

Subject-specific Examination Regulations for the Master's Degree Programs
Financial Services Management – International Management and Finance – Mittelstandsmanagement
dated 11/04/2015 considering the alternations of the 3rd amendment dated 12/13/2017

*This English translation serves solely for information purposes.
Please note that only the German version is legally binding.*

Note: These degree programs are taught partly in German, partly in English. "Financial Services Management" and "International Management and Finance" can also be studied completely in English. "Mittelstandsmanagement" cannot be studied completely in English. The abbreviation AMPO frequently used throughout these regulations refer to the General Master's Examination Regulations, which are also available in English.

non official version considering the alternations of the 3rd amendment

Subject-specific Examination Regulations
for the Consecutive Master's Degree Programs
Financial Services Management
International Management and Finance
Mittelstandsmanagement
dated 04 November 2015

amended:

1st Amendment dated 11th January 2017 (Hochschulanzeiger Nr. 33/2017/1 dated 31st January 2017)

2nd Amendment dated 24th July 2017 (Hochschulanzeiger Nr. 37/2017/5 dated 31st July 2017)

3rd Amendment dated 13th December 2017 (Hochschulanzeiger Nr. 41/2017/9 dated 29th December 2017)

Pursuant to Sec 7 (2) No. 2 and Sec 86 (2) No. 3 of the Higher Education Act (HochSchG) dated 19 November 2010 (GVBl. p. 463) in the version dated 22 December 2015 (GVBl, p. 505), the Faculty Council of the Department of Business Administration has enacted the following Subject-specific Examination Regulations for the Master's degree programs "Financial Services Management", "International Management and Finance", and "Mittelstandsmanagement" at the University of Applied Sciences Kaiserslautern on 14 October 2015. These Subject-specific Examination Regulations were approved by the President in a letter dated 2 November 2015. They are hereby published.

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Sec 1 Area of Applicability

(1) These Subject-specific Examination Regulations shall govern the subject-specific conditions for participation in the examinations as well as the examination requirements for the Consecutive Master's degree programs "Financial Services Management", "International Management and Finance", and "Mittelstandsmanagement" of the Department of Business Administration of the Kaiserslautern University of Applied Sciences.

For the degree program "International Management and Finance", special conditions apply pursuant to Sec 17 of these Subject-specific Examination Regulations.

(2) Cross-subject examination regulations are specified in the General Master's Examination Regulations of the Kaiserslautern University of Applied Sciences (AMPO). In particular, the AMPO contain regulations regarding the following aspects:

- Purpose of the Master's Examination (Sec 2 AMPO)
- Examination Board (Sec 3 AMPO)
- Examiners and Assessors, Master's Thesis Supervisors (Sec 4 AMPO)
- General Admission Conditions and Admission Procedure (Sec 5 AMPO)
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- Master's Thesis and Colloquium (Sec 10 and 11 AMPO)
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- Credit for Times of Study, Credit for Examination and Study Results (Sec 16 AMPO)
- Scope of Master's Examination (Sec 17 AMPO)
- Calculation of the Overall Grade, Transcript of Records (Sec 18 AMPO)

Sec 2 Academic Degrees

(1) Based on the successfully completed Master's examination in the degree programs "Financial Services Management" and "Mittelstandsmanagement", the Kaiserslautern University of Applied Sciences awards the academic degree of "Master of Arts" (abbreviated as "M.A.").

(2) Based on the successfully completed Master's examination in the degree program "International Management and Finance", the Kaiserslautern University of Applied Sciences awards the academic degree of "Master of Arts" (abbreviated as "M.A."). In addition, the Universidad Nacional del Litoral (UNL), which is also involved in the degree program, awards the academic degree of "Magister Internacional en Administración y Finanzas".

Sec 3 Structure of the Degree Program / Regular Duration of Studies

(1) The degree program is offered as a full-time course of studies. A workload corresponding to 90 ECTS is assigned to the studies.

(2) Studies can be started in the summer or winter semester. The Department may decide to impose restrictions.

(3) The time frame during which the studies can generally be completed (regular duration of studies) is three semesters. The Master's examination can be taken during this regular period of studies.

Sec 4 Courses

(1) The curriculum is structured in a modular way. The individual modules comprise study contents that are connected and designed in an interdisciplinary manner. The modules and their assignment to semesters are listed in Appendix 1.

