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Study Regulations for the Master's (M.Sc.) programme 'Meteorology' offered by the Faculty of Geosciences/Geography at Johann-Wolfgang-Goethe University Frankfurt am Main, dated 10th February 2020

Approved by the Presiding Committee on 24th March 2020

Based on §§ 20, 44 (1) of the Higher Education Act of the State of Hesse in the version of 14 December 2009 (GVBl. I p. 666), last amended by Article 2 of the Law of 18 December 2017 (GVBl. p. 482), on 10th February 2020 the Faculty Council of the Faculty of Geosciences/Geography at Johann Wolfgang Goethe University Frankfurt am Main enacted the following Study Regulations for the Master's programme 'Meteorology'. The Presiding Committee of Johann Wolfgang Goethe University approved these Regulations in accordance with § 37 (5) of the Higher Education Act of the State of Hesse on 24th March 2020. They are hereby made public.

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Abbreviations:

- GVBl. Law Reporter for the State of Hesse (*in German: Gesetz- und Verordnungsblatt für das Land Hessen*)
- HHG Higher education Act of the State of Hesse (*in German: Hessisches Hochschulgesetz*) dated 14th December 2009 (GVBl. part I, p. 666), last amended by Article 2 of the Law of 18th December 2017 (GVBl. part I, p. 482)
- HImmaVO Enrolment Regulation of the State of Hesse (*in German: Hessische Immatrikulationsverordnung*) dated 24th February 2010 (GVBl. part I, p. 94), last amended on 1st February 2017 (GVBl. part I, p. 18)
- RO Framework Regulation for tiered and modulated study courses (*in German: Rahmenordnung für gestufte und modularisierte Studiengänge*) of Johann Wolfgang Goethe University Frankfurt am Main dated 30th April 2014

Part I: General

§ 1 Scope (RO: § 1)

These Regulations contain the course-specific regulations for the Master's programme Meteorology. It is applicable in conjunction with the Framework Regulation for tiered and modulated study courses (*in German: Rahmenordnung für gestufte und modularisierte Studiengänge*) of Johann Wolfgang Goethe University Frankfurt am Main dated 30th April 2014, published in 'UniReport Satzungen und Ordnungen' dated 11th July 2014 and as amended from time to time, hereinafter referred to as RO.

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

(1) Successful completion of the Master's programme provides additional professional qualification. The Master's examination serves to assess whether the students have achieved the goal of the Master's programme. The examinations are cumulative, i.e. the Master's examination consists of all module examinations in the Master's programme Meteorology as well as the Master's thesis.

(2) The cumulative Master's examination serves to assess whether the students have acquired in-depth knowledge in the areas under examination, understand the correlations within the subject and are able to apply scientific methods and knowledge in an independent manner, and whether they are prepared to transition into the professional world.

§ 3 Academic degree (RO: § 3)

Upon successful completion of the studies and the examinations, students will be awarded the academic degree of Master of Science, in short M.Sc., by the Faculty of Geoscience/Geography.

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

(1) The standard period of study for the Master's programme Meteorology is 4 semesters. The Master's programme may be finished in less time.

(2) If, pursuant to § 8 (3) below, conditions have been set in order to achieve equivalence of qualifications to be admitted to the Master's programme, and those conditions amount to between 7 Credit Points (hereinafter: CP) and 37 CP, the period of study is extended by one semester, and if these conditions amount to between 37 CP and a maximum of 60 CP, by two semesters.

(3) The Master's programme Meteorology is a consecutive programme. When studied full-time, consecutive programmes run for a total standard period of study of five years (ten semesters).

(4) Students enrolled in the Master's programme Meteorology must achieve 120 CP pursuant to § 13 below.

(5) Based on these Regulations, the Faculty of Geosciences/Geography offers a range of courses and determines appropriate dates for examinations to ensure that students can complete their studies within the standard period of study.

(6) It is possible to enrol in the programme as part-time student, either for parts of the programme or for all of it, pursuant to the laws of the state of Hesse. Students who enrol for part-time studies are not entitled to claim a specifically tailored range of courses.

§ 5 Study abroad (RO: § 5)

It is recommended that students complete at least one semester at a foreign university or plan for such studies abroad in the course of their Master's studies. Students can benefit from Goethe University's cooperation with foreign universities; relevant information can be obtained from the subject-specific guidance services and the International Office.

Part II: Programme objectives; start of studies and admission requirements

§ 6 Programme objectives (RO: § 6)

(1) The aim of the Master's programme Meteorology is to substantially broaden and deepen students' competences, knowledge and skills in the field of meteorology as well as in adjacent and supporting fields of study. These Master studies are commonly preceded by Bachelor's studies in Meteorology, or Physics with Meteorology as a minor.

(2) The science of meteorology deals with the physical and chemical processes that occur in the atmosphere, both from an empirical and a theoretical perspective. The topics climate, weather and quality of air are main focus points of meteorology, a subject rooted in physics. Furthermore, meteorology has close links to physical chemistry, chemistry, computer sciences, oceanography, hydrology and geography.

(3) Meteorology aims to describe natural processes in a way that can be quantitatively reproduced, and to establish quantitative correlations between diverse phenomena and categories of phenomena. This is achieved to a large degree by employing methods of mathematics, but it is distinguished from mathematics by the fact that it relates directly to natural processes.

(4) Properly trained meteorologists should be able to engage in practical application of the knowledge and skills acquired in their studies to work in the field of meteorology and preferably also in related sciences; they should have knowledge of, and the ability to assess, the results of their science.

(5) Successful completion of the Master's programme Meteorology confers wide-ranging professional qualifications. However, given the considerable range of areas from which to choose once they enter this profession, students must be able to acquire skills in a variety of specialist areas, quickly and with focus, even if they did not study these areas in depth during their time at university. This requires in-depth understanding and mastery of as wide a knowledge base as possible, including methodology. This knowledge is taught in the Bachelor's programme Meteorology, based on Physics, and is then consolidated and broadened in the Master's programme in order to increase the ability to apply their knowledge and skills in the field.

(6) A meteorologist's mastery of the science often requires further specialisation, which Bachelor's studies can only touch upon. The Master's studies begin with a more in-depth focus on the chosen specialisation and culminate in the Master's thesis, which comprises a student's independent work on a topical scientific issue. Thus, the Master's thesis is an original body of work and an exam performance which is essential for completing a meteorologist's education.

(7) The focus of the Master's programme Meteorology is on research.

(8) The Master's programme Meteorology, following the Bachelor's programme Meteorology and culminating in the degree of 'Master of Science', confers the ability to independently apply and further develop scientific methods in the field of meteorology. Students graduating from this programme with the degree of 'Master of Science' in Meteorology will be able to make independent contributions to the scientific and technological developments in their chosen specialisation and to meet changing professional and societal demands also at an international level. Importantly, a degree in meteorology demonstrates exceptional analytical skills, and graduates with these skills are commonly much sought after in the economical, industrial and public sectors. Typical areas of work are, for example:

- the German Meteorological Service as well as commercial weather services,
- environment agencies,
- R&D in the fields of environmental monitoring and measuring technologies and renewable energies,
- public authorities,
- systems analytics,
- data processing and analytics,
- corporate consultancy.

Furthermore, successful completion of Master's studies serves as qualification for Ph.D. studies.

§ 7 Start of studies (RO: § 7)

Studies in this programme can only be commenced in the winter semester.

§ 8 Admission requirements for the Master's programme (RO: § 9)

(1) Applications for admittance to the Master's programme Meteorology must be submitted either to the Examination Committee or to another body as designated by the President of Goethe University. The Examination Committee determines the details of the application process and decides whether an applicant is admitted, para. (7), 2nd sentence notwithstanding. If admission to the Master's programme is subject to any restrictions, the provisions of the Regulation on Choice of University (*in German: Hochschulauswahlsatzung*) as currently applicable must be taken into account.

(2) The following general requirements must be fulfilled for admittance to the Master's studies:

- a) a Bachelor's degree in Meteorology or a degree in a field of studies that covers fundamentally the same areas as meteorology, provided these programmes have a standard period of study of 6 semesters or a minimum of 180 CP;
- b) an equivalent or higher degree from a German university or a German university of applied sciences in a related field of studies (e.g. a Bachelor's degree in physics with meteorology as a focus/minor subject), provided these programmes have a standard period of study of at least 6 semesters or a minimum of 180 CP;
- c) an equivalent or higher degree from a university abroad, in the same or a closely related field of studies, provided this programme had a standard period of study of at least 6 semesters or a minimum of 180 CP.

(3) In the cases described in para. (2) b) and c), a student may be admitted conditional on completion of additional course work and module examinations amounting to a maximum of 60 CP in order to achieve equivalence with the Bachelor's programme Meteorology at Goethe University. Such conditions may cover, in part or as a whole, requirements which do not form part of the Bachelor's programme but are necessary for admission to such studies, e.g. knowledge of foreign languages.

The additional requirements are not part of the Master's examination. If conditions are set, the period of studies may be extended. The Examination Committee sets the deadline for fulfilment of such conditions and informs the student hereof in the admission notice, para. (7), 2nd sentence below notwithstanding. If a student fails to fulfil the conditions as required, any decision based thereupon must be revoked.

(4) Applicants from abroad are advised to provide proof of German language skills at level B1 of the 'Common European Framework of Reference for Languages'.

(5) Furthermore, applicants must provide proof of English language skills at, as a rule, level C1 or, at a minimum, B2 under the 'Common European Framework of Reference for Languages' of September 2000. Proof of these language skills can be provided in

- a) the German 'Abitur' certificate or
- b) upper school report cards (*in German: Oberstufenzeugnisse*) or proof of English studies at school for five years or
- c) an English-language Bachelor's degree or
- d) UNICert level 2 certificate or
- e) a TOEFL test (Internet based score of at least 87) or
- f) any other form of proof that is recognised as equivalent by the Examination Committee.

(6) Students who do not yet have their final Bachelor's certificate may apply for admission to the Master's programme based on proof of enrolment and a special attestation. Such attestation must be based on completed exam work amounting to at least 80 per cent of the CP required for the Bachelor's degree; it must contain a preliminary average grade calculated in accordance with the relevant Study Regulation and based on the exam work; and it must be issued by the authority in charge of issuing certificates at the previous university. The admissions process will be based on such preliminary average grade, unless the final grade is provided before completion of the admissions process. Any admission based on this special attestation is conditional on submission of the Bachelor's

certificate by the end of the first semester. If the Bachelor's certificate is not submitted by this deadline, the admission lapses and the enrolment must be withdrawn.

