. Approval will be refused if

- a) the documentation is incomplete or
- b) the admission requirements stated in Paragraph 1 d) are not fulfilled or
- c) the student has finally lost any right to examination for a module according to Paragraph 1 b) or for the respective degree programme or has finally failed one of the examinations mentioned in Paragraph 1 a).

(4) The examination committee will decide on any exceptions to Paragraph 1 and Paragraph 3 in special cases on request by the student.

(5) Refusal of approval is reported to the student in writing by the chairperson of the examination committee. It should be justified and also make reference to legal remedies.

#### **§ 22 Time of examination and the registration procedure (RO: § 25)**

(1) Module examinations are rendered in temporal and subject-related connection with the respective modules. Module examinations for compulsory modules and for annually scheduled optional compulsory modules are usually to be offered at least twice a year.

(2) The module-concluding oral examinations and written examinations should be performed within the examination periods set by the examination committee. The examination periods are usually the first two and the last two weeks of the lecture-free period.

(3) The exact set examination dates for the module examinations are established by the examination committee in agreement with the examiners. The examinations office provides the students in good time, but at the latest four weeks before the set examination dates, with information in the form of an examination plan about the time and location of the examinations as well as the name of the examiners by displaying these on a board or by using other appropriate measures. If one must deviate from this examination plan for compelling reasons then new establishment of a set date is only possible with permission from the chairperson of the examination committee.

Set dates for the oral concluding module examinations or for examinations which are temporally directed related with individual courses or which can be taken during courses (submodule examinations) are set by the examiners, if necessary in consultation with the students.

(4) The student can only sit the module examination in as far as she or he is enrolled at der Johann Wolfgang Goethe University. § 22 Paragraph 2 remains unaffected. In order to register for [or sit] the respective module examination the student must be approved to sit the Master's examination and she or he must not yet have finally failed the respective module examination. She or he must also have delivered the required performance [and participation] records in accordance with the module description for the module. If approval to sit a module examination depends on submission of course performances and these have not yet been fully achieved then approval to sit a module examination [or a partial module examination] is possible conditionally. [The module is only then completed when all [course performances as well as] module examinations [or all submodule examinations of the module] have been passed / completed.] [The examination committee will decide about such exceptions.] Suspended students cannot sit any examinations or earn any performance records. It is, however, permitted to repeat failed examinations while being suspended. Students are also entitled to deliver course or examination performances while being suspended if the suspension was due to exercising of maternity rights or due to exercising their right to parental leave or due, as attested by a medical certificate, to caring for family members in need of care or due to performance of official duties according to Art. 12 a of the German constitution (Basic Law) or due to involvement as the named or elected representative in the academic self-administration.

**§ 23 Absence and withdrawal from module examinations (RO: § 26)**

(1) A module examination performance is taken as “not sufficient” (5.0) according to § 36 Paragraph 3 if the student misses a set examination date which is binding for them without providing any important reason or breaks off participation during the examination before it finishes. The same applies if she or he has not submitted a written module examination performance within the prescribed work time or submitted an empty page as a module examination performance as a written piece of supervised work or remained silent at an oral examination.

(2) The asserted reason for not attending or breaking off an examination must immediately be submitted in writing to the chairperson of the examination committee after the reason becomes known and should be credible. Any inability to sit the examination arising during delivery of an examination performance must be communicated immediately to the examiner or to the proctor. The duty to immediately report and to give a credible explanation of grounds for certain actions to the examination committee remains unaffected. In a case of illness one must produce a doctor's attest immediately or at the latest within three working days from which it is very clear what health impairment (symptoms of the condition/type of performance impairment suffered) exists which is relevant to the set examination date in question. An additional attest from a medical officer can be required if any justified doubts remain.

(3) The illness of a child which the student has to take care of which has not yet reached the age of 14 or a near relative in need of care (children, parents, grandparents, spouse or partner in a non-marital partnership) are equivalent to one's own illness. Another important reason is exercising of maternity rights.)

(4) The chairperson of the examination committee will decide on the subject of recognition of the grounds for absence or withdrawal. If the grounds are accepted then a new date must be determined immediately.

(5) For a case of a recognised withdrawal or absence the examination results from already completed parts of the module will still be recognised.

**§ 24 Course and examination performances in cases of illness and a disability;  
special circumstances (RO: § 27)**

(1) In events, courses and examinations consideration must be given to the type and severity of a disability or a chronic illness of the student or concerning pressures on the student due to pregnancy or raising of children or caring for near relatives in need of care.

(2) The type and severity of the pressure should be demonstrated by the student in good time to the chairperson of the examination committee through submission of suitable documentation, in a case of illness through submission of a doctor's attest. An attest from a medical officer can be required in cases of doubt.

(3) If the student can make a credible argument that she or he is not in a position to deliver the examination or course performance, fully or partially, in the form required, due to a disability, a chronic illness, caring for a near relative in need of care, a pregnancy or raising of a child which has not yet reached the age of 14 then this disadvantage must be compensated for by taking

appropriate measures such as extending the work time given or using another type of examination procedure. Exercising of legally specified maternity rights periods and the time limits provided for the parental leave should be enabled through submission of the respective evidence.

(4) Decisions concerning compensation for disadvantages for delivery of examination performances are made by the chairperson of the examination committee, while those for course performances are made by the chairperson of the examination committee in agreement with the persons responsible for the course.

#### **§ 25 Mandatory course guidance; time frame for sitting examinations (RO: § 28)**

(1) The student must participate on a mandatory counselling interview in as far as his course of study is delayed in comparison with the study plan by more than two semesters.

After the mandatory counselling interview the examination committee will impose the additional requirement on the person involved to sit the still unsat module examinations, as seen in a comparison with the study plan, at the point in time of issuing of the requirements, within a time limit to be set by the examination committee (at least two semesters). Non-fulfilment of the additional requirement will lead to loss of the right to examination during the Master's degree programme Interdisciplinary Neuroscience. Reference should be made to this when imposing additional requirements. In as far as the person affected can give a credible explanation according to Paragraph 2, in good time, of important reasons why fulfillment of the additional requirement was prevented, the examination committee will extend the time limit for fulfillment of the requirement by at least one further semester. If the student does not turn up for the first counseling interview then an invitation will be issued soon after to attend a counseling interview. If the student still does not turn up on a second date for the counseling interview then sentences 2 to 5 will apply without any further invitation to a counseling interview being issued.

(2) The requirements for

- fulfillment of the additional requirements
- successful completion of the section of the course
- achieving the required number of CP
- successful passing of the Master's examination

According to Paragraph 1 the time limit can be extended on request by a student if the delay was caused by Johann Wolfgang Goethe University or the student was not able to meet the time limit due to serious circumstances. When meeting a time limit, extensions of and interruption of study times are not taken into account in as far as they were caused

1. by an authorised leave of absence semester;
2. involvement as the named or elected representative in the academic or student self-administration.
3. by illness, a disability or a chronic illness or for another reason which was outside the students area of control;

4. due to exercising of maternity rights or parental leave;
5. due to necessary care for a child which has not yet reached the age of 14 Or due to caring for a near relative in need of care (parents, grandparents, spouse or partner in a non-marital partnership) with assignment to a care level according to § 15 Paragraph 1 of the Eleventh Code of Social Law;
6. due to membership of an A, B, C or D/C squad of high-performance sports associations.