(2) The first two semesters of the degree programs “Financial Services Management” and “Mittelstandsmanagement” are comprised of mandatory elective modules (core modules and supplementary modules) in accordance with Appendix 1, which each have 10 ECTS credits assigned to them. A total of six of these modules must be taken. At least three of the selected modules must belong to the core module group. The third semester consists of mandatory modules and serves to write the Master's thesis (incl. colloquium).

Sec 5 Special Admission Conditions and Admission Procedure

(1) The selection of study applicants as well as admission to the degree programs is done pursuant to the “Selection and Admission Regulations” (Appendix 6). The Examination Board appoints one or several Admissions Commissions.

(2) The Admissions Commission can admit study applicants with fewer than 210 ECTS, but at least 180 ECTS; admissions may be subject to conditions. These conditions can be fulfilled, for example, through extracurricular studies abroad, through relevant professional experience after the completion of the Bachelor's degree, through a practical study semester which fulfils the requirements of “Practical Study Semester” from the Bachelor's degree programs of the Kaiserslautern University of Applied Sciences or through successful completion of modules from Bachelor's degree programs of the Kaiserslautern University of Applied Sciences to the extent permitted by the degree program. The Admissions Commission shall inform the admitted student in writing about the conditions prior to the start of the Master's studies. All conditions must be fulfilled at the time of the registration of the Master's thesis at the latest. The conditions may be such that examinations in the Master's degree program can only be taken when the conditions are wholly or partly met.

(2a) A provisional admission prior to the graduation of a Bachelor's degree program (Sec 5 (1) sentence 2 of the AMPO) shall be possible if and only if the result of a registered Bachelor-Thesis and / or the respective colloquium has not yet been submitted.

(3) Applications will also be accepted for these Master's degree programs from graduates of other degree programs whose equivalence has been determined. In such cases, conditions for the fulfillment of the admission conditions may be imposed pursuant to (2). The Examination Board is responsible for determining such equivalence.

(4) Applicants whose native language is not English need to have good English language skills, at least level B2; TOEIC Listening and Reading 785; TOEIC Speaking and Writing 310; TOEFL iBT 87; TOEFL ITP 543; IELTS 6.0; Cambridge English: First (FCE); Cambridge English: Business Vantage (BEC Vantage); LCCI EfB Level 2 (Distinction); LCCI EfB Level 3 (Pass), or an equivalent level. Applicants for German-language modules whose native language is not German need to have good German language skills at level B2, Test-DaF-3, DSH-1, or an equivalent level. Applicants shall give a self-assessment of their language skills in the selected module languages. This is not required if a recognized language certificate is presented. Linguistic competence can also be shown credibly, for instance, through relevant stays in areas where the language is spoken.

(5) If no evidence is submitted of English language skills in accordance with (4), the degree program “Mittelstandsmanagement” can be studied, which consists exclusively of German language modules.

(6) No proof of German language skills according to (4) is necessary if the degree program is studied entirely in English.

(7) Additional special admission conditions for the degree program “International Management and Finance” are regulated in Sec 17.

Sec 6 Module Selection

(1) In the application for enrollment in the Master's program the applicant must indicate which degree program he or she wants to study. Applicants for the degree programs "Financial Services Management" and "Mittelstandsmanagement" shall state the order of priority of the selected modules for the first two semesters in their admission application.

(2) The core and supplementary modules (Sec 4 (2)) are mandatory elective modules as defined in Sec 6 (11) of the AMPO. The selection according to (1) is binding. The letter of admission contains the individual mandatory elective modules to which the study applicant is admitted. Changing from one mandatory elective module to another module offered is possible once during the course of the studies, provided the student has not yet failed a final examination attempt in this module. A further change shall be permitted only in exceptional cases and with proper justification to avoid undue hardship. The decision concerning the change shall be made by the Examination Board. Failed attempts of the dropped module shall not be counted towards the newly selected module.

(3) The Master Course Board may restrict the mandatory elective modules offered and may issue guidelines for the performance of the module selection process. Such guidelines shall be published prior to the start of the enrollment period.

Sec 7 Study-related Stay Abroad / Mobility Semester

(1) Study-related stays abroad are desired and, if possible, their organization is supported by the university.