(7) The Examination Committee decides whether the admission requirements are fulfilled and, if applicable, preliminary admission pursuant to para. (6) can be granted. To this end, the Examination Committee may decide to establish an Admissions Committee, para. (1), 4th sentence notwithstanding.

(8) Applicants who fulfil the admission requirements will be admitted by the President of Goethe University. Adverse decisions will be communicated in writing by the Examinations Committee or the Admissions Committee; such notice of rejection must contain instructions on the right to appeal. Conditions stipulated pursuant to para. (3), if applicable, may be set out either in the notice of admittance or in a separate notice by the Examinations Committee or the Admissions Committee.

(9) The requirements for admittance to the Master's examination are set forth in § 22. Accordingly, when applying to be admitted to the Master's examination, students must state, in particular, whether they have already failed their final attempt to pass an interim examination, a preliminary diploma examination, a Bachelor's examination, a Master's examination, a diploma examination, an examination at a church-run university or other final state-approved examination in the relevant subject or in an equivalent subject (a study programme with a predominantly equal subject focus) at the university, or whether they are currently taking an examination in such subject or study programme at a university in Germany or abroad and have not yet completed it.

Part III: Structure and organisation of the studies

§ 9 Structure; modules (RO: § 11)

(1) The Master's programme Meteorology is a single-subject programme.

(2) The Master's programme Meteorology is a modular programme. A module is a teaching and learning unit which is complete in itself regarding time and content. It comprises a set of classes with interrelating content including practical phases, project work, and independent studies, and is focused on achieving a pre-defined learning outcome. Modules cover one to two semesters.

(3) There are compulsory modules (which include the Master's thesis) and electives, which must be chosen from a given catalogue of modules.

(4) The Master's programme Meteorology is structured in three phases: foundation, consolidation and final. The foundation phase comprises, above all, the first two subject semesters. It combines modules from the elective areas 1 and 2 (WP 1 and WP 2 - *in German: Wahlpflichtbereich, WP*); from the area of subjects chosen as a minor (NF - *in German: Nebenfachbereich, NF*); and the optional module (OPT). From this foundational phase, 54 CP will be carried forward to the Master's degree. The elective area 1 comprises a selection of two of the four modules ME, MG, MK and MT (graded, 2 x 12 CP). The elective area 2 comprises a selection from the modules SPV1, SPV2, INT and EXK (6-30 CP). The consolidation phase comprises the compulsory modules 'subject-specific specialisation' SPE, 'project work' PR, and 'group seminar' AGS (*in German: Arbeitsgruppenseminar*). In this phase, students can specialise in specific areas, with an emphasis on independent scientific work and direct treatment of current research topics. Students receive a concrete and detailed introduction to the methodology of scientific work in a field of meteorology. This consolidation phase comprises 36 CP. The final phase comprises the

module 'Master's thesis' MA (*in German: Masterarbeit*) (graded, 30 CP). It focuses on original and in-depth work on, and a complete presentation of, a current scientific issue in the field of meteorological research.

(5) Students can choose one or two minor subjects. It is recommended to choose one or two minor subjects, however it is also possible to complete the Master's studies without studying a minor subject. If no minor subject is chosen, more modules have to be chosen from elective area 2. Students are free to choose which modules to take in a minor subject, provided that overall, these modules are chosen from no more than two minor subjects. Permissible minor subjects are:

- Physics
- Chemistry
- Computer Sciences
- Economics

Upon application by a student, the Examination Committee can admit further minor subjects and imported modules as part of the minor subject area. This requires consultation with and consent of the Dean of Studies (*in German: Studiendekan*) of the exporting study programme. The imported modules in the minor subject area can be offered in English or in German. It is not necessary to study a minor subject as a whole; students can choose one or several modules from a minor subject. Within the minor subject area, students can choose modules amounting to at least 8 CP and at most 24 CP.

(6) The Master's programme Meteorology comprises an optional module OPT, which can be chosen freely from among all of the study programmes offered by Goethe University. Engagement in student political are credited with up to 2 CP. The optional module can be credited with up to 5 CP (not graded) as part of the Master's degree.

(7) The module INT focuses on practical work and supports subject-specific scientific reflection with reference to practical matters. Details are set forth in § 11.

(8) The allocation of the modules to the phases set forth above, the degree to which modules are compulsory and the Workload in CP for students as calculated pursuant to § 13 yields the following structure:

	Compulsory (PF, 'Pflichtfach') / elective (WP 'Wahlpflichtfach')	Credit Points (CP)	Explanation
Foundational phase	PF	54	
Elective area 1 (WP1)	WP	24	
Elective area 2 (WP2)	WP	6-30	
Minor subject area (NF)	WP	0 or 8-24	
Optional module (OPT)	WP	0-5	
<i>Sum of WP2+NF+OPT = 30 CP</i>			
		36	
Consolidation phase			
Module SP (subject-specific specialisation)	PF	15	
Module PR (project work)	PF	15	

Module AGS (working group seminar)	PF	6
Final phase		30
Module MA (Master's thesis)	PF	30
Sum		120

(9) If there is a lack of teaching capacity, the Faculty Council can decide to limit which elective modules can be chosen. Such limitation must be communicated to the students without delay by the Dean's office. § 16 (2) applies.

(10) The Faculty Council can admit further elective modules if they correspond in volume and requirements to the elective modules covered by these Regulations. This does not require amending these Regulations. § 12 (4) applies. § 16 (2) must be taken into consideration.

(11) The classes in a module are divided into compulsory and elective classes. Content and form of compulsory classes are clearly defined in the module description. Elective classes are classes that students must choose within a module from a specific subject area or a specific topic area.

(12) As a rule, classes will be taught in English.

(13) If classes within one module build on one another, students must take them in the order set forth in the module description.

(14) Provided that places are available, students can take examinations or have their work assessed in additional modules that are not prescribed by these Regulations. The result of such examination is not taken into account in the overall grade of the Master's examination.

§ 10 Imported modules (RO: § 12)

(1) If modules for the Master's programme Meteorology are imported from other study programmes ('imported modules'), they are governed by the examination regulations of the exporting faculty. They are listed in Appendix 2. The Examination Committee will incorporate any changes into the module handbook (cf. § 12) and will publish them on the course-specific website (cf. § 16 (2)) in a timely manner.

(2) The provisions of § 12 RO apply.

§ 11 Practical modules (RO: § 13)

(1) The Master's programme Meteorology comprises an optional external practical module INT. Details are set forth in the module description.

(2) Students are expected to find a practical work placement for themselves. The practical module manager (module manager) advises students on finding a placement and offers advice throughout the practical module.

§ 12 Module descriptions / module handbook (RO: § 14)

(1) For each compulsory and elective module, Appendix 4 contains a module description pursuant to § 14 (2) RO. The module descriptions form an integral part of these Regulations.

(2) The module descriptions are complemented by a module handbook, which is updated on a regular basis. It contains additional information pursuant to para. (3) and serves, in particular, to inform students.

Pursuant to § 14 (5) RO, the module handbook contains, at a minimum:

- (if applicable) identification as imported module
- module cycle (e.g. annual or per semester)
- study hours divided into contact hours and private study hours, in hours and Credit Points (CP)
- duration of the modules
- recommended requirements
- language of instruction / language of examination
- classes and their format, as well as lessons per semester week and Credit Points
- transferability of the modules
- module manager
- (if applicable) a recommendation for the semester during which the modules should be taken.

(3) The Faculty Council may pass a resolution to effect changes to the module handbook that do not concern the content of the module descriptions pursuant to § 14 (2) RO, provided that such resolution is passed, and is published on the course-specific website, in a timely manner before the start of a semester's lecture period. The changes must not result in any significant changes to the curriculum. The university's IT centre should be consulted regarding these changes in a timely manner before the Faculty Council passes any such resolution.

(4) Changes regarding imported modules may be effected by the faculty offering such modules; this does not require changing these Regulations. Such changes will be incorporated into the module handbook, and published on the course-specific website, in a timely manner.

§ 13 Scope of studies and modules; Credit Points (CP) (RO: § 15)

(1) Each module is allocated Credit Points (CP) based on the European Credit Transfer System (ECTS), taking into account the resolutions and recommendations of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder and of the Standing Conference of Rectors at German universities. The CP system enables the transfer of completed work to other study programmes at Goethe University or another university and vice versa.

(2) CP are a quantitative measure for the workload that a student of average skill and talent must calculate for successful completion of the module in question: contact hours, participation in external practical work experience or excursions, preparation of material and homework, preparation and execution of their own contributions, and examinations (hereinafter "Workload"). One CP is equivalent to a Workload of 30 hours. The maximum number

of regular hours allotted to a study year is 1,800. Thirty (30) CP are equivalent to the average Workload per semester.

(3) A Master's degree in meteorology requires 300 CP, including undergraduate studies up to the first exam qualifying to enter a profession.

(4) CP are awarded only for modules that have been successfully completed in full.

(5) The Examination Office creates a CP account for every student enrolled in the programme. Subject to organisational conditions, students may access their CP account at any time.

(6) The Workload will be monitored as part of the evaluation pursuant to § 12 (1) and (2) HHG and as part of the re-accreditation of the study programme and will be adapted to the actual workload established in such evaluation.

§ 14 Teaching and learning formats; access to modules (RO: § 16)

(1) The classes in the Master's programme Meteorology are offered in the following formats:

- a) Lecture: the lecturer presents and conveys basic and specialised knowledge as well as methodology, where appropriate in conjunction with demonstrations or experiments. Content is developed and conveyed in interaction between lecturers and students.
- b) Tutorials: processing and consolidation of material, acquiring subject-specific methodology and special skills by working through and discussing tasks that serve to illustrate specific points.
- c) Proseminar / Seminar: students acquire academic knowledge, or work on current problems and issues, by applying academic methodology; this is based on contributions prepared (as a rule) by students and on the acquisition, practice and consolidation of presentation and discussion techniques.
- d) Practicals: supervised execution of practical tasks (experiments, work with scientific instruments, and/or computer simulations); learning to apply scientific research and solution-finding methods; acquiring subject-specific skills and insights into functional processes.
- e) Project work: students develop concepts and realise solutions for complex tasks closely related to practical issues; social competences are acquired by mostly independent work on the task, accompanied by subject-specific and methodological guidance.
- f) Excursion: an event outside university, including preparation.
- g) Internship: students gain job-related experience by active participation, as a rule outside university (the place of practical training), under guidance at the place of practical training, and as a rule accompanied in subject-related and methodological matters by teaching staff.
- h) Tutoring/mentoring: a class preparing for tutorials pursuant to § 75 (1) HHG as well as the actual tutorial; training in how to convey subject-related and didactical competences; acquiring presentation and discussion techniques. Teaching staff provide subject-related and methodological guidance.
- i) Independent study: independent study of content and material; completion of tasks and exercises; exam preparation.