In the case of number 4, at least exercising of time limits according to § 3 Paragraph 2 and § 6 Paragraph 1 of the Protection of Mothers Law (MuSchG) and the regulations concerning parental leave in §§ 15 and 16 of the legislation on parental allowances and parental leave (BEEG) should be taken into account appropriately. Also an orderly overseas study period of up to two semesters remains unaccounted for. The application should be made at the point in time at which the student recognises that an extension of time limit is necessary. The application should always be made before expiry of the time limit. The duty for delivery of evidence lies with the student; it should be submitted together with the application. In the case of illness a doctor's attest should be submitted. § 23 Paragraph 2 Sentence 4 is valid accordingly. An attest from a medical officer can be required in cases of doubt. The examination committee decides on the application for extension of the time limit.

#### **§ 26 Deception and a breach of regulations (RO: § 29)**

(1) If a student seeks to influence the result of her or his examination or course performance through deception or through use of non-permitted aids, the examination or course performance is evaluated as "not sufficient (5.0). The attempt at deception is, in particular, recognized when a student brings non-permitted aids into the examination room or he had submitted a false declaration according to §§ 14 Paragraph 7, 30 Paragraph 8, 33 Paragraph 6, 35 Paragraph 16 or if she or he submitted one and same work (or parts thereof) more than once as an examination or course performance.

(2) A student which is actively involved in an attempt to deceive can be excluded by the respective examiner or by the supervisory person from continuation of the respective examination; in this case the associated examination or course performance is evaluated as "not sufficient"(5.0).

(3) In case of a specially severe deception, in particularly for repeated deception or a deception with addition of a written declaration from the student about autonomous production of his work without non-permitted aids, the examination committee can decide upon exclusion from repeating the examination and delivery of further course performances so that the right to examination during the Master's degree programme Interdisciplinary Neuroscience expires. The severity of the deception is to be evaluated on the basis of the deception energy used by the student such as organised cooperation or use of technical aids such as radios and mobile telephones and by the impairment of equal opportunities caused by the deception.

(4) A student who disturbs orderly running of the examination can be excluded by the respective examiner or by the supervisory person from continuation of the respective examination; in this case the associated examination or course performance is evaluated as "not sufficient" (5.0). Paragraph 3 Sentence 1 is applied appropriately.

- (5) If a student wrongly achieves participation on an examination through culpable behaviour, the examination committee can decide that the associated examination performance is evaluated as “not sufficient“ (5.0)).
- (6) The student can require in writing within a time limit of four weeks that decisions taken according to paragraphs 1 to 5 are checked by the examination committee.
- (7) Adverse decisions taken by the examination committee should be reported to the student concerned without delay, in writing, should be justified and should also make reference to legal remedies.
- (8) The subject-specific established citation rules for producing scientific work apply for term work, written talks and the Master’s thesis. In a case of non-observance one should check for an attempt to deceive.
- (9) In order to be able to check on a suspicion of wrong scientific behaviour the examination committee can decide that written examination and/or course performances which are not to be produced under supervision must also be submitted in an electronic form.

#### **§ 27 Deficits in the examination procedure (RO: § 30)**

- (1) (1) If it turns out that the procedure for obtaining an oral or a written examination performance was deficient in a way which could have influenced the test results then, on request from a student or from the office as ordered by the examination committee, a particular student will be allowed to repeat the examination performance. For a written examination performance the deficit must be complained about during the examination situation to the supervisory team and in the case of oral examinations immediately after the examination to the chairperson of the examination committee or to the examiner. If a student participating on a written examination performance considers the support measures taken by the supervisory team to be inadequate then she or he should make their complaint immediately after the examination to the chairperson of the examination committee.
- (2) No further directives may be made ex officio according to Paragraph 1 six months after completion of the examination performance.

#### **§ 28 Recognition and allowing credits/accreditation for academic performances (RO: § 31)**

- (1) Study times, course performances and examination performances are credited to the student without any assessment of equivalence when they were delivered at another university in Germany on the same degree programme, the degree programme is accredited and no significant differences exist between the modules concerning the qualification goals achieved. If the examination committee cannot demonstrate that there is any significant difference then the study times, course performances and examination performances should be credited.
- (2) Study times, course performances and examination performances from other degree



programmes are credited in as far as there are no significant differences as regarded the acquired competences. There is no schematic comparison made for this crediting but simply an overall view and overall assessment of the contents, scope and requirements of the course performances and examination performances with particular consideration given to the qualification goals achieved. The burden of proof to demonstrate a lack of equal value lies with the examination committee. Paragraph 1 Sentence 2 applies appropriately.

(3) Paragraph 2 is appropriately applicable for recognition of study times, course performances and examination performances delivered in state-approved distance learning studies, at other educational institutions, in particular at state or state-approved vocational academies, for multimedia supported course performances and examination performances as well as for course performances and examination performances delivered by students on the basis of § 54 Paragraph 5 HHG..

(4) Paragraph 2 also applies appropriately for crediting of performances which were delivered at foreign universities. During the crediting process the equivalence agreements approved by the Conference of Ministers for Cultural Affairs and the Conference of University Rectors as well as agreements made in relation to university partnership agreements should be observed. The examination committee will decide if there are no equivalence agreements to refer to. If there are any doubts concerning equivalence the Central Office for Foreign Education should be consulted

(5) In a case of recommended study in a foreign country the student should meet with the chairperson of the examination committee or a person commissioned to do this about the eligibility of course performances and examination performances before beginning the studies in the foreign.

(6) Relevant professional occupations can be recognised as practical education. More details are regulated in the module description.

(7) Final work (for example Master's theses, diploma work, state examination work), which the student has already successfully delivered outside the Master's degree programme Interdisciplinary Neuroscience at Johann Wolfgang Goethe University, will not be credited. It is also not possible to have multiple crediting of the same performance in the Master's degree programme Interdisciplinary Neuroscience.

(8) Course performances and examination performances from a Bachelor degree programme cannot usually be credited for the Master's degree programme.

(9) If examination performances are credited, the grades should be adopted – in as far as the grading systems are equivalent– and included in calculating the grade (overall). The remark "passed" will be adopted if the grading systems are not comparable. Credited performances are usually marked in the final degree document with details of the university at which they were acquired.

(10) The applicant submits all of the documentation required for crediting or recognition to the examination committee which is the basis for evaluation, the credit points (CP) and the points in time of all examination performances delivered in examinations which she or he previously sat in another degree programme or at other universities. The documentation should provide clear information about which examinations and course performances were not successful or had to be repeated. The examination committee can demand submission of further documentation such as the legally binding module descriptions of the modules to be recognised.

(11) Unsuccessful attempts in other degree programmes or in degree programmes taken at other

universities will be credited in as far as they were credited when they were done successfully.

(12) Crediting and recognition of examination performances which were delivered more than five years previously can be refused in individual cases; the decision can be associated with imposing of some additional requirements. A legal entitlement to crediting exists in a case of meeting of the conditions of paragraphs 1 to 4 in combination with Paragraph 10. Sentence 1 and paragraphs 7 and 11 remain unaffected.

(13) Decisions which have general validity concerning questions about crediting are taken by the examination committee; crediting in an individual case takes place by its chairperson, where necessary in consultation with a subject examiner. They establish a subject-related semester while taking account of the crediting.

(14) If crediting of course performances and examination performances takes place which are not awarded credit points (CP) then the respective equivalents should be calculated and appropriately labelled on the student account.

(15) If credits are awarded then these can be associated with additional requirements regarding course performances and examination performances which must be caught up on. Additional requirements and possible time limits for fulfilling the additional requirements should be communicated to the applicant in writing. The announcement should make reference to legal remedies.