(2) The study program includes the option of a mobility semester during the second semester. Credit of the mobility semester requires proof of 24 – 27 ECTS of Master-degree program-related modules achieved at the host university as well as successful completion of the relative project thesis. Further requirements on taking the mobility semester are defined in the module description. The requirement to select at least three core modules of the degree program (Sec 4 (2) Sentence 3) remains unaffected by this.

Sec 8 Quality Assurance of the Courses offered and Degree Program Management

(1) The contents of the individual modules are described in detail in a module handbook, which is published online in an appropriate form. The module contents are presented in accordance with the template in Appendix 4.

(2) The Master Course Board as the collegiate executive board monitors adherence to the contents and the quality of the teaching. Together with the representatives of the specific degree programs, it ensures further development of the degree programs and the individual modules.

(3) The Master Course Board consists of the heads of the three Master's degree programs as well as three additional professors, who are to represent the Bachelor's degree programs and who are elected by the Faculty Council.

(4) The members of the Master Course Board select a chairperson from amongst their midst. The chairperson represents the Master's degree programs externally and provides regular reports to the Department about the evolution of the degree programs.

Sec 9 Examination Admission Procedure

(1) The Examination Board sets the examination dates and determines the deadlines by which the registration and possibly the application for admission must be submitted together with the required documents.

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(2) The registration, resp. application, for the first examination submitted to the Examination Office must be accompanied by a declaration made by the students as to whether they have failed the final examination attempt in one of the degree programs “Financial Services Management”, “International Management and Finance”, “Mittelstandsmanagement”, or in a related degree program, or whether they are involved in an ongoing examination process in a degree program with the same content at another higher education institution.

Sec 10 Examination Board

(1) The Examination Board comprises:

1. three professors,
2. one student member, and
3. one member of the group pursuant to Sec 37 (2) No. 3 and 4 of the Higher Education Act (HochSchG), provided no use is made of the basic stipulation of Sec 37 (2) Sentence 5 2nd half-sentence.

(2) The Examination Board makes its decisions by majority vote. In the case of equal numbers of votes, the vote of the chairperson shall be the decisive one.

(3) For examination affairs related to students of the degree program “International Management and Finance”, the students may request that a member named by the Argentinian collaboration partner join the Examination Board in an advisory role. Participation may take place via phone or video conference.

Sec 11 Course Language

The courses offered are taught in English as listed in Appendix 1. The language of the examinations corresponds to the language in which the modules are taught.

Sec 12 Examinations

(1) The form of the examinations to be taken in the modules is listed in Appendices 2a, 2b, and 2c. In order to ensure a balanced examination portfolio, the Examination Board may decide on individual exceptions prior to the start of classes and shall ensure that different types of examination will be used.

(2) Examinations are considered not passed for the first time if the registration period listed in Appendices 2a, 2b, and 2c has been missed by at least two semesters.

(3) Written examinations last for 180 minutes. AMPO Sec 7 applies to oral examinations provided that no more than four students participate in a group exam.

(4) The period of time for the writing of assignments and project theses is six weeks. Assignments shall generally be completed during the time between terms. They must be assigned and submitted during the same semester.

Sec 13 Academic Achievements

Academic achievements primarily take the form of colloquia, presentations, exposés, and oral examinations. The form, the time, and the type of assessment are announced by the respective lecturers at the beginning of the course.

Sec 14 Master's Thesis

(1) The Master's thesis corresponds to the Master's thesis in accordance with Sec 10 AMPO. Only students who have obtained at least 40 ECTS in their degree program and who have fulfilled any potential conditions pursuant to Sec 5 (2) of these regulations may be granted permission to write the Master's thesis.

(2) The time allowed for completion of the Master's thesis is four months, calculated from the time the topic is assigned by the supervisor of the Master's thesis. In justified cases, the chairperson of the Examination Board may, with the approval of the supervisor, grant an extension of the time allowed for completion of the thesis of up to 6 weeks.

(3) The students shall be given the opportunity to make suggestions regarding the topic of their Master's thesis. The Master's thesis must not have been submitted before by the student in the same or a similar form, or in parts, in the context of another examination.

(4) If requested by students, Master's theses written as group work may also be permitted, provided the contribution of the individual students that is to be graded can be clearly distinguished and assessed and provided the stipulations pursuant to Sec 10 (1) AMPO are fulfilled.