If the module description stipulates that access to the classes of a module depends on successful completion of other modules or on consulting the university's course guidance services, or if the module description makes participation in a particular class conditional on an attendance record or performance record obtained in another class, fulfilment of such conditions shall be verified by the Examination Office or by the lecturer of the class in which the student wishes to participate.

(2) The module description may stipulate that participation in the module, or in specific classes of the module, requires binding registration. The course-specific website shall publish in a timely manner whether and in what form such binding registration is required.

§ 15 Study records (performance and attendance records) (RO: § 17)

(1) During the studies, study records (performance records and attendance records) serve as proof of due participation in the course (prerequisite for admission to exams) and, combined with the CP for successful completion of the module examination, as prerequisite for awarding the CP required by the module. The following provisions apply:

(2) If the module description requires regular attendance of classes, such attendance will be documented by way of participation records or attendance lists. The lecturer of the relevant class determines the form of such documentation. A record of regular attendance does not in itself constitute course work pursuant to para. (6).

(3) It shall count as regular attendance if a student attends all individual sessions scheduled by the lecturer in the course of a semester. It shall also count as regular attendance if a student has missed up to three sessions in a class comprising 15 sessions overall, or has missed 20 per cent of classes in the case of fewer sessions. If a student has missed more sessions than permitted due to reasons beyond his or her control, such as illness, necessary supervision of a child in their household or nursing a close relative (child, parent, grandparent, spouse, civil partner) or because they have been elected or appointed as member of the academic or student council, the module manager determines if and in what manner an equivalent performance is required and appropriate. The provisions of § 25 regarding compensation for disadvantages must be taken into account.

(4) In derogation from paragraph (3), the module description may require not only regular attendance of a class pursuant to para. (3) but also active participation in the class for students to obtain an attendance record. The module description may also simply require active participation. Active participation consists of minor tasks such as keeping minutes, short oral presentations and group work, as determined by the lecturer. Such performances are neither graded nor assessed as pass/fail.

(5) Participation in a work experience must be confirmed by the relevant training facility. Such confirmation must contain the following: name of the training facility; first name, surname, date of birth, and student number of the trainee; and form and duration of the work experience. The student must write a report on the work experience; such report will be assessed as pass/fail.

(6) A performance record as required in the module description for a class serves to document successful completion. Work counts as successfully completed if the teacher has assessed it as a 'pass' according to the module description or graded it positively pursuant to § 37 (3). In the case of group work, it must be possible to clearly distinguish and assess the individual contribution. The grades for this type of work are not taken into account for the module grade.

The teacher may determine that a performance record also requires regular attendance pursuant to para. (3).

A performance record also requires regular attendance in class if this is set forth in the module description. It is considered regular attendance if the student attended all of the individual classes scheduled by the lecturer or other teaching staff for the course of a semester. The same applies if the student has missed up to three individual classes (of an overall number of 15 classes) or 20 per cent of lecture time (in the case of fewer than 15 individual classes). If a student misses more than the permissible number of classes due to reasons beyond his or her control, such as e.g. illness, necessary care for a child in his or her household or nursing a close relative (child, parent, grandparent, spouse, civil union partner) or participation in the Academic Council as an appointed or elected member, the module manager determines if and in what form equivalent work needs to be submitted and is appropriate. The provisions for making up for disadvantages set out in § 25 must be taken into consideration.

(7) Course work shall be, in particular, any of the following:

- in-class papers
- written work or term papers
- seminar talk (with or without written documentation)
- expert discussions
- work reports, project reports
- completion of exercises
- experiments
- tests
- literature reports or documentations
- excursions.

The lecturer shall communicate form and time frame for the course work to the students at the beginning of the semester. The criteria for awarding a performance record may not be altered during the semester in a way that constitutes a disadvantage for the students. The lecturer may allow students to rewrite a written task for improvement within a specified time frame

(8) Students must produce non-supervised written work in accordance with good academic practice. When submitting the work, the student must include a written declaration that it has been prepared independently and that all sources and resources that were used are listed in the work. Furthermore, such declaration must include a statement that the work has not yet been submitted, in whole or in part, as course work or exam work in another study programme. § 27 (1) applies. In order to verify that the work has been produced in accordance with good academic practice, lecturers may request that students submit non-supervised written work in an appropriate electronic format. The Examination Committee shall provide detailed regulations.

Course work graded as 'pass' cannot be repeated. Failed course work may be repeated without limitation.

§ 16 Study schedule; information (RO: § 18)

(1) The study schedule contained in Appendix 1 serves to help students design their studies in a focused manner. It takes into account content correlations between modules and organisational issues related to the overall range of classes on offer.

(2) The faculty will create a course-specific website for the Master's programme Meteorology, with up-to-date general information and provisions regarding the programme as well as the module handbook, the study schedule and – if modules are imported or exported – a list of the current offer of import and export modules of the study programme. All information will be made available in both German and English.

(3) Based on the module descriptions and the study schedule, the faculty will create a course catalogue for the Master's programme Meteorology. This catalogue contains comments as well as descriptions of the content and organisation of the classes on offer. It is updated for each semester and should be published in the last week of lectures of the preceding semester.

§ 17 Study guidance; orientation (RO: § 19)

(1) Throughout their studies, students have the possibility to consult the study guidance services of the Faculty of Geosciences/Geography. The study guidance services are provided by staff appointed by the dean of studies. The study guidance services provide support for students in particular regarding the design of their studies, study techniques and choice of classes. Students are encouraged to avail themselves of study guidance services in particular:

- at the beginning of their first semester;
- if they have failed an examination or failed to obtain required performance records;
- if they have problems with individual classes;
- if they want to change their course or university.

(2) In addition to the study guidance services of the Faculty of Geosciences/Geography, students can also avail themselves of the services offered by the Centre for Study Guidance of Goethe University. The centre provides general study guidance services regarding possibilities of studies, content, structure and requirements of a course, and offers counselling in cases of study-related personal difficulties.

(3) Before the start of the lecture period for each semester in which students can commence their studies, there is an orientation event. New students will be invited to such events by notice on a notice board or in another form. This orientation event offers information about the structure and overall design of the study programme as well as about semester-specific details. Students have the opportunity to ask, in particular, about the organisation of their studies.

§ 18 Academic management and module managers (RO: § 20)

(1) The dean of studies of the Faculty of Geosciences/Geography is in charge of the academic management of the Master's programme Meteorology, unless the Faculty Council, acting upon the Dean's suggestion, delegates this function for a period of two years to a member of the professors' group who is qualified to take examinations in

the Master's programme. The person so designated (hereinafter: academic manager) is a consulting member of the Academic Commission (*in German: Studienkommission*) and shall, in particular:

- coordinate the study programme's classes and examinations in cooperation with the module manager and, if appropriate, in cooperation with other faculties;
- create and update lists of examiners;
- in cooperation with the Academic Commission, evaluate the study programme and implement, if necessary, any resulting measures in order to ensure high quality (cf. § 6 of the Regulations for Evaluating Teaching and Studies);
- if appropriate, appoint the module manager (para. (2) notwithstanding).

The study programme's academic manager will appoint a module manager for every module from among the teaching staff. In the case of modules that are available across several faculties, the module manager is appointed in consultation with the dean of studies of the relevant faculty. The module manager should be a professor or a tenured member of the teaching unit in charge of the Master's programme Meteorology. The module manager is responsible for coordinating all module-related content and is in charge of organisational issues as assigned to her or him by these Regulations, in particular regarding the organisation of the module examination. In case of unavailability, the study programme's academic manager will act as the module manager's alternate.

Part IV: Organisation of examinations

§ 19 Examination Committee; Examination Office (RO: § 21)

- (1) The Faculty Council establishes an Examination Committee for the Master's programme Meteorology.
- (2) The Examination Committee consists of seven members in total: four members of the professors' groups, one member of the academic staff, and two students enrolled in the Master's programme Meteorology.
- (3) The members of the Examination Committee, as well as their alternates, are elected by the Faculty Council of the Faculty of Geosciences/Geography upon nomination by their respective groups. The student members hold office for one year, the other members for two years. Re-election is possible.
- (4) In matters concerning a member of the Examination Committee, the member in question shall not exercise his or her functions and shall be represented by his or her alternate. This does not apply to strictly organisational matters.
- (5) The Examination Committee elects a Chair from among the members of the professors' group.

The Deputy Chair is elected from among the professorial members of the Examination Committee or their alternates. The Chair is in charge of managing the Examination Committee's affairs, sends out invitation to meetings of the Examination Committee, and presides over all discussions and the passing of resolutions. As a rule, the Examination Committee shall meet at least once per semester; it must meet if this is requested by at least two of its members.

(6) The meetings of the Examination Committee are not open to the public. The Examination Committee is quorate when at least half of its members, including the Chair or Deputy Chair, are present and the members of the professors' group hold a majority. Resolutions can be passed only by consent of the majority of the members present. In case of a tie, the Chair's vote decides. Decisions by the Examination Committee must be recorded in minutes. The Committee's meetings shall follow the procedural rules laid down in the Rules of Procedure for Committees (*in German: Geschäftsordnung für Gremien*) of the Goethe University.

(7) The module managers for the Master's programme Meteorology participate in the Examination Committee in an advisory capacity.

(8) The Examination Committee may delegate individual tasks to the Chair for sole execution and decision. The members of the Examination Committee and the affected candidate may file protest against such a decision. The Chair of the Joint Examination Committee may delegate the execution of tasks to the Examination Office, which acts as office for the Examination Committee and conducts the committee's current affairs as instructed by the Committee and its Chair.

(9) The Examination Committee's members and their alternates are subject to confidentiality as public office holders. Committee members who are not civil servants must be instructed as to their confidentiality obligations by the Chair, and they must sign a confirmation that they will comply with these confidentiality obligations, such confirmation to be kept on record.

(10) The Examination Committee's members are entitled to observe oral examinations.

(11) Subject to the rules of data protection laws, the Examination Committee can publish resolutions, dates and other decisions by posting them on the Examination Office's notice board, or by any other appropriate means pursuant to § 41 of the Administrative Procedure Act of the State of Hesse; such publication is legally binding.

(12) A candidate must be notified without delay and in writing of any detrimental decisions by the Examination Committee or its Chair. The notification must contain the reasons for the decision as well as instructions on the right to appeal. Before taking such detrimental decision, the candidate must be heard.