#### **§ 29 Crediting of competences acquired outside of a university (RO: § 32)**

The CP of the respective module can be credited to the modules of the degree programme on request for knowledge and abilities which have been acquired before beginning the degree programme or during the degree programme, outside a university, and which are equivalent in level and the results of learning. This particularly applies for the elective modules in the first and second semester (area A-D). The crediting takes place individually by the examination committee based on a suggestion from the persons responsible for the module. The prerequisite is written evidence (for example attestations, certificates) concerning the scope, contents and the performances delivered. No more than a total of 50% of the CP required in a degree programme may be replaced by credited points. Crediting of the CP takes place without a grade. This is shown appropriately in the certificate.

### **Section VI: Performing the Module Examinations**

#### **§ 30 Module examinations (RO: § 33 )**

(1) Module examinations are held during the course. This finalises the respective module. They are examination events which can be repeated a limited number of times and which are [usually] awarded a grade.

(2) Modules finish off [usually] with a single module examination which can also be sat temporally directed related with one of the courses of the module (a course-related module

examination).

Only in the module Introduction to Neuroscience the module examination occurs cumulatively.

(3) By passing the module examination the student should demonstrate that she or he has mastered the contents and method of the module in their fundamental contexts and can use the knowledge and abilities acquired. The object of the module examinations is basically the contents established in the module descriptions of the courses of the respective module. In the case of course-related module examinations the overriding higher qualification goals of the module are also tested.

(4) For cumulative module examinations, passing of all submodule examinations is essential to successfully complete the module.

(5) The respective form of the examination for the module examination [or partial module examination] can be taken from the module description. Written examinations occur in the form of:

- written examinations;
- term work;
- written papers (for example essays, written talks);
- protocols;
- thesis papers;
- reports;
- portfolios;
- project work;
- drawings;
- descriptions.

Oral examinations occur in the form of:

- individual examinations;
- technical discussions;

Additional forms of examination are:

- seminar lectures;
- talks;
- presentations;
- subject-related practical examinations

(6) The form and duration of module examinations [and if necessary the submodule examinations] are regulated in the module descriptions. If there is a variety of forms of examination planned in the module description, the form of examination for the respective examination date is established by the examiners and the students are informed at the beginning of the courses of the module but at the latest upon announcement of the examination date.

(7) The examination language usually is English. Individual written or oral examinations can be taken in German language by agreement of all persons participating on the examination. This is

regulated in more detail in the module description.

(8) Written work which is not to be produced under supervision (for example term work) should be produced by the students according to the rules of good scientific practice. The student must be able, upon submission of the work, to state in writing that they produced the work themselves and that all sources and aids used to complete the work are cited. A declaration should also be made that the work was not yet – even in part – used in another degree course as a course or examination performance.

(9) Participants on module examinations must identify themselves through submission of an official identity document with a photograph.

(10) The examiners decide whether and what aids may be used for a module examination. The permitted aids are to be announced in good time before the examination.

### **§ 31 Oral examination performances (RO: § 34)**

(1) Oral examinations are to be held by the examiner in the presence of an observer assessor as an individual examination. Group examinations involving up to five students are possible.

(2) The duration of oral examinations lies between at least 15 minutes and at the most 60 minutes per student to be examined. The duration of the respective module examination can be taken from the module description.

(3) The primary objects and results of the oral examination are to be recorded by the observer assessor in a report. The examination report should be signed by the examiner and the observer assessor. The observer assessor should be consulted in the absence of the examinee and not in public before awarding the grade. The report should be sent to the examinations office immediately.

(4) The result of the oral examination should be announced to the student at the end of the oral examination and explained and justified in more detail if the student fails it or makes an explicit request for this; the reasons given are to be recorded in the report..

(5) Oral examinations are public within the university for students who should sit the same examination. The student to be examined can contradict approval for his results to be made public. The public may not be present when the examination results are disclosed to the student to be examined. It can also be limited on capacity grounds. The chairperson of the examination committee can demand appropriate evidence to check the grounds mentioned in Sentence 1.

(6) Oral seminar talks which are valued as exam achievements normally last between 15 and 40 minutes. The paragraphs (2) and (5) are valid accordingly. Assessors are not necessary. The examiner is responsible for the production of an exam protocol which is supplied to the examination office with end of the module. The grading will be communicated to the student with end of the module and, in case of failing or immediately expressed wish, has to be explained closer.

### **§ 32 Written examinations (RO: § 35)**

(1) Written examinations include answering a task or problem or a number of tasks, problems or questions. In a written examination [or other written work done under supervision] the student

should demonstrate that she or he can solve tasks on his own within a limited period of time under supervision using limited aids and can use the required basic knowledge or commonly used methods in the field of study to both recognise a problem and find ways to solve it.

(2) "Multiple choice" questions in written examinations should only contribute to up to 25% of the overall points achievable.

(3) If a student arrives late to a written examination, she or he cannot make up the lost time.

(4) The supervisory person for a written examination should produce a short report for every written examination. In this he should record all incidents which may be of relevance for establishing the test results, in particular incidents according to §§ 23 and 26.

(6) The working time for the written examination should be oriented on the scope of the module to be examined [or in the case of submodule examinations on the scope of the part of the module to be examined]. For written examination work this is at least 45 minutes and a maximum of 90 minutes. The concrete period should be established in the respective module descriptions.

### § 33 Written work (RO: § 36)

(1) By completing written work the student should demonstrate that she or he is capable of solving a problem from a specialist field autonomously through application of scientific methods. It must be a component part of a module.

(2) Protocols are written works that are performed in parallel to a practical course. With the protocol the student documents his ability to state the practical activity, the thematic sphere in the respective area of the neuroscience and the results in the form of a scientific text, to discuss it and put it in the respective scientific context by literature quotations.

(3) A written work can be approved as group work if the contribution made by individuals can be evaluated as an examination performance, recognizable on the basis of objective criteria.

(4) The student can be given the opportunity to suggest a topic. Issuing of the topic is performed by the examiner who documents the processing period of the term work.

(5) A written protocol should comprise 10-30 pages. Written work should involve a working time of at least two and at the most four weeks (full time, that is workload of 2 to 5 CP). The respective processing period is regulated in the module description. The task time limits for the term work are established and documented by the examiner.

(6) The written work must be submitted within the established processing time limit as a single copy with a declaration according to § 30 Paragraph 8 to the examiner; the date stamp is decisive if it is sent by post. Submission of the term work should be recorded in the files by the examiner.

(7) Assessment of the protocol respectively the written work by the examiner should be completed within six weeks after submission; the evaluation must be justified in writing. § 32 Paragraph 6 applies appropriately for all other matters.

(8) A student who had his written work evaluated as "not sufficient (5.0) can apply to the examiner for an opportunity to improve the written work. This does not apply if an evaluation with "not sufficient"(5.0) is based on § 23 or on § 26. The examiner establishes a time limit for improving the term work. When deciding on the improved term work the decision is simply made as to whether the written work is evaluated with the grade 4.0 or worse. If the time limit for

submission of the improved written work is not observed then the term work will receive the final grade “not sufficient“ (5.0).

### **§ 34 Project work (RO: § 38)**

- (1) Through submitting project work the student should demonstrate his/her ability to develop, implement and present concepts. The student should demonstrate that she or he can define goals for a large tasks as well as develop methods of resolution and concepts.
- (2) The duration of the project work is regulated in the module description.
- (3) If project work is undertaken in the form of team work the contribution made by individual student should be clearly recognisable and evaluatable and should fulfil the requirements according to Paragraph 1.