§ 20 Tasks of the Examination Committee (RO: § 22)

(1) The Examination Committee and the Examination Office in charge of the Master's programme Meteorology are responsible for the organisation and proper execution of the examinations for the Master's programme Meteorology. The Examination Committee monitors compliance with these Regulations and, in case of doubt, decides on the interpretation of these Regulations. The Examination Committee decides any exam-related issues that are not assigned to another organ or committee or to the Chair of the Examination Committee by regulation or ordinance.

(2) As a rule, the Examination Committee is in charge of the following tasks in particular:

- deciding whether a candidate is admitted to the Master's programme; this includes deciding whether the candidate has to make up for course work or exam work in a Bachelor's Programme as well as deciding whether to grant preliminary admittance;
- setting examination dates and periods as well as deadlines for registering for and withdrawing from the examinations, and making this public;

- appointing examiners, if applicable;
- deciding whether a candidate is admitted to an examination;
- deciding whether course work and/or exam work is credited pursuant to §§ 29, 30, and whether such crediting is conditional upon the student making up for course work and exam work;
- calculating and publishing exam grades as well as the overall grade for the Master's degree;
- decisions regarding the Master's thesis;
- deciding whether a student has achieved a 'pass' or 'fail';
- decisions regarding compensation for disadvantage and regarding extensions of deadlines for examinations or work to be submitted;
- decisions regarding a breach of examination rules;
- decisions regarding the invalidity of the Master's degree;
- positive decisions regarding candidates' appeals and protests against decisions made in the course of the examination process;
- regular reports to the Academic Commission regarding the development of examination and study times, including the time allotted to the Master's thesis, as well as reports on student demand for individual electives;
- disclosure of the allocation of subject grades and overall grades;
- suggestions to amend these Regulations.

(3) In order to monitor compliance with the rules of good academic practice, the Examination Committee is entitled to check academic work for fraud and attempted fraud using appropriate electronic means. To this purpose, the Committee can request that the exam work be submitted in electronic form within a reasonable deadline. If a candidate does not comply with such request, the work may be graded as 'fail'.

§ 21 Examiners; observers (RO: § 23)

(1) The following persons are entitled to take examinations: members of the professors' group, members of the academic staff mandated to perform teaching duties independently, and teaching staff mandated for special tasks (cf. § 18 (2) HHG). Private lecturers, professors who are not members of the university's staff, honorary professors who teach one of the subjects to be examined, and professors who have been released from teaching duties as well as retired professors may, subject to their consent, be appointed as examiners by the Examination Committee.

The Examination Committee may, on a case-by-case basis, appoint a second reviewer from among persons entitled to take examinations pursuant to the 1st sentence above who are not members of the staff of Goethe University.

Exam work may only be assessed by someone who has at least the same as or an equivalent qualification as the qualification that is the subject of the examination.

(2) As a rule, the teacher teaching a module also takes the module examination without having to be specifically mandated by the Examination Committee. If a teacher is prevented by compelling circumstances to take the examination, the Examination Committee can appoint a different examiner.

(3) Written examinations that cannot be repeated must be assessed by two examiners, § 36 (17) notwithstanding. Oral examinations must be taken by two examiners, or by one examiner with one observer present.

(4) Only members of Goethe University who have passed at least a Master's examination or an equivalent examination may be appointed as observers for oral examinations. Observers are appointed by the Chair of the Examination Committee. The Chair may delegate such appointment to the examiner.

(5) Examiners and observers are bound by confidentiality obligations by reason of public office.

Part V: Conditions for admission to examinations; procedure

§ 22 First registration for and admission to the Master's examination (RO: § 24)

(1) Students must submit a completed registration form for admittance to the Master's examination to the Examination Office for the Master's programme Meteorology at the latest together with the registration for the first module examination in the Master's programme Meteorology. The registration for the examination must include, in particular (unless these have already been submitted upon applying for the study programme):

- a) a statement specifying whether the student has already definitely failed a Bachelor's examination, a Master's examination, a 'Magister' examination, a Diploma examination or an examination at a church-run university or another final state-approved examination in the relevant subject or in an equivalent subject (a programme with a predominantly equal subject focus) at a university, or whether he or she is currently taking an examination in such subject at a university in Germany or abroad and has not yet completed it;
- b) a statement specifying whether and, if applicable, how many times the student has already failed module examinations in the Master's programme Meteorology or in the same modules of a different study programme at a university in Germany or abroad;
- c) if applicable, proof of course work and exam work already completed, which are to be included in the study programme;
- d) proof of English language skills pursuant to § 8 (5).

(2) In exceptional cases and upon request by the student, the Examination Committee may waive the requirement to enrol for individual module examinations, in particular when the student has changed university, changed the subject, or resumes interrupted studies.

(3) The decision about admittance of a student rests with the Chair of the Examination Committee and, in cases of doubt, the Examination Committee, if appropriate after consulting a representative of the teaching body of the subject in question (*in German: Fachvertreter*). A student is not admitted if

- a) submitted documents are incomplete
- b) the admission requirement listed in para. (1) (d) are not met or

- c) the student has definitely forfeited his or her right to be examined in a module pursuant to para. (1) (b) or in the study programme in question or if the student has definitely failed one of the examinations listed in para. (1) (a).

(4) Upon request by the student, the Examination Committee decides about exceptions to paragraphs (1) and (3).

(5) The Chair of the Examination Committee notifies the student in writing of a negative admissions decision. Such notification must contain reasons for the decision and instructions on the right to appeal.

§ 23 Time of examination and registration procedure (RO: § 25)

(1) Module examinations are taken in a timely context and related to the content of the relevant module. Examinations of compulsory modules, and of those electives that are offered only once a year, should, as a rule, be offered at least twice per year.

(2) The oral examinations and in-class papers completing a module are to be taken within the time frame determined by the Examination Committee. As a rule, this should be during the first two and last two weeks of the time between terms when there are no lectures.

(3) The Examination Committee determines the exact dates of the module examinations together with the examiners. The Examination Office publishes an examination schedule with time and location of the examinations as well as the names of the examiners involved as early as possible, at the latest four weeks before the examination dates, such publication to be effected by notice on a notice board or other appropriate means. If compelling reasons necessitate a deviation from this examination schedule, new dates require the consent of the Chair of the Examination Committee.

The examiner will communicate dates for oral final module examinations, if appropriate in consultation with the students.

(4) The Examination Committee determines registration periods (as a rule, two weeks) for the module examinations, which must be published by notice or other appropriate means at the latest four weeks before the beginning of the registration period by notice on a notice board or other appropriate means.

(5) Candidates must register for each module examination within the registration period in writing or, if so determined by the Examination Office, in electronic form, with the Examination Office. The Chair of the Examination Committee decides, in justified exceptional cases and upon request by a student, on possible extensions of the period of registration for a module examination. § 24 (2) 3rd sentence applies.

(6) Only students enrolled at Goethe University can register for and take a module examination, § 22 (2) notwithstanding. In order to register for the relevant module examination, a student must have been admitted to the Master's examination and can not yet have definitely failed the module examination in question. Furthermore, the student must provide the performance and attendance records as required by the module description for the module. If admittance to a module examination is conditional on course work and such has not yet been completed in full, the student may be admitted to the module examination subject to completion. The module is assessed as 'pass' only once any and all of the module's course work and module examinations have been passed successfully. The decision about any exceptions rests with the Examination Committee. Students on a sabbatical may not take examinations or acquire performance records. However, it is possible to repeat a failed examination during leave

time. Students are furthermore entitled to complete study work and take examinations during leave time if the leave is granted for any of the following reasons: maternal leave, parental leave, nursing relatives who are in need of care as certified by a doctor, fulfilling duties pursuant to Article 12a of the Constitution of the Federal Republic of Germany, or participation in the Academic Council as an appointed or elected member.

(7) A student may withdraw from the examination until one week before the scheduled date without providing reasons for such withdrawal. In case of a later withdrawal, § 24 (1) applies.

§ 24 Default and withdrawal from module examinations (RO: § 26)

(1) A module examination will be graded as 'fail' (5,0) pursuant to § 37 (3) if a student fails to show at the mandatory examination date, or withdraws from an examination before it is completed without good cause. The same applies if the student fails to submit written module exam work within the allotted time or if, where the module examination consists in supervised written work, a candidate submits an empty sheet of paper, or if he or she remains silent during an oral examination.

(2) Any reason for the failure to attend or complete an examination must be communicated to the Chair of the Examination Committee in writing, and substantiated, without delay as soon as the student becomes aware of such reason. Should the reason for the student's inability to take the examination occur in the course of an examination already in progress, this must be reported immediately to the examiner or the invigilator. This does not affect the obligation to communicate and substantiate the reasons to the Examination Committee without delay. In the event of illness, the student must provide, without delay and at the latest within three working days, a doctor's note from a general practitioner or specialist and an attestation of the inability to take an examination; such attestation must specify which type of examination (written examination, oral examination, examinations of extended duration, other forms of examination) is affected by the student's inability, for medical reasons, to take the examination on the designated date. The Chair of the Examination Committee decides, based on the form attached as Appendix 11 to the Framework Regulation, on the disability of the student to take the examination. In case of justified doubts, the student must provide an additional note form from a medical officer.

(3) The illness of a child below the age of 14, or of a close relative (child, parent, grandparent, spouse or partner) in need of nursing, is considered the same as the candidate's illness. Furthermore, maternal leave is considered a valid reason.

(4) The decision on the validity of a reason for default or withdrawal rests with the Chair of the Examination Committee. If the reason is accepted as valid, a new date for the examination is set without delay.

(5) If a default or withdrawal has been accepted, any results already achieved in parts of module examinations shall remain valid.

§ 25 Studies and examinations for students with an illness or disability; special circumstances (RO: § 27)

(1) Classes and examination must take into account the nature and extent of a student's disability or chronic illness, as well as any hardship due to pregnancy or because a student has to raise children or care for close relatives in need of care.

(2) The student must communicate the nature and extent of the hardship to the Chair of the Examination Committee in good time by means of appropriate documentation, in the case of illness in the form of a doctor's note. In cases of doubt, a note from a medical officer may be requested.

(3) If a student claims and substantiates the inability to complete course work or exam work, in whole or in part in the designated manner, for reasons of disability, chronic illness, caring for a close relative in need of nursing, pregnancy, or bringing up a child below the age of 14, appropriate measures must be taken to compensate for such disadvantage, for example by extending deadlines or by designing a different procedure for the examination. It must be made possible for students, upon presentation of proof, to avail themselves of the deadlines for maternal and parental leave as stipulated by law.

(4) Decisions on if and how to compensate for disadvantages in examinations rests with the Chair of the Examination Committee. Decisions regarding course work are taken by the Chair of the Examination Committee in consultation with the lecturer in charge of the class.

§ 26 Obligatory course guidance; time frame for taking the examinations (RO: § 28)

(1) Students who fall behind in their studies by more than two semesters, as compared with the study plan, must attend an obligatory course guidance session. After this obligatory guidance session the Examination Committee will issue conditions for the student to complete the modules still outstanding at the time, as compared with the study plan, within a deadline set by the Examination Committee (at least two semesters). For part-time students, the deadline will be extended accordingly. Semesters for part-time students are counted as half a subject semester. If the student fails to comply with these requirements, he or she is no longer entitled to be examined in the Master's programme Meteorology. This must be pointed out when the conditions for extension are issued. If the student then fails to comply with these conditions but can substantiate in a timely manner that he or she was prevented from complying for important reasons, the Examination Committee will extend the deadline for fulfilment of the conditions for at least one more semester. A student who fails to attend the first obligatory guidance session will be asked to attend again. If the student fails again to attend, sentences 2 to 5 above apply but no new invitation to a guidance session will be issued.

(2) The deadline set pursuant to para. (1) for

- compliance with conditions
- successful completion of the relevant study phase
- achieving the required number of CP
- successful completion of the Master's examination

should be extended upon a student's request if the delay can be attributed to Goethe University or if the student was unable to comply with the deadline due to severe circumstances. Interruptions or extensions of the time a student needs to complete his or her studies which are due to

1. approved sabbaticals;
2. engagement as elected or appointed member of the students' representative body;
3. illness, disability or chronic illness or another reason beyond the student's control;

4. maternal or parental leave;
5. the necessary care of a child under the age of 14, or caring for a close relative (child, parent, grandparent, spouse or partner) who is in need of nursing pursuant to § 15 (1) of the German Social Code, Book 11;
6. or because the student is a member of one of the top 5 cadres of a federal sports association

are not taken into account when considering deadlines.

In the case of no. 4, any extension of deadlines must consider, at a minimum, the times stipulated by § 3 (2) and § 6 (1) of the German Maternity Protection Act (*in German: Mutterschutzgesetz, MuSchG*) and the provisions on parental leave pursuant to §§ 15 and 16 of the Act on Parental Allowance and Parental Leave (*in German: Bundeselterngeld- und Elternzeitgesetz, BEEG*). Furthermore, approved studies abroad will not be taken into account, up to a period of two semesters. The application for an extension of deadlines must be submitted, as a rule, before the deadline has lapsed. The burden of proof lies with the student; proof must be submitted together with the application. In case of illness, a doctor's note is required. § 24 (2) 4th sentence applies. In case of doubt, an attestation by a medical officer may be required. The decision about deadline extensions rests with the Examination Committee.

§ 27 Academic fraud and breach of regulations (RO: § 29)

(1) If a student attempts to influence the result of his/her exam work or course work by fraudulent behaviour or by using inadmissible means, such exam work or course work is graded with 'fail' (5,0). In particular, it constitutes fraudulent behaviour when a student brings inadmissible means into the examination room or gives a false statement pursuant to §§ 15 (8), 31 (7), 34 (5), 36 (16), or when a student has submitted one and the same work (or parts thereof) as exam work or course work more than once.

(2) If a student actively engages in another student's attempted fraudulent behaviour, the examiner or the invigilator can exclude such student from continuing the examination; in this case, the exam work or course work is graded as 'fail' (5,0).

(3) In serious cases of fraudulent behaviour, in particular in cases of repeated occurrence or when the fraudulent behaviour includes submission of a written statement by the student claiming that he or she has completed the work independently and without using inadmissible means, the Examination Committee can exclude the student from repeating the examination and from continuing the studies; this will result in forfeiture of the right to be admitted to the examination in the Master's programme Meteorology. The gravity of a breach is determined based on how much energy the student has put into the fraudulent behaviour, e.g. colluding with others or using technical devices such as radio devices or mobile telephones, and how much this fraudulent behaviour negatively affects equal opportunities.

(4) If a student disrupts the orderly course of the examination, the examiner or the invigilator may exclude such student from continuing the examination; in this event, the examination in question is graded as 'fail' (5,0). Paragraph (3), 1st sentence applies.

(5) If a student, through culpable conduct, gains admission to an examination although he or she was not eligible, the Examination Committee may decide to grade this examination as 'fail' (5,0).

(6) The student may request that decisions pursuant to paragraphs (1) to (5) above be reviewed by the Examination Committee, such request to be made in writing and within four weeks.

(7) Negative decisions by the Examination Committee must be communicated to the student without delay and in writing and must include reasons for the decision as well as instructions on the right to appeal.

(8) Term papers, written presentations and the Master's Thesis must comply with the subject-specific rules of citation for academic work. In cases of non-compliance, there must be an investigation of attempted fraud.

(9) For the purposes of investigating suspected academic fraud, the Examination Committee may decide to require that non-supervised written exam work and/or course work must also be submitted in electronic form.

§ 28 Flaws in the examination process (RO: § 30)

(1) If the execution of an oral or written examination turns out to have flaws and this had an effect on the examination result, the Examination Committee shall determine – either upon request by a student or ex officio – that a particular student must repeat the examination. In the case of written examinations, such flaws must be notified to the invigilator during the on-going examination, and in the case of oral examinations, to the Chair of the Examination Committee or to the examiner immediately after the examination. If, in a written examination, a student considers the remedial measures taken by the invigilator insufficient, he or she must lodge a complaint with the Chair of the Examination Committee immediately after the examination.

(2) Measures pursuant to para. (1) may not be taken ex officio once six months have elapsed after completion of the examination.

§ 29 Recognition of previous achievements (RO: § 31)

(1) No verification of equivalence is necessary for the recognition of study times, course work and exam work if they have been completed at a German university in the same study programme, if such study programme is accredited, and if there are no substantial differences between the achieved qualification targets within the modules. If the Examination Committee cannot prove a substantial difference, study times, course work and exam work must be recognised.

(2) Study times, course work and exam work completed in other study programmes are recognised if there are no substantial differences in the skills acquired. Rather than a schematic comparison, this recognition requires a holistic appraisal and assessment of content, volume and requirements of the course work and exam work, taking into account in particular the achieved qualification targets. The burden of proof for lack of equivalence rests with the Examination Committee. Paragraph (1), 2nd sentence applies.

(3) Paragraph (2) also applies to the recognition of study times, course work and exam work achieved in state-approved distance learning studies or other educational institutions, in particular state-run or state-approved vocational academies; course work and exam work based on multimedia applications; and course work and exam work achieved by school students pursuant to § 54 Abs. 5 HHG.

(4) Furthermore, para. (2) applies to recognition of performances achieved at universities abroad. This shall take into account equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany and the Standing Conference of the Rectors of

German Universities as well as accords in the context of university partnership agreements. If there are no equivalence agreements, the decision rests with the Examination Committee. In case of doubt concerning the equivalence, the central authority for foreign education must be consulted.

(5) In the case of obligatory or recommended studies abroad, the student should discuss the possibilities of recognition of course work and exam work with the Chair of the Examination Committee or a designated person prior to commencing the studies abroad.

(6) Relevant practical work experience can be recognised as practical education. Details are provided in the module descriptions.

(7) Final work (e.g. Master's theses, state exams) which students have already successfully completed outside the current Master's programme Meteorology at Goethe University will not be recognised. Furthermore, multiple recognition of one and the same work within the same Master's programme Meteorology is not possible.

(8) As a rule, it is not possible to credit course work and exam work from a Bachelor's degree for the Master's programme.

(9) If exam results are credited, the grades shall be adopted – provided that the grading systems are comparable – and included in the calculation of the overall grade. If the grading systems are not comparable, the work in question shall be marked as 'pass'. As a rule, work that has been recognised will be identified as such in the final document, including an indication of the university where they were acquired.

(10) The applicant shall submit to the Examination Committee all documents required for recognition; such documents must show how the exam work was assessed, how many CP were awarded, and the time of the examinations which he or she has taken so far in other study programmes or at other universities. The documents must also show which course work and exam work was not completed successfully or was repeated. The Examination Committee can request further documents, such as legally binding module descriptions of the modules to be recognised.

(11) Failed attempts in other study programmes or in study programmes at other universities are credited if, in the event of successful completion, they would have been recognised.

(12) Exam work that was completed more than five years ago may, in individual cases, be denied recognition; the decision may be accompanied by conditions. If the conditions set forth in paragraphs (1) to (4) in conjunction with para. (10) are fulfilled, the applicant has a legal claim for recognition, the 1st sentence of this paragraph and paragraphs (7) and (11) notwithstanding.

(13) Decisions on questions of recognition that affect a larger number of cases are taken by the Examination Committee. In individual cases, the Chair of the Examination Committee decides, if appropriate in consultation with a subject examiner. Taking into consideration the result and scope of the recognition, the Chair of the Examination Committee determines in which semester the applicant will take up studies of the subject.

(14) If course work and exam work which has not been awarded CP is recognised, the equivalent values must be calculated and recorded in the student's account.

(15) Any recognition may be made conditional on making up for course work and exam work. Conditions and, if applicable, deadlines for their fulfilment must be communicated to the applicant in writing. Such communication must include instructions on the right to appeal.

§ 30 Recognition of competences acquired outside university (RO: § 32)

If a student has - before his/her studies, or during the studies but outside a university - acquired skills and knowledge equivalent to the level and the learning outcomes of certain programme modules, this may, upon application, be credited as CP for the relevant modules. This applies in particular to the modules SP1, SP2, INT and minor subjects. Recognition of the CP will, upon suggestion by the lecturer in charge of the module, be granted by the Examination Committee on a case-by-case basis. This requires written proof (e.g. report cards, certificates) specifying scope, content and the work that has been delivered. No more than 50 per cent of the CP required for the programme may be replaced by way of crediting. Such credits will not be awarded any grade. This is recorded accordingly in the certificate.

Part VI: Module examinations

§ 31 Module examinations (RO: § 33)

(1) Module examinations are taken during the course of studying the modules. They serve to complete the module. They are examination events that may be repeated to a limited extent and, as a rule, are assessed with grades.

(2) Modules are completed with a single module examination, which may also be taken in conjunction with one of the module's classes (class-related module examination).

(3) In the module examination, students should demonstrate that they have mastered the content and methodology of the module in their basic correlations and that they are able to apply the knowledge and skills they have acquired. The module examination tests the content of the relevant module's classes as specified in the module descriptions, unless otherwise specified. Class-related module examinations also test the module's overarching qualification targets.