### **§ 35 Master's thesis (RO: §§ 3, 40, 41)**

- (1) The Master's thesis is an obligatory component of the Master's degree programme. It forms its own autonomous [final] module.
- (2) The Master's thesis should demonstrate that she or he is capable, within a given time limit in accordance with the goals according to §§ 2, 6, to work on a topic in a comprehensive and deeper way. The topic must be conceived in such a way that it can be processed within the prescribed time limit.
- (3) The processing scope of the Master's thesis is 30 CP; this represents a processing time of 6 months.
- (4) Approval to submit a Master's thesis requires verification of 79 CP from the Master's degree programme interdisciplinary Neuroscience.
- (5) Supervision of the Master's thesis is undertaken by a person amongst the circle of persons authorised to act as an examiner according to § 20. These have the duty to guide the student in delivering the Master's thesis and to inform regularly about the progress of the work. The supervisor must ensure that the person is supplied with the instrumental equipment required, if necessary, to produce the Master's thesis. The supervisor is usually the primary reviewer of the Master's thesis.
- (6) In consultation with and by agreement with the chairperson of the examination committee, the Master's thesis can also be produced in an establishment outside Johann Wolfgang Goethe University, for example the Max Planck Institute or other research institutions at other universities in Germany and abroad. In this case the topic must be set in consultation with a member of the professors groups of the faculty of Biosciences.
- (7) The topic of the Master's thesis should be agreed upon with the supervisor and and communicated to the chairperson of the examination committee to register the Master's thesis. If the student does not find a supervisor then the chairperson of the examination committee will ensure, on request from the student, that they obtain a topic for the Master's thesis and a

supervisor in good time.

(8) The chairperson of the examination committee will decide on approval to submit a Master's thesis.

(9) Issuing of the topic is performed by the chairperson of the examination committee. The point in time of issuing and the topic should be recorded in the files at the examinations office. The Master's thesis must not be worked on before the officially recorded issue of the topic.

(10) The Master's thesis can also be approved in the form of a group work if the contribution made by individual students can be evaluated as an examination performance on the basis of indication of sections, page numbers, or other objective criteria enabling clear delineation of ownership of the work which is definable and evaluatable and the requirements according to Paragraph 2 are fulfilled.

(11) The Master's thesis should be produced in English. An abstract of the thesis in German should be attached.

(12) The set topic can only be given back once and then only within the first third of the processing time. The contents of the newly set topic must differ from the given back topic. If, as a result of the withdrawal according to Paragraph 13 Sentence 3, a new topic is issued for the Master's thesis then giving back of this topic is complete.

(13) If the return date cannot be observed by the student for understandable reasons (for example illness of the student himself/herself or of one of the children she/he has to take care of) then the chairperson of the examination committee will extend the processing time if the student has applied for this before the deadline. The maximum extension which can be allowed is 50% of the processing time. If the situation preventing the student from fulfilling the task continues longer then the student can withdraw from the examination performance.

(14) The Master's thesis should be submitted to the examinations office on time. The point in time of its arrival should be recorded in the files. The date stamp is decisive if it is sent by post. If the Master's thesis is not submitted on time it will be given the grade "not sufficient" (5.0).

(15) The Master's thesis is to be submitted as 3 written (bound) copies and in the form of pdf-file. If the Master's thesis is not submitted on time in the prescribed form, it will be given the grade "not sufficient" (5.0).

(16) The Master's thesis should be composed according to the rules of good scientific practice. In particular all places in the text, pictures and drawings which have been taken verbatim or as a representation of the general meaning intended from publications or other external texts should be marked as such. The Master's thesis is to be accompanied by a declaration made by the student that she or he composed the work – or in the case of a group work marks the section of the work he/she contributed – himself and without use of any other than the cited sources and aids. A declaration should also be made that the Master's thesis was not – even in part – used for another examination or as a course performance.

(17) The examination committee passes on the Master's thesis to the supervisor as the primary reviewer for evaluation according to § 36 Paragraph 3. At the same time it appoints one further examiner from the circle of persons authorised to act as an examiner according to § 20 for a second evaluation and also passes on the work to him/her for evaluation. At least one of the examiners should belong to the group of professors from the faculty of Biosciences. The second examiner can, after consultation, limit the evaluation to adding his signature to the expert assessor's evaluation produced by the primary examiner. The evaluation should be performed by

the examiner without delay; it should be submitted at the latest six weeks after submission of the work. In a case of different evaluations of the Master's thesis by the two examiners the grade will be awarded by the chairperson of the examination committee for the Master's thesis according to § 36 Paragraph 5.

(18) The Master's thesis should be evaluated within a further two weeks by one further appointed person from the circle of persons authorized to act as an examiner according to § 20 if the assessments of the two examiners differ from each other by more than 2.0 or one of the two examiners has evaluated the Master's thesis as "not sufficient" (5.0). The grade in this case is arrived at from the grades of the primary examiner, the second examiner and the third examiner according to § 36 Paragraph 5. If the conditions of § 23 or § 26 have been met then Sentence 1 does not apply.

**Section VII: Evaluation of the Course Performances and Examination Performances;  
Calculating the grades and the overall grade;  
Failing the comprehensive examination**

**§ 36 Evaluation/assessment of the course performances and examination performances;  
Calculating the grades and the overall grade (RO: § 42)**

- (1) Course performances are evaluated by the respective teacher as "passed" or "failed".
- (2) Examination performances are usually graded and, exceptionally, evaluated in accordance with the module description with "passed" or "failed". The assessment or evaluation of examination performances is undertaken by the respective examiners. Here it is always the individual performance of the student which is the basis.
- (3) The following assessment levels should be used to grade the individual examination performances:

1	very good	an excellent performance;
2	good	a performance which lies significantly above the average requirements;
3	satisfactory	a performance which meets the average requirements;
4	sufficient	a performance which, despite deficiencies, is still sufficient to meet the requirements;
5	fail	a performance which does not meet the requirements due to its major deficits.

To obtain a differentiated evaluation of the examination performances the grades can be raised



or lowered by 0.3 to produce intermediate values; thus it is permissible to award the grades 1.0; 1.3; 1.7; 2.0; 2.3; 2.7; 3.0; 3.3; 3.7; 4.0 and 5.0.

(4) If the module examination consists of a number of submodule examinations, the grade for the module will be calculated as the arithmetic average of the grades for the individual examination performances (submodule examinations). In this process only the first decimal points behind the comma will be taken into account.

(5) If the module examination is evaluated differently by two or more persons authorised to act as an examiner, the module grade will be taken as the arithmetic average of the grades from the examiners evaluations. When calculating the grade only the first decimal points behind the comma will be taken into account.

(6) For the Master's examination an overall grade will be assigned in which all of the results of the module examinations of the degree programme are included.

(7) If more CP are earned in an optional compulsory area as were conceived, the students has to inform the examination office before the beginning of the additional elective module which elective modules should be refered to when determining the overall grade.

(8) The overall grade is formed by calculation of the – weighted according to the CP - average of the single module grades. Besides, the master work is twice weighted.

(9) The overall grade for the passed Master's examination arises from the following figure whereby only the first decimal place is taken into account; all further places are removed without rounding up or down:

1.0 up to and including 1.5	very good
1.6 up to and including 2.5	good
2.6 up to and including 3.5	satisfactory
3.6 up to and including 4.0	sufficient
4.0	fail

(10) If an English language translation of the certificate is produced, the grades for the individual examination performances as well as the grade (overall) are shown according to the following grading scale:

1.0 up to and including 1.5	very good
1.6 up to and including 2.5	good
2.6 up to and including 3.5	satisfactory

3.6 up to and including 4.0 sufficient

4.0 fail

(11) For an overall Master's grade of 1,0 the overall grade is "passed with distinction" (mit Auszeichnung bestanden). The English language translation of "mit Auszeichnung bestanden" is "excellent".