(4) The form for each module examination is set forth in the module description. Written examinations take the form of:

- in-class papers;
- term papers;
- written work (e.g. essays, written presentations);
- minutes;
- reports;
- project work;
- descriptions.

Oral examinations take the form of:

- individual examinations;
- group examinations;
- expert discussions;

- colloquia..

Further examinations formats:

- seminar talks;
- presentation of papers;
- presentations;
- practical subject-related examinations.

(5) Format and duration of the module examinations are set forth in the module descriptions. In the event that a module description contains various examination formats, the examiner will determine the format for the relevant examination and will communicate this to the students at the beginning of the module's classes, at the latest when the examination dates are published.

(6) Examinations will be conducted in English. Individual written or oral examinations may be taken in a different language if everyone involved in the examination agrees. Examinations in any minor subject will be taken in English or German. Details are set forth in the module descriptions.

(7) Students shall produce non-supervised written work (for example term papers) in accordance with good academic practice. When submitting the work, the student must include a written statement that it has been prepared independently and that all sources and resources that were used are listed in the work. Furthermore, such statement must include a declaration that the work has not yet been submitted – in whole or in part – as course work or exam work in another study programme.

(8) Participants of module examinations must provide identification in the form of an official photo ID or the Goethe Card.

(9) The examiner decides if and what type of auxiliary tools students may use in a module examination. Students must be notified in good time before the examination about admissible tools.

§ 32 Oral examinations (RO: § 34)

(1) Oral examinations are conducted as individual examinations by an examiner in the presence of an observer. Group examinations with up to five participants are possible.

(2) Oral examinations shall last between at least 15 minutes and at most 60 minutes per candidate. The duration of the module examination in question is determined in the module description.

(3) The observer keeps minutes to record the main subjects and results of the oral examination. These minutes are signed by the examiner and by the observer. The observer must be consulted before determination of the grade; neither the candidate nor the public may be present in such consultations. The minutes must be forwarded to the Examination Office without delay.

(4) The results of the oral examination are communicated to the student following the oral examination, and must, in the case of a 'fail' or if such is requested by the student without delay, be justified in further detail. Such justification must be recorded in the minutes.

(5) Students who are going to participate in the same examination may be admitted as audience to an oral examination. The candidate who is being examined may deny such admittance. The right to be admitted as audience does not extend to the discussion of the results and their disclosure to the candidate. Admittance of audience may further be limited due to space restrictions. The Chair of the Examination Committee may demand evidence of the reasons mentioned in the 1st sentence.

§ 33 In-class papers and other supervised written work (RO: § 35)

(1) In-class papers consist of one task or of several tasks or questions. In-class papers or other supervised written work are designed so students can demonstrate their ability to solve tasks under supervision, in an independent manner, with limited resources and within a limited time, and to recognise a problem and develop solutions, based on the necessary basic knowledge and employing methods commonly used for the subject in question.

(2) Multiple-choice questions can make up at most 25 per cent of possible overall points in written tests in the modules of the elective area 1.

(3) For written tests in which multiple-choice questions make up more than 25 per cent of possible overall points, the following rules must be observed when drawing up the list of questions and when assessing the essays:

- The exam questions must result in reliable examination results. The exam questions must be unambiguous in their wording, and it must be possible to answer them in a clear and unambiguous manner; they must furthermore be suitable to clearly assess the students' knowledge in the area under examination. In particular, the wording must be such that it is not possible to justify solutions other than those designated as correct in the assessment documentation. The Examination Committee must design suitable procedures to ensure this.
- If the tasks prove to be unsuitable according to the foregoing, they must be excluded from grading. If a student gives answers that do not correspond to the solutions designated as correct but which are justifiable, such answers shall be acknowledged in favour of the student. It is not allowed to subtract points for a wrong answer.
- The catalogue of questions and answers must be devised by at least two examiners, one of which must be a member of the professors' group.
- The students must be informed of the conditions for successful completion and the grading scheme for the written test at the latest when the tasks are handed out.

An in-class paper where multiple-choice questions make up more than 25 per cent is awarded a 'pass' if the student answers at least 50 per cent (minimum for 'pass') of the exam questions correctly, or if the percentage of correctly answered questions is no more than 22 per cent below the average exam performance of all candidates who have participated in the examination for the first time.

(4) If a student is late for an in-class paper, it is not possible to make up for lost time. Students may leave the examination room only with the invigilator's consent.

(5) An invigilator for in-class papers must keep minutes for every in-class paper. These minutes must contain all incidents that are of relevance for determining the examination result, in particular any incidents governed by §§ 24 and 27.

(6) The time allowed for in-class papers and for other supervised written work is calculated based on the workload connected with the module under examination. For in-class papers, this shall be at least 45 minutes and at most 180 minutes. The exact length is determined in the relevant module description.

(7) As a rule, in-class papers and other supervised written work is assessed by one examiner. If a student fails the final repeat examination, a second examiner shall assess the work. The examiners must justify their assessment in writing. If the resulting grades differ, the grade of the written test or other supervised written work shall be the average of the two grades. The assessment of the written test should not take longer than four weeks.

(8) Written tests based on multimedia applications ('e-tests') are permissible if they serve to fulfil the purpose of the examination. Only data processing systems that are administered by the university or that have been cleared by the Examination Office in consultation with the university's IT centre may be used for such e-tests. It must be ensured that the electronic data generated in such examination can be clearly identified and permanently assigned to the respective candidate without any doubt. The examination must be carried out in the presence of a minute-keeper with expert knowledge in the subject. There must be written minutes of the examination, which shall contain, at a minimum, the names of the record keeper and the candidates, the beginning and end of the examination, and any unusual incidents. The inspection of the multimedia-based examination and the examination results is governed by § 47. The examination task including a model answer, the assessment scheme, the individual examination results and the minutes shall be archived in accordance with statutory regulations.

§ 34 Term papers and other written work (RO: § 36)

(1) The purpose of a written term paper is for the students to demonstrate that they are able to work on a subject-specific problem independently and by applying academic methods. The term paper must form part of a module.

(2) A term paper may be submitted in the form of group work provided that it is possible, based on objective criteria, to identify the individual contributions that form the exam work to be evaluated.

(3) A student may be given the opportunity to suggest the subject of a term paper. The subject is issued by the examiner, who records the date of issuance and the duration of the work.

(4) Term papers should be completed within at least two and at most four weeks (full-time, i.e. a workload of 2 to 5 CP). The time frame and any deviations thereof are set forth in the module description. Submission deadlines for the term papers are determined and documented by the examiners.

(5) A single copy of the term paper, accompanied by a statement pursuant to § 31 (7), must be submitted to the examiner within the stipulated time frame; if sent by postal services, timely submission is determined by the postmark. Submission of the term paper must be recorded by the examiner.

(6) The examiner should assess the term paper within six weeks of submission; such assessment must include reasons, in writing. § 33 (7) applies.

(7) A student whose term paper has been assessed as 'fail' (5,0) may apply with the examiner to be allowed a rewrite. This does not apply in cases where the assessment as 'fail' (5,0) is based on § 24 or § 27 above. The examiner sets a deadline for the rewrite. Assessment of the rewrite concerns only the question whether the term paper is graded as 4,0 or worse. Failure to comply with the deadline for the rewrite results in final grading as 'fail' (5,0).

(8) Paragraphs (1) to (6) also apply to other written work.

§ 35 Project work (RO: § 38)

(1) The purpose of project work is for the students to demonstrate that they are able to develop, execute and present concepts. The students should demonstrate that they are able to define goals within a bigger task, and to develop solutions and concepts.

(2) The duration of the project work is set forth in the module description.

(3) Where project work is carried out as teamwork, it must comply with the requirements of para. (1) and it must be possible to clearly identify and assess the individual student's contributions.

§ 36 Master's thesis (RO: §§ 40, 41)

(1) The Master's thesis is an obligatory part of the master's programme. It is a stand-alone final module.

(2) The purpose of the Master's thesis is for the students to demonstrate that they are capable of completing comprehensive and in-depth work on a subject within a stipulated time frame and in accordance with the programme objective as set forth in §§ 2, 6. The subject must be designed so that it can be completed in the stipulated time frame.

(3) The CP volume of the Master's thesis is 30 CP; this corresponds with a time for completion of 6 months.

(4) Admission to the Master's thesis requires proof of 60 CP in the Master's programme Meteorology.

(5) The Master's thesis will be supervised by a person authorised to be an examiner pursuant to § 21. The supervisor must guide the student in his or her work on the Master's thesis and ask for regular updates on the student's progress. The supervisor must ensure that, if necessary, the technical equipment required for producing the Master's thesis is made available to the student. As a rule, the supervisor is the primary reviewer of the Master's thesis.

(6) Subject to the consent of the Chair of the Examination Committee, a student may work on his or her Master's thesis at an external institution that is not part of Goethe University, e.g. the German Meteorological Service, the Max Planck Institute for Chemistry or the Hessian Agency for Nature Conservation, Environment and Geology. In this case, the subject of the thesis must be set in consultation with a member of the professors' group of the Faculty of Geosciences/Geography.

(7) The subject of the Master's thesis is agreed upon with the supervisor and notified to the Chair of the Examination Committee when registering for the Master's thesis. A student who cannot find a supervisor can file a request with the Chair of the Examination Committee, who then ensures that the student is issued a subject and assigned a supervisor in good time.

(8) The decision about admission to the Master's thesis rests with the Chair of the Examination Committee.

(9) The subject is issued by the Chair of the Examination Committee. The date of issuance and the subject must be filed with the Examination Office. Work on the Master's thesis may not commence before the subject has been filed and issued.

(10) A Master's thesis can be produced as group work, provided that it is possible to clearly distinguish between, and separately assess, the individual student's contributions that are to be evaluated as exam work, by identifying sections, page numbers or other objective criteria, and provided that the requirements stipulated in para. (2) are fulfilled.

(11) The Master's thesis must be written in English. Subject to consent by the Chair of the Examination Committee, it may be written in another language. Students who wish to write their Master's thesis in another language must apply for permission to do so with the Examination Committee at the latest when registering for the Master's thesis. The permission to write the thesis in another language is granted when the subject is issued, provided that the supervisor has given his or her consent in writing and that it is possible to appoint a secondary reviewer who is sufficiently qualified in the chosen language. If the Master's thesis is written in another language, with the consent of the Chair of the Examination Committee as per the foregoing, it must be accompanied by an English summary.

(12) A subject, once issued, can be returned only once, and only within the first third of the designated time frame. The new subject must differ in content from the one that has been returned. If a new subject is issued after withdrawal pursuant to § 13 (3), it is not possible to return this subject.