(12) For transparency of the overall grade an ECTS grading table is adopted in the Diploma Supplement according to § 45.

### **§ 37 Passing and failing examinations; announcement of grades (RO: § 43)**

(1) A module examination consisting of a single examination performance is passed if it was evaluated with the grade "sufficient" (4.0) or better. An examination performance evaluated using points is a pass when at least 5 points were achieved.

(2) A module examination consisting of a number of submodule examinations (a cumulative module examination) is only passed if all submodule examinations were evaluated as at least "sufficient"(4.0).

(3) The Master's examination is passed if all modules prescribed in this set of regulations were performed successfully, that is the required study records are available and the prescribed module examinations including the Master's thesis were evaluated with at least "sufficient" (4.0).

(4) The results of all examinations are announced without delay. The examination committee decides on whether the announcement of grades should be public within the university in an anonymised form in the form of a notice on a display board and/or takes place using the electronic exam administration system, whereby the legitimate interest of those involved are to be protected. If the module examination was finally evaluated as "not sufficient" (5.0) or if the Master's thesis was evaluated with a grade worse than "sufficient" (4.0) then the student will receive a written notification from the chairperson of the examination committee, with a section on legal remedies, which should contain guidance concerning whether and in within which time limit the module examination or the Master's thesis can be repeated.

### **§ 38 Collation of the examination results (Transcript of Records) (RO: § 44)**

The student will, on request, be presented with a certificate concerning passed examinations in the form of a Transcript of Records; issued in German and English, which at least contains the module title, the date of the individual examinations and the grades.

## **Section VIII: Changing Compulsory and Optional Compulsory Modules/Major**

## **Fields of Study; repeating examinations; loss of the right to examination and final failing**

### **§ 39 Changing optional compulsory modules (RO: § 45)**

If an optional compulsory module is finally failed, one can change to a new optional compulsory module.

### **§ 40 Repeating examinations; free attempt; improving grades (RO: § 46)**

- (1) Passed course examinations cannot be repeated.
- (2) All failed compulsory module examinations and compulsory submodule examinations must be repeated.
- (3) Failed module examinations and submodule examinations may only be repeated twice at the most.
- (4) A failed Master's thesis can be repeated once. A different topic is given. Giving back of the topic of the Master's thesis is only permissible as part of a repeat examination if the student did not take advantage of this option when producing the first master thesis. Repeated handing back of the topic is not permissible.
- (5) Failed attempts on the same or a comparable module examination of another degree programme taken at Johann Wolfgang Goethe University or another German university should be added to the permissible number of repeat examinations. The examination committee can, in special cases, decide not to credit these attempts, particularly in the case of a change of degree programme.
- (6) The examination committee can require an oral examination for repeating of failed written examination performances, with the exception of the Master's thesis.
- (7) The examination committee can impose additional requirements on students before repeating a module examination.
- (8) The examination committee determines the exact dates for repeating and announces these in good time. The right to examination expires if the time limit for repeating is not observed, except in cases where the student had no control over the circumstances causing that. De-registration in the meantime does not extend the time limit for repeating.
- (9) Repeat examinations are always to be sat according to the set of regulations according to which the first examination was sat.

### **§ 41 Loss of the right to examination and final failing (RO: § 47)**

- (1) The Master's examination is finally failed and the right to examination finally lost if
  1. a module examination is not passed after exhausting all possibilities to repeat it

2. a time limit set for delivery of certain performances according to § 25 was not observed
3. a time limit set for repeating a module examination according to § 40 was not observed
4. a serious case of deception or a serious case of disorderly conduct according to § 26 has been recorded.

(2) An announcement will be issued with a section on legal remedies about final failing of the Master's examination and the associated loss of the right to examination.

(3) If the student has finally failed the Master's examination in the degree course and therefore lost the associated right to examination, she or he should de-register. On request the student can receive, upon submission of the de-registration certificate, a certificate from the examinations office in which all passed module examinations, their grades and the earned credit points are listed and which states that the Master's examination was finally not passed.

## **Section IX: The Examination Certificate; Degree Certificate and Diploma Supplement**

### **§ 42 Examination Certificate (RO: § 48)**

(1) A certificate in English and German is to be issued concerning a successfully passed Master's examination, where possible within four weeks after arrival of the evaluation of the last examination performance, respectively according to the sample from the framework regulations. The certificate contains details of the modules with the module grades (also modules will be marked which did not go into the overall grade for the passed Master's examination), the topic and the grade for the Master's thesis, the standard period of study and the overall grade.

In the certificate there are also examinations in additional modules listed.

The certificate is to be signed by the chairperson of the examination committee and to be awarded the seal of Johann Wolfgang Goethe University. The certificate carries the date on which the last examination performance was delivered.

(2) The examination committee will, on request, also issue a certificate that the Master's degree earned corresponds in its contents with the respective diploma or the respective Master's degree.

### **§ 43 The Master's certificate (RO: § 49)**

(1) At the same time as receiving the certificate for the Master's examination the student also receives a Master's degree certificate in English with the date of the certificate according to the sample from the framework regulations (Appendix 9 RO). This represents certification of awarding of the academic grade. The degree certificate can also be issued in German on request.

(2) The degree certificate is signed by the Dean of Studies of the faculty of the faculty in charge and the chairperson of the examination committee and awarded the seal of Johann Wolfgang

Goethe University.

(3) The academic degree may only be used after handing over of the degree certificate.

#### § 44 Diploma Supplement (RO: § 50)

(1) A Diploma Supplement is issued according to international requirements along with the degree certificate and the certificate; this is a text which was agreed upon between the Conference of University Rectors and the Conference of Ministers for Cultural Affairs in which the respectively valid version should be used (sample in Appendix 10 RO).

(2) The Diploma Supplement contains an ECTS grading table. The overall grades which are awarded in the respective degree course in a comparable cohort should be recorded and their numerical and percentage-wise distribution of the grade stages are to be determined according to § 36 Paragraph 9 and presented in a table as follows:

Overall grades	Total number within the reference group	Percentage of graduates within the reference group
up to 1.5 (very good)		
from 1.6 to 2.5 (good)		
from 2.6 to 3.5 (satisfactory)		
from 3.6 to 4.0 (sufficient)		

The reference group arises from the number of graduates of the respective degree programme in a period of three study years. The calculation only occurs if the reference group consists of at least 50 graduates. If there have been less than 50 graduates within the comparative cohorts who completed the degree programme then, according to a resolution of the examination committee, further study years can be included in the calculation.

**Section X: Invalidity of the Master's examination; examination files;**

**Appeals and objections; examination fees**

**§ 45 Invalidity of examinations (RO: § 51)**

(1) If the student practiced deception for a course or examination performance and this fact only came to light after handing over the degree certificate then the examination committee can retrospectively appropriately correct the grades for those course or examination performances for which the student had practiced deception and can declare the examination or course performance as totally or partially failed. The examiner should be consulted beforehand. The student concerned should be given the opportunity to make a statement before the decision is finally reached.

(2) ) If the conditions for approval to sit an examination are not fulfilled, without the student wishing to be deceptive about this, and if this fact only came to light after handing over the degree certificate, then this deficit is remedied by maintaining the status of the examination. If the student gained admission to an examination by intentionally deceitful means then the examination committee will decide upon legal action against him while observing the Hessian state administration procedural law in its currently valid version. Paragraph 1 Sentence 3 applies appropriately.

(3) The incorrect certificate should be confiscated and possibly replaced with a new one. The incorrect certificate should be confiscated together with the Diploma Supplement and possibly also the respective degree programme records and possibly replaced with new ones. The Master's degree certificate is also to be confiscated with these documents if the examination was declared "failed" due to deceptive behaviour. A decision according to Paragraph 1 and Paragraph 2 Sentence 2 is excluded after a time limit of five years from the date on the examination certificate.

**§ 46 Gaining access to the examination files; retention periods (RO: § 52)**

(1) Within one year after completion of a module and completion of all of the examination procedures, the student can, on request, be allowed access to his/her examination files (examination reports, work to be examined as well as expert assessor reports).

(2) The examination files are to be kept by the examination officials. Pertinent for the retention periods for examination documents is § 20 of the Hessian Enrolment Regulations (HImmaVO) in their currently valid version.

**§ 47 Appeals and objections (RO: § 53)**

(1) It is possible to submit an appeal against decisions taken by the chairperson of the examination committee. It should be submitted within one month of announcement of the decision to the chairperson of the examination committee. The examination committee will decide on the objection and appeal. If the appeal does help to see any need to remedy the situation the chairperson of the examination committee will issue a justified notice of rejection with a section on legal remedies.

(2) The person in question can, in as far as a legal remedies section was included, raise a written objection within a month, otherwise within a year after announcement with the chairperson of the examination committee (examinations office) against adverse decisions taken by the examination committee and against the examiner evaluations. If the examination committee does not see any need to remedy the situation, if necessary after receiving statements from the examiners involved, the President will issue the notice of rejection. The notice of rejection should be justified and make reference to legal remedies.

#### **§ 48 Examination fees (RO: § 54)**

(1) If the presidium of the Johann Wolfgang Goethe University does not require levying of examination fees then paragraphs 2 and 3 are not needed.

(2) The examination fees are to be exclusively levied for administration costs of the examination officials. They are a total for the Master's examination including the Master's thesis of 100 Euro.

(3) The examination fees are due in two instalments, the first instalment upon applying for approval to sit a Master's examination, the second instalment upon approval to submit a Master's thesis. Payment of the examination fees should be accredited by the examinations office.

### **Section XI: : Final Provisions**

#### **§ 49 Coming into force [and transitional regulations] (RO: § 56)**

(1) This set of regulations for the Master's degree programme Interdisciplinary Neuroscience comes into force on the day of its publication in UniReport/statutes and the sets of regulations of Johann Wolfgang Goethe University, Frankfurt am Main.

The set of regulations for the Master's degree programme Interdisciplinary Neuroscience from 30.03.2009 last amended on 20.01.2014, published in UniReport/statutes and the sets of regulations of Johann Wolfgang Goethe University, Frankfurt am Main on 31.3.2014, ceased to be in force at the same time.

(2) This set of regulations applies for all students who begin their studies from the winter semester 2015-2016 in the Master's degree programme Interdisciplinary Neuroscience.

(3) Students who were enrolled in the Master's degree programme Interdisciplinary Neuroscience before coming into force of this set of regulations can, on request to the examination committee, complete their studies and sit the Master's examination according to this set of regulations. Already delivered course and examination performances will be credited according to § 28. The application is irrevocable.

Frankfurt, den 14.08.2015  
Prof. Dr. Meike Piepenbring

Dekanin des Fachbereichs Biowissenschaften

Frankfurt, den 28.08.2015  
Prof. Dr. Josef M. Pfeilschifter  
Dekan des Fachbereichs Medizin

Frankfurt, den 14.08.2015  
Prof. Dr. Michael Karas  
Dekan des Fachbereichs Biochemie, Chemie und Pharmazie

Frankfurt, den 18.08.2015  
Prof. Dr. Rolf van Dick  
Dekan des Fachbereichs Psychologie und Sportwissenschaften

Nicht amtliche Fassung



## Appendix 1: Regulation for special entry requirements

(1) Apart from the first professional qualification (usually Bachelor's degree), admission requires

- Proof of English language skills: If you are not a native speaker have to provide a proof of sufficient knowledge of the English language on C1 level- at least B2 level - of the Common European Framework of Reference for Languages.
- Letter of motivation
- A statement that you did not finally fail in another Master/Diploma degree program in the same or related discipline or that the decision on such a procedure is not pending.

The 80% CP, which are, according to §8, paragraph 7 necessary for the first professional qualification, must be proved only at the time of matriculation.

(2) The application needs to be accompanied by:

- CV including information of special interests, skills and talents that qualify you for the program.
- A letter of motivation explaining why you have applied for this program and that also covers your previous experience in the field of neuroscience (maximum two pages).
- Transcript of records, a detailed certificate of the present status of your studies and the anticipated date of completion of the Bachelor's programme.
- Certificate of qualification for university matriculation
- Language Certificate
- possibly: Letter of recommendation

(3) The examination committee for the Master's degree programme checks that all requirements have been met in compliance with Articles 1 and 2 and then continues with further proceedings. The committee may appoint one or several admissions committees to carry out this task. An admissions committee consists of at least two professors authorised as examiners of the Master's degree programme, an scientific employee authorised to act as an examiner as well as a student enrolled on the Master's degree programme who participates in an advisory role. The professorial majority must be maintained. If the examining board appoints several admissions committees for the same Master's degree programme, a common vote regarding the criteria for assessment, usually under the chairmanship of the chair of the examination committee, takes place at the beginning of the selection procedure. The examination or admission committee can also call on other members of staff for support.

(4) The committee awards the *motivational letter* with aptitude points in compliance with § 36 paragraph 3, according to the apparent level of motivation and aptitude for the Master's degree programme. An overall grade is formed consisting of 49% of said number of points and 51% of the number of points achieved with the first degree. The Admission requires a total point count of at least 40% of the maximum number of points

## Appendix 2: List of imported modules

Currently no modules are imported

Nicht amtliche Fassung

## Appendix 3: Description of Modules

Mast INS IN	"Introduction to Neuroscience" Einführung in die Neurowissenschaften		Compulsory module	13CP
1.	Contents:			
	<p><b>Series of lectures on selected topics in neurosciences I (WS)</b>  <b>Content:</b> Cellular, molecular and physiological background to the function of nerve and glia cells. Mechanisms of signal transduction. Plasticity, learning, memory, sensory systems, motor control, nervous system function, basis of cognition, development of the nervous system, rhythmic control of nerve function and anatomy of the human brain.</p> <p><b>Series of lectures on selected topics in neurosciences II (SS)</b>  The lectures go into more detail about specific aspects of experimental neurology, pathology and diagnostics, including non-invasive analyses of the human brain, degenerative diseases of the nervous system and medical psychology as well as methodological developments, e.g. optogenetics.</p> <p><b>Seminars relating to the lectures in selected topics in neurosciences I and II</b>  The students will assess research papers relevant to the lectures</p> <p><b>Introductory sessions</b>  Introducing neurobiology research in Frankfurt. Presenting the Master's programme.</p> <p><b>Colloquium</b>  Participating in 7 neurobiology oriented colloquia at the institutes</p> <p><b>Weekend seminar</b>  Presenting and discussing research projects within the Master's programme; thematisation of ethical and legally relevant aspects in the neurosciences</p>			
2.	Objectives			
	The students gain broad interdisciplinary background knowledge about neurosciences and their possible applications. They learn about neuroscientific research concepts and should be in the position to link together various specific areas and paradigms in neurosciences. They will be able to critically assess scientific research papers in the form of an oral presentation.			
3.	Prerequisites for participation:			
	None			
4.	Mode of teaching and learning:			
	Lecture, seminar, colloquium, self-studies			
5.	Degree programme records:			
	Proof of participation	In all units (except lectures)		
	Performance records:	Seminar talk in both seminars (WiSe, SoSe) related to the lectures		
	Pre-examination performances:	none		
6.	Module examination:		Form/duration	
	Module examination consisting of:			
	Cumulative module examination consisting of:	One written exam (90 minutes) per set of lectures: "Neuroscience I – selected topics" and "Neuroscience II – selected topics" (each at the end of a semester)		
7.	Module grade:			
	arithmetic average of the grades of both written exams			