(13) If a student misses the submission date for the Master's thesis due to reasons beyond his or her control (e.g. if the student, or a child who is in his or her charge, falls ill), the Chair of the Examination Committee will grant an extension of the deadline if the student applies for such extension before the submission date. The maximum possible extension is 50 per cent of the time originally allotted. If the cause of the delay subsists for longer than the extension period, the student may withdraw from the examination.

(14) The Master's thesis must be submitted to the Examination Office before expiry of the submission deadline. The time of submission must be recorded on file. If the work is sent by postal service, timely submission is determined by the postmark. If the Master's thesis is not submitted within the deadline, it will be graded as 'fail' (5,0).

(15) The Master's thesis must be submitted in triplicate in writing and bound, and as a PDF on a write-protected, electronically readable data storage medium. If the Master's thesis is not submitted within the deadline in the proscribed form, it will be graded as 'fail' (5,0).

(16) The Master's thesis must be composed following the rules of good scientific practice. In particular, the student must clearly mark any literal or analogous citations, images and drawings lifted from publications or other texts not created by him or her. The Master's thesis must be accompanied by a statement by the student that it – or in the case of group work, the part composed by him or her and identified as such – has been prepared independently and that all sources and resources that were used are listed. Furthermore, the student must submit a statement declaring that the Master's thesis has not, in whole or in part, been used for different exam work or course work.

(17) The Examination Committee forwards the Master's thesis to the supervisor for primary review and assessment pursuant to § 37 (3). At the same time, it appoints a further examiner from among the persons authorised to take examination pursuant to § 21 to act as secondary reviewer and also forwards the thesis to this secondary reviewer. At least one of the reviewers must be a member of the professors' group of the Faculty of Geosciences/Geography. If the secondary reviewer's assessment corresponds with that of the primary reviewer, the secondary reviewer can simply co-sign the primary reviewer's report. The reviewers should assess the work promptly;

their assessment should be available at the latest six weeks after submission of the thesis. If the two reviewers differ in their assessment of the Master's Thesis, the grade will be determined pursuant to § 37 (4).

(18) If the two reviewers' assessments diverge by more than 2,0, or if one of the two reviewers awards the grade a 'fail' (5,0), the Master's thesis will be assessed by another examiner authorised pursuant to § 21 within a period of a further two weeks. In this event, the grade is calculated pursuant to § 37 (4), based on the grades given by the first examiner, the second examiner and the third examiner. In cases governed by § 24 or § 27, sentence 1 does not apply.

Part VII: Assessment / grading of course work and exam work; individual and overall grade; overall exam failure

§ 37 Assessment / grading of course work and exam work; individual and overall grades (RO: § 42)

(1) Course work is graded by the teachers teaching the course as 'pass' or 'fail'.

(2) As a rule, the examiners will grade the exam work; only in exceptional cases, when so stipulated by the module description, it is assessed as 'pass' or 'fail'. The exam work is graded or assessed by the examiners, always on the basis of the individual work of the student.

(3) The following grades are given for individual parts of the exam work:

1	very good	an excellent performance;
2	good	a performance significantly above average requirements;
3	satisfactory	a performance that fulfils average requirements;
4	sufficient	a performance that, despite some deficiencies, still fulfils the requirements;
5	fail	A performance that, due to significant deficiencies, does not fulfil the requirements.

In order to enable differentiated assessment of the exam work, grades may be raised or lowered to intermediate values by 0,3; the following grades are possible: 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 is assessed differently by two or more examiners, the module grade is calculated as the arithmetic average of the grades given by the examiners. Such calculation of the module grade is made to the first decimal place only.

(5) An overall grade is calculated for the Master's examination, comprising the results of the two chosen modules of elective area 1, the selected minor subject(s), the project work and the Master's thesis. The student can choose from among the modules of the selected minor subject / the two selected minor subjects which module results (amounting to a minimum of 8 CP) should be included in the overall grade for the Master's degree.

(6) If a student acquires more CP in an elective area than is stipulated in the module descriptions, the modules with better grades are taken into account for the calculation of the overall grade.

(7) To calculate the overall grade, the grades of two modules from among the modules MG, ME, MK, or MT from elective area 1 count for 35 per cent, and the graded modules in the minor subject/s (minimum amount of 8 CP) count for 15 per cent of the overall grade. The grade for project work counts for 10 per cent, and the grade for the final module 'Master's thesis' counts for 40 per cent of the overall grade. If a student has not taken a minor subject, the weighted mean of the grade from modules SPV1 and SPV2 from the compulsory elective area 2 count for 15 per cent.

(8) The overall grade of a successfully completed Master's examination is taken from the list below, bearing in mind that only the first decimal place is taken into account and all further decimal places are deleted without rounding:

from 1.0 up to 1.5	very good
from 1.6 up to 2.5	good
from 2.6 up to 3.5	satisfactory
from 3.6 up to 4.0	sufficient
worse than 4.0	fail

(9) The English-language translation of the certificate will show the grades for individual exam work and for the overall grade in accordance with the following 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
worse than 4.0	fail

(10) An overall grade of up to and including 1.2 and a grade of 1.0 for the Master's thesis is awarded an overall assessment of 'passed with distinction'.

(11) For purposes of transparency of the overall grade, the Diploma Supplement will include an ECTS standard grading scale in accordance with § 45.

§ 38 Passing / failing examinations; publication of grades (RO: § 43)

- (1) A module examination that consists of a single examination performance is awarded a 'pass' if it achieves the grade 'sufficient' (4.0) or better.
- (2) The Master's examination is awarded a 'pass' if all of the modules as proscribed in these Regulations have been completed successfully, i.e. the required study records have been provided and the prescribed module examinations including the Master's thesis have been awarded at least the grade 'sufficient' (4.0).
- (3) The results for all examinations are communicated without delay. The Examination Committee determines whether the grades are published (after anonymisation) within the university on a notice board and/or in the electronic exam administration system, provided that the legitimate interests of the candidates are protected. If a module examination is awarded a definite 'fail' (5.0) or if the Master's thesis is assessed as less than 'sufficient' (4.0), the Chair of the Examination Committee issues a written decision to the student; such decision must include instructions of the right to appeal.

§ 39 Transcript of Records (RO: § 44)

Students receive, upon request, an attestation that they have successfully completed the examinations, in the form of a Transcript of Records, in German and in English; such Transcript of Records contains, at a minimum, the names of the modules, the dates of the individual examinations, and the grades.

Part VIII: Changing elective modules; repeat examinations; revocation of the right to take examinations and final failure

§ 40 Changing elective modules (RO: § 45)

A student who definitely fails an elective module, i.e. including any final permitted attempts, may choose a new elective module.

§ 41 Repeat examinations; first-trial examinations; improving grades (RO: § 46)

- (1) It is not possible to repeat successfully completed examinations. Paragraph (11) sets forth the conditions for exceptions to this rule.
- (2) Any failed compulsory module examinations must be repeated.
- (3) Failed module examinations may be repeated a maximum of two times, para. (11) notwithstanding.
- (4) A failed Master's thesis may be repeated once. A new subject will be issued. In the context of a repeat examination, the subject of the Master's thesis can be returned only if the student has not returned the subject in the course of his or her first Master's thesis. It is not allowed to return the subject for a second time.
- (5) Failed attempts to complete the same or an equivalent module examination in another study programme at Goethe University or another German university are taken into account when determining the permitted numbers of repeat examinations. In exceptional cases, in particular in the event of a change of study programme, the Examination Committee may decide not to take such failed attempts into account.

(6) With the exception of a failed Master's thesis, the Examination Committee may schedule an oral examination as a repeat performance of failed written examinations.

(7) The Examination Committee may set conditions for a student prior to a repeat module examination.

(8) Repetition of the Master's thesis must commence at the latest 3 months after failure of the first Master's thesis with the issue of the new subject pursuant to § 36 (9). This new thesis must be completed within 6 months.

(9) A first repetition of failed module completion examination is, as a rule, taken before lectures begin in the subsequent semester; it must be taken within a period of 9 months. A second repeat examination must be taken at the earliest possible examination date after the first repeat examination. The Examination Committee determines the exact dates for the repeat examinations and communicates these in a timely manner. The Examination Committee can allow exceptions to deadlines. Students register for the repeat examination with the Examination Office pursuant to § 23 (5) in writing or in electronic form. Students who fail to comply with the stipulated period for the repeat examination lose their right to be examined, unless the reason for this failure is outside their control. If a student is de-registered in the meantime, this does not extend the period for the repeat examination.

(10) As a rule, repeat examinations are governed by the Study Regulations applicable at the time of the first examination.

(11) Students who want to repeat an examination that they have passed successfully in order to improve their grade can do this no more than once. The better result counts. The Examination Committee determines the dates and conditions for both the application for, and the execution of, the repeat examination for purposes of improving grades.

§ 42 Revocation of the right to take examinations and final failure (RO: § 47)

(1) The Master's examination is deemed to be definitely failed, i.e. including any final permitted attempts, resulting in definite loss of entitlement to be examined

1. when a student has failed the module examination and all permissible repeat examinations,

2. when a student misses a deadline to submit specific work pursuant to § 26,

3. when a student misses a deadline for a repeat module examination pursuant to § 41,

4. in the case of serious fraud or serious breach of regulations pursuant to § 27.

(2) In case of a final failure of the Master's examination and the resulting loss of entitlement to be examined, a formal decision is issued; such decision must include instructions on the right to appeal.

(3) A student who has definitely failed the Master's examination in the study programme, i.e. including any final permitted attempts, and is thus no longer entitled to be examined must be de-registered. Upon request and upon presentation of the de-registration notice, the student will receive a certificate from the Examination Office that shows those module examinations that were passed successfully and the grades and credit points achieved therein, and attests the final failure of the Master's examination.

Part IX: Examination certificate; Master's Certificate and Diploma Supplement

§ 43 Examination certificate (RO: § 48)

(1) Students receive, if possible within four weeks after the last examination has been assessed, a certificate in German as well as, upon request, an English-language translation, always in compliance with the samples provided in the Framework Regulation. This certificate contains a list of the modules and the respective grades (identifying the modules that are not included in the overall grade), the subject of and grade for the Master's thesis, the standard period of study and the overall grade.

If applicable, the certificate will also show the result of examination in the additional modules as well as study work.

The certificate is signed by the Chair of the Examination Committee and carries the seal of the Johann Wolfgang Goethe University. It shows the date of assessment of the last exam work.

(2) Students can apply for, and the Examination Committee will then issue, an attestation clarifying that the Master's degree is equivalent to a corresponding diploma degree or a corresponding 'Magister' degree.