Mast INS BM	„Basic Methods in Neuroscience“ Einführung in Basismethoden der Neurowissenschaften		Compulsory module 13CP
1. Contents:			
	<p>The module focusses on the following areas:</p> <p>(1) <u>Methods of cell biology, molecular biology and genetics</u>: Imparting of knowledge on practical and theoretical basics for working with chemical solutions, physical-chemical features of proteins and their isolation, subcellular fractioning and centrifugation, preparation of cell cultures, immune-histology and microscopy and the basic principles of molecular genetics and genomics.</p> <p>(2) <u>Anatomy of the central nervous system</u>: Using slices, plastic models and stored data-sets the structure and the development of the human brain and spinal cord are shown, including the autonomous nervous system and the cerebral blood supply. Furthermore imaging methods like MRI and fMRI are introduced. Also the evaluation of brains and animal model organisms are discussed.</p> <p>(3) <u>Electrophysiology</u>: In lectures and seminars/discussions the basics of membrane potentials, action potentials, forwarding of potentials, synaptic morphology/geometry/function are dealt with. Important methods for recognition and analysis of single neurons (extracellular, intracellular, patch-clamp) and neural networks activity are discussed. Both electrical and optical techniques of neural stimulation are presented.</p> <p>(4) <u>MATLAB-programming and statistics</u>: Basics of programming of neural data recordings and analysis with MATLAB are discussed. A focus lies on practical programming exercises. Basic statistical methods are introduced, discussed and realised in MATLAB.</p> <p>(5) <u>Legal and ethical aspects</u> of animal experimentation, genetic manipulations, biological safety and proper scientific conduct are imparted.</p>		
2. Objectives			
	<p>Within this module the students learn to discuss intensely and independently theoretical as well as practical contents of the study. They attain practical competence in cellular and molecular lab techniques, cell culture techniques and programming of neuro-biological questions in MATLAB. When having finished the module they have basic knowledge on neurogenetics. They have fundamental knowledge on human brain anatomy as well as animal models, can identify important cerebral structures and interpret histological preparations adequately. They possess basic knowledge regarding neural potentials and synaptic mechanisms and can assess potentialities and limitations of electro-physiological technologies. They can apply adequate statistical methods in assessing significance and comparison of neural records. They will attain competence regarding rules of good scientific practice, and to keep the directives regarding genetic works, bioassay practices, and animal welfare.</p>		
3. Prerequisites for participation:			
	None		
4. Mode of teaching and learning:			
	Lecture, seminar, practical, exercises, self-study		
5. Degree programme records:			
	Proof of participation	Regular participation in all units	
	Performance records:	Successful (at least grade 4= "sufficient") performance in graded tests following each teaching unit listed under "content"	
	Pre-examination performances:	none	
6. Module examination:			
	Module examination consisting of:	Form/duration none	
7. Module grade:			
	none		

Mast INS MN	„Methods in Neuroscience“ Einführung in neurowissenschaftliche Arbeitstechniken		Compulsory module 15CP
1. Contents:			
	The module is a practical on “Introduction to scientific research techniques”. The aim is to teach the students as much as possible about the most important experimental techniques recommended for the specialised topics of their Master’s project so that their thesis work can be completed successfully in the time available.		
2. Objectives			
	After completing the module, the students will be familiar with the basic techniques that apply directly to a Master’s project in their chosen topic. They will be able to efficiently find information about methods from publications and the Internet and evaluate the feasibility of experimental designs. They will be competent in criticizing methods and assessing artefacts.		
3. Prerequisites for participation:			
	Successful completion of the module “Introduction to Neurosciences” and the module “Basic Methods in Neuroscience” as well as at least 2 out of the 3 elective modules		
4. Mode of teaching and learning:			
	Practical, self-study		
5. Degree programme records:			
	Proof of participation		
	Performance records:	Practical protocol	
	Pre-examination performances:	none	
6. Module examination: Form/duration			
	Module examination consisting of:	none	
7. Module grade:			
	none		

Mast INS CC	„Current Concepts in Neuroscience“ Forschungskonzepte in den Neurowissenschaften		Compulsory module 16CP
1. Contents:			
	<p>The module includes a practical project and a seminar that aims to provide the students with the most important theoretical background for developing a research concept in one neurobiological topic. After working on recent scientific papers, they should identify critical unanswered questions as well as develop research strategies to solve them.</p> <p>Weekendseminar: Presentation and discussion of research projects in the neurosciences; thematisation of ethical and legally relevant aspects in the neurosciences</p>		
2. Objectives			
	<p>After completing the module, the students will be familiar with developing scientific research concepts as well as how to incorporate these into grant applications. The students will develop critical skills to assess the relevance and validity of different or even contradictory theories and research concepts.</p> <p>The students attain competence regarding rules of good scientific practise, and ethical aspects of topical methods in neuroscience like neural stimulation or neuroenhancement. They will attain topical knowledge concerning bioassay practise, protection of animals directives and animal welfare act.</p>		
3. Prerequisites for participation:			
	Successful completion of the module “Introduction to Neurosciences” and the module “Basic Methods in Neuroscience” as well as at least 2 out of the 3 elective modules		
4. Mode of teaching and learning:			
	Project work, Seminar, Practical, self-study		
5. Degree programme records:			
	Proof of participation		
	Performance records:	written research concept	
	Pre-examination performances:	none	
6. Module examination: Form/duration			
	Module examination consisting of:	Non-graded oral exam: seminar talk	
7. Module grade:			
	none		

Mast INS MA	„Masterthesis“ Masterarbeit	Compulsory module	30 CP
1. Contents:			
As part of the Master's degree a student uses scientific methods to work intensively and in detail on a particular question for a period of 6 months. The work can be experimental, empirical or analytic. The results must be written up in a Master's thesis in the style of a scientific paper. The quality of the work will be assessed based on the written thesis by the supervisor and a second referee.			
2. Objectives			
The students will be able to work intensively and in detail on a scientific question. They will have learned practical application of modern research methods and how to produce a written work in the style of a scientific publication.			
3. Prerequisites for participation:			
Proof of at least 79 CP			
4. Mode of teaching and learning:			
Practical, self-study			
5. Degree programme records:			
Proof of participation			
Performance records:			
Pre-examination performances:			
6. Module examination:		Form/duration	
Module examination consisting of:		Graded written work in the form of a Master's thesis	
7. Module grade:			
the grades will carry double the weight of the grades in all other modules			

<b>Mast INS A</b>	<b>Practical module „Basic Neuroscience“ Praxismodul “Neurowissenschaftliche Grundlagenforschung”</b>	Elective compulsory module 11 CP
<b>1. Contents:</b>		
	<p>The practical provides basic methods and technologies in basic research in the neurosciences. The students work on own topical projects under instructions and introduce the results in the form of a seminar talk. They learn how to present scientific work through writing up an appropriate result protocol.</p> <p>The module can be offered by departments of the Goethe university, from other universities in Germany and foreign countries as well as by external-university research facilities.</p>	
<b>2. Objectives</b>		
	The students gain knowledge in the realisation of neuro-biological experiments in the area of basic research. They learn working independently on scientific questions based on relevant publications.	
<b>3. Prerequisites for participation:</b>		
	none	
<b>4. Mode of teaching and learning:</b>		
	Practical, self-study	
<b>5. Degree programme records:</b>		
	Proof of participation	Regular participation
	Performance records:	The regulations of the provider of the elective module are applied. If the provider does not request any study proofs, a working report must be written, and talks have to be given on both, results of own experiments and topical literature.
	Pre-examination performances:	
<b>6. Module examination:</b>		
	Module examination consisting of:	Form/duration
		The regulations of the provider of the elective module are applied. If grading is not scheduled by the provider, the module completion exam shows a graded protocol.
<b>7. Module grade:</b>		



Mast INS B	Practical module „Clinical Neuroscience“ Praxismodul “Klinische Neurowissenschaften”	Elective compulsory module 11 CP
1. Contents:		
	<p>The practical provides basic methods and technologies in clinical neurosciences. The students work on own topical projects under instructions and introduce the results in the form of a seminar talk. They learn how to present scientific work through writing up an appropriate result protocol.</p> <p>The module can be offered by departments of the Goethe university, from other universities in Germany and foreign countries as well as by external-university research facilities.</p>	
2. Objectives		
	<p>The students gain knowledge in the realisation of experiments in the area of clinical neurosciences. They learn working independently on scientific questions based on relevant publications.</p>	
3. Prerequisites for participation:		
	<p>none</p>	
4. Mode of teaching and learning:		
	<p>Practical, self-study</p>	
5. Degree programme records:		
	<p>Proof of participation</p>	<p>Regular participation</p>
	<p>Performance records:</p>	<p>The regulations of the provider of the elective module are applied. If the provider does not request any study proofs, a working report must be written, and talks have to be given on both, results of own experiments and topical literature.</p>
	<p>Pre-examination performances:</p>	
6. Module examination:		
	<p>Module examination consisting of:</p>	<p>Form/duration</p> <p>The regulations of the provider of the elective module are applied.</p> <p>If grading is not scheduled by the provider, the module completion exam shows a graded protocol.</p>
7. Module grade:		

<b>Mast INS C</b>	<b>Practical module „Cognitive and Computational Neuroscience“ Praxismodul “Kognitive und theoretische Neurowissenschaften”</b>		Elective compulsory module 11 CP
<b>1. Contents:</b>			
	<p>The practical provides basic methods and technologies in the area of cognitive and theoretical neurosciences. The students work on own topical projects under instructions and introduce the results in the form of a seminar talk. They learn how to present scientific work through writing up an appropriate result protocol.</p> <p>The module can be offered by departments of the Goethe university, from other universities in Germany and foreign countries as well as by external-university research facilities.</p>		
<b>2. Objectives</b>			
	<p>The students gain knowledge in the realisation of experiments in the area of cognitive neurosciences and/or in computational modeling of neurobiological questions . They learn working independently on scientific questions based on relevant publications.</p>		
<b>3. Prerequisites for participation:</b>			
	none		
<b>4. Mode of teaching and learning:</b>			
	Practical, self-study		
<b>5. Degree programme records:</b>			
	Proof of participation	Regular participation	
	Performance records:	The regulations of the provider of the elective module are applied. If the provider does not request any study proofs, a working report must be written, and talks have to be given on both, results of own experiments and topical literature.	
	Pre-examination performances:		
<b>6. Module examination:</b>			
	Module examination consisting of:	<p>Form/duration</p> <p>The regulations of the provider of the elective module are applied.</p> <p>If grading is not scheduled by the provider, the module completion exam shows a graded protocol.</p>	
<b>7. Module grade:</b>			

<b>Mast INS D</b>	<b>Practical module „Applied Aspects of Neuroscience“ Praxismodul “Kognitive und theoretische Neurowissenschaften”</b>	Elective compulsory module 11 CP
<b>1. Contents:</b>		
	The practical provides basic methods and technologies in the area of applied aspects of neurosciences. The students work on own projects under instructions and introduce the results in the form of a seminar talk. They learn how to present scientific work through writing up an appropriate result protocol. The module can be offered by departments of the Goethe university, from other universities in Germany and foreign countries as well as by external-university research facilities.	
<b>2. Objectives</b>		
	The students gain knowledge in the realisation of experiments in the area of applied neurosciences. They learn working independently on scientific questions based on relevant publications.	
<b>3. Prerequisites for participation:</b>		
	none	
<b>4. Mode of teaching and learning:</b>		
	Practical, self-study	
<b>5. Degree programme records:</b>		
	Proof of participation	Regular participation
	Performance records:	The regulations of the provider of the elective module are applied. If the provider does not request any study proofs, a working report must be written, and talks have to be given on both, results of own experiments and topical literature.
	Pre-examination performances:	
<b>6. Module examination:</b>		
	Module examination consisting of:	Form/duration The regulations of the provider of the elective module are applied. If grading is not scheduled by the provider, the module completion exam shows a graded protocol.
<b>7. Module grade:</b>		

Mast INS WP	"Free-choice studies" Individuelle Leistungen		Elective compulsory module 11 CP
1. Contents:			
	<p>See description of respective module.            Modules can originate from e.g. Master programs of the departments of Informatics and Mathematics (FB 12), Biochemistry, Chemistry and Pharmacy (FB 14), Biosciences (FB 15), Philosophy and History (FB 8), Psychology and Sports Sciences (FB 05).            The module can also be offered by other universities in Germany and foreign countries. Alternatively an industrial placement or research training period can be carried out in a university or external-university research institution or a company..</p>		
2. Objectives			
	See description of respective module.		
3. Prerequisites for participation:			
	none		
4. Mode of teaching and learning:			
	Practical, Tutorial, Lecture, Seminar, Excursion, self-study		
5. Degree programme records:			
	Proof of participation	Regular participation	
	Performance records:	The regulations of the provider of the elective module are applied. If the provider does not request any study proofs, a working report must be written, and talks have to be given on both, results of own experiments and topical literature.	
	Pre-examination performances:		
6. Module examination:		Form/duration	
	Module examination consisting of:	<p>The regulations of the provider of the elective module are applied.            If grading is not scheduled by the provider, the module completion exam shows a graded protocol.</p>	
7. Module grade:			

## Appendix 4: An exemplary course of study plan

Semester	Unit	CP	Time required / when
1	Introductory unit (module: Introduction to Neuroscience)	0,5	1 week at semester start and mid of 1. semester
	Lectures on selected topics in neuroscience I with seminars (module: Introduction to Neuroscience)	6	4 SWH as of 7 <sup>th</sup> week of first semester
	Colloquium (1 <sup>st</sup> or 2 <sup>nd</sup> semester) (module: Introduction to Neuroscience)	0.5	0.5 SWH either 1. and/or 2. semester
	Weekend seminar (module: Introduction to Neuroscience, Current Concepts in Neuroscience)	1	1 SWH
	Module "Basic Methods in Neuroscience"	13	1st semester half
	Elective module 1	11	2nd semester half
2	Lectures on selected topics in neuroscience II with seminars (module: Introduction to Neuroscience)	5	3 SWH
	Colloquium (module: Introduction to Neuroscience)		See 1. semester
	Elective module 2	11	1st semester half
	Elective module 3	11	2nd semester half
3	Module: Current Concepts in Neuroscience Project work	15 1	16 SWH, 6 weeks
	Weekend seminar		
	Module: Methods in Neuroscience	15	15 SWH, 6 weeks
4	Master's project	30	6 months
Total		120	