§ 44 Master's Certificate (RO: § 49)

(1) Together with the certificate for the Master's examination, the student will receive a Master's Certificate that carries the same date as the examination certificate. This Master's Certificate certifies the awarding of the academic title. In addition, this Certificate will also be issued in English.

(2) The Master's Certificate is signed by the dean of studies of the Faculty of Geosciences/Geography as well as by the Examination Committee's chair and carries the seal of the Johann Wolfgang Goethe University

(3) The academic title may only be used after the Master's Certificate has been handed over.

§ 45 Diploma Supplement (RO: § 50)

(1) Together with the examination certificate and the Master's Certificate, the student will receive a Diploma Supplement that complies with international specifications and is in accordance with the currently applicable version of the regulations agreed between the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder and of the Standing Conference of the Rectors of German Universities (sample in Appendix 10 Framework Regulation).

(2) The Diploma Supplement contains an ECTS Grading Table. The overall grades awarded to the control group within a specific study programme must be registered, and their distribution across the grades pursuant to § 37 (8) is calculated both in numbers and in percentages and shown in a table as follows:

Overall grades	Overall numbers in the control group	Percentage of graduates within the control 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 control group consists of the number of graduates of the relevant study programme over a period of three study years. The above calculation is undertaken only if the control group consists of at least 50 candidates. If fewer than 50 candidates within the control group complete their studies, then the Examination Committee may decide to include further study years in the calculation.

Part X: Invalid Master's examination; examination records; protest and appeal

§ 46 Invalid examinations (RO: § 51)

(1) If a student has engaged in fraud in the course of studies or during an examination and such becomes known only after the certificate has been issued, the Examination Committee can affect an ex-post correction of the grade for the exam work or the course work which has been produced by way of fraud and can declare the exam work or the course work as failed, in part or as a whole. The examiner must be consulted prior to such decision. The student must be given an opportunity to comment prior to a decision.

(2) If a student, without intending to engage in fraudulent behaviour, did not meet the conditions for taking an examination, and such becomes known only after the certificate is issued, such fault shall be healed by successful completion of the examination. If a student has engaged in intentional manipulation of the conditions for taking the examination although he or she was not entitled to do so, the Examination Committee determines the legal consequences in accordance with the Administrative Procedure Act of the State of Hesse as applicable at the time. Paragraph (1) 3rd sentence applies.

(3) The incorrect certificate shall be confiscated and, if appropriate, a new certificate shall be issued. The same applies to the Diploma Supplement and, if appropriate, the relevant proof of study work. Likewise, if the examination is graded as 'fail' due to fraudulent behaviour, the Master's Certificate must be confiscated. A decision pursuant to para. (1) and para. (2) 2nd sentence shall only be possible until five years as of the date of the certificate have passed.

§ 47 Inspection of examination records; period of retention of records (RO: § 52)

(1) Upon request and within one year of completing the module and the entire examination procedure, Students can request to inspect their examination records (minutes of the examination, exam work and assessment of the Master's thesis).

(2) The examination records are maintained by the Examination Office. The period for retention of examination records is determined in accordance with § 20 of the Enrolment Regulation of the State of Hesse (*in German: Hessische Immatrikulationsverordnung, HImmaVO*) as applicable at the time.

Written exam work except for the Master's Theses will be discarded one year after publication of the assessment. Master's Theses will be discarded five years after completion of the entire examination procedure.

§ 48 Protest and appeal (RO: § 53)

(1) Students can lodge their protest against decisions by the Examination Committee's chair. Such protest must be filed with the Chair of the Examination Committee within one month of notification of the decision. The Examination Committee decides about the protest. If the protest is rejected, the Chair of the Examination Committee issues a formal notification, which must include the grounds for the rejection and instructions on the right to appeal.

(2) Students can appeal against a negative decision by the Examination Committee and against examination assessments; such appeal must be filed in writing with the Chair of the Examination Committee (Examination Office) within a month after notification if the notification contained instructions on the right to appeal, and within a year if it did not contain such instructions. If the Examination Committee – if appropriate, after hearing the examiners involved – does not grant the appeal, the President of Goethe University issues a formal notice of rejection. Such notice of rejection must include grounds and instructions on the right to appeal.

Part XI: Closing Provisions

§ 49 Effective Date and transitional provisions (RO: § 56)

(1) These Regulations enter into force on the day after publication in 'UniReport/Satzungen und Ordnungen' (Statutes and Regulations) of the Johann Wolfgang Goethe-Universität Frankfurt am Main.

The Regulations for the Master's programme Meteorology dated 17th December – published in 'UniReport/Satzungen' dated 20th December 2013 – shall cease to be in effect as of the same day.

(2) These Regulations apply to all students who begin their studies in the Master's programme Meteorology in the winter semester 2020/2021.

(3) Students who have taken up their studies in the Master's programme Meteorology before entry into force of these Regulations can complete their Master's examination pursuant to the Regulation of 17th December 2013 but must do so by the end of the summer semester 2024 at the latest.

Students who enrolled for the Master's programme Meteorology prior to entry into force of these Regulations can apply to the Examination Committee to be allowed to complete their studies and to take the Master's examination pursuant to these Regulations. Any study and exam work already completed will be taken into account pursuant to § 29. This application cannot be withdrawn.

Frankfurt, 30th March 2020

Prof. Dr. Georg Rümpker

Dean of the Faculty Geosciences/Geography of the Johann Wolfgang Goethe-Universität Frankfurt am Main

Appendix 1: Study plan

NB: The table below uses the following German abbreviations:

SWS = Semesterwochenstunden = hours per semester week

V = Vorlesung = lecture

Ü = Übung = tutorial

Pr = Projekt = project work

S = Seminar = seminar

Ex = Exkursion = excursion

Module	Class	Type	SWS h/week	Semester / CP			
				1	2	3	4
WP1 Elective area 1 2 graded modules from the compulsory electives ME, MG, MK and MT	Lectures and tutorials, if they have not yet been completed in the Bachelor's studies.	V/Ü	16	24			
WP2 Elective area 2 Modules from the catalogue of compulsory electives (SPV1, SPV2, EXK, INT or lectures from the compulsory elective area 1 if such are not completed there) amounting to 6-30 CP. These modules are mostly not graded (1 st and 2 nd semester)	Lectures, tutorials, practicals and excursions, if they have not yet been completed in the Bachelor's studies.	V/Ü/Pr	4 - 20	6 - 30			
NFM Minor subject area Master's in Physics, Chemistry, Computer Sciences, Economics		V/Ü/Pr/S/Ex	0 - 16	0 or 8 - 24			
OPT Optional module		variable	variable	0-5			
AGS Working group seminar		S			2	2	2
PR Project work	Project					15	
SPE Subject-specific specialisation					4	11	
MA Master's thesis	Master's thesis (6 months)						30
CP per semester				27	33	28	32

Appendix 2: List of imported and exported modules

The module descriptions (Appendix 1 and module handbook) specify which modules / partial modules are offered in the summer and winter semester, respectively.

Imported modules: sometimes only individual classes will be imported.

Module	originating study programme	Dept.	CP
Physics of energy generation	BSc/MSc Physics	13	4
Astronomy I	BSc Physics	13	8
Astronomy II	BSc Physics	13	8
Quantum Theory from a Nonlinear Perspective	MSc Physics	13	6
Introduction to Machine and Deep Learning and applications in physics and beyond	BSc Physics	13	4
Self-Organization: Theory and Simulations	BSc/MSc Physics	13	8
Electron microscopy with image processing*	MSc Physics	13	6
Vacuum physics	MSc Physics	13	8
Advanced Organic Chemistry	MSc Chemistry	14	5
Foundations of general and inorganic chemistry for students of natural sciences and 'Lehramt' students (students going into the teaching profession)	BSc Chemistry	14	7
Practical work experience foundations of general and inorganic chemistry for students of natural sciences and 'Lehramt' students	BSc Chemistry	14	4
Organic chemistry for students of natural sciences and 'Lehramt 2' students	BSc Chemistry	14	8
Methods of analytical chemistry	BSc Chemistry	14	3
Analytical inorganic chemistry	BSc Chemistry	14	5
Thermodynamics	BSc Chemistry	14	6
Molecular spectroscopy	BSc Chemistry	14	5
Algorithms for parallel and distributed systems 1 & 2	MSc Computer science	12	10

Machine Learning I	MSc Computer science	12	6
Introduction to practical computer sciences	MSc Computer science	12	12
Introduction to economics	BSc Economics	02	10
Microeconomics 1	BSc Economics	02	12
Macroeconomics 1	BSc Economics	02	12
Finances 1	BSc Economics	02	5
Marketing 1 ^[SEP]	BSc Economics	02	5
Accounting 1 ^[SEP]	BSc Economics	02	5
Management 1	BSc Economics	02	5
Macroeconomics 2	BSc Economics	02	6

Admission to the following classes requires successful completion of the abovementioned foundation modules in economics (see guidelines 'minor subject modules' at the Faculty of Economics' for minor subject 1 or minor subject 2).

Macroeconomic Models of Climate Change	BSc Economics	02	5
Decision Making in Markets and Organizations	BSc Economics	02	5
Fundamentals of Public Policy	BSc Economics	02	6
Fundamentals of Econometrics	BSc Economics	02	6

* depending on availability, priority give to biophysics

It is possible, upon application to the Examination Committee, to take further modules (also in German) from the Physics, Chemistry, Computer Sciences and Economics programmes as equivalent minor subject modules.

It is possible to apply to the Examination Committee to take further minor subjects.

Exported modules: sometimes only individual classes will be imported.

Module	study programme	Dept.	CP
Atmospheric physics and chemistry 2	MSc Envir. Science	11	7
	MSc Physics	13	7
	MSc Chemistry	14	7
Atmospheric dynamics 3	MSc Envir. Sci.	11	12
	MSc Physics	13	12
Climate systems and climate processes	MSc Envir. Sci.	11	12
	MSc Physics	13	12
PCA: middle atmosphere	MSc Envir. Sci.	11	4
Practical work experience in the field of atmospheric chemistry	MSc Envir. Sci,	11	4

Appendix 3: Minor subjects for the MSc Meteorology

Students of the Master's programme MSc Meteorology can choose their minor subject(s) from among the programmes

- Physics
- Chemistry
- Computer sciences
- Economics

Appendix 2 (imported modules) contains a list of those modules that can be chosen as a minor subject. Further modules of the minor subject programmes can be allowed by the Examination Committee. Further minor subject programmes can be allowed by the Examination Committee. Imported modules are governed by the rules and Regulations of the originating study programmes.