(5) The Master's thesis shall be submitted on time in three bound copies. The date and time of submission shall be documented in writing at the Examination Office. In addition, the AMPO applies, in particular Sec 10 and Sec 13 (4) of the AMPO.

Sec 15 Colloquium about the Master's Thesis

The students shall present the results of their Master's thesis in a colloquium. This is followed by the oral examination about the Master's thesis pursuant to Sec 11 AMPO, which shall generally last for 40 minutes. The total duration of the colloquium shall not exceed 60 minutes.

Sec 16 Calculation of the Overall Grade, Transcript of Records

The weighting for the calculation of the overall grade is listed in Appendices 3a and 3b.

Sec 17 Special Regulations for the Master's Degree Program "International Management and Finance"

(1) The General Master's Examination Regulations of the Kaiserslautern University of Applied Sciences and these Subject-specific Examination Regulations also apply to the degree program "International Management and Finance", unless stipulated otherwise in (2) to (8) below. The study plan for this degree program is listed in Appendix 2b.

(2) In addition to the above stipulations of these Subject-specific Examination Regulations, the students of the degree program "International Management and Finance" must prove that they have basic skills in Spanish on level A1 of the European Reference Framework by the end of the first semester in order to study at UNL. They must also convince the Master Course Board of a positive motivation showing their willingness to participate in academic and intercultural activities in Argentina.

(3) Students must earn 30 ECTS of the second semester in accordance with Appendix 2 b at UNL. Examinations and academic achievements to be obtained at UNL shall follow the regulations applicable at UNL, particularly also with regard to registration, withdrawal, conduct, assessment, and retaking.

(4) The decisions of the UNL regarding admission to examinations, assessment, and possibly retake possibilities are binding for the Kaiserslautern University of Applied Sciences.

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(5) The academic achievements and examinations completed at the UNL are converted into grades in accordance with Sec 12 AMPO according to Appendix 5 of these Subject-specific Examination Regulations. The respective ECTS credits are listed in Appendix 2b.

(6) Examinations that were to be taken in the semester prior to the studies abroad and which were not passed at the Kaiserslautern University of Applied Sciences or which were not taken due to illness may be retaken in the following semester at the UNL. In the case of oral examinations, a video conferencing system shall be used for the examination.

(7) In the degree program “International Management and Finance”, the time allowed for completion of the Master's thesis is three months. Complementary to Sec 10 (5) AMPO, the Master's thesis may, in agreement with the supervisors, also be written in Spanish. Complementary to Sec 14 of these Subject-specific Examination Regulations, the Master's thesis shall be supervised by professors from the Kaiserslautern University of Applied Sciences and from the UNL.

(8) The postgraduate degree of the UNL is awarded following the award of the postgraduate degree of the Kaiserslautern University of Applied Sciences.

Sec 18 Effective Date

These Subject-specific Examination Regulations shall become effective the day following their publication in the *Hochschulanzeiger*.

The amendments pursuant to Appendix 2a and c as well as 3a shall apply for students who started their studies in these Master's degree programs from 1 March 2017.

Sec 19 Expiry of the Current Examination Regulation

The regulations for the Consecutive Master's degree programs “International Finance & Entrepreneurship” and “Information Management” of the Department of Business Administration of the Kaiserslautern University of Applied Sciences dated 01 February 2012 (StAnz. No.8/2012, p. 695) shall expire on 28 February 2016 as regards the degree program “International Finance & Entrepreneurship”.

Sec 20 Transitional Regulations

(1) Students who started their studies in one of the Master's degree programs in the Department of Business Administration of the Kaiserslautern University of Applied Sciences listed in Sec 19 prior to the effective date of these examination regulations shall complete their studies according to the examination regulations stated in Sec 19.

(2) The stipulation pursuant to (1) shall end with the summer semester 2017.

Zweibrücken, 4 November 2015

Prof. Dr. Gunter Kürble
Dean of the Department of Business Administration

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Appendix 1: Modules and Semester Plan / Courses Taught in English

Modulnummer	Modul-Bezeichnung	Englisch (Lehrveranstaltungen in englischer Sprache)	Financial Services Management M.A.	Mittelstands- management M.A.	International Management and Finance (Double Degree)	Fachsemester	Semesterlage
1	Asset Management	x	K		F	2	WS
2	Cash and Treasury Management	x	K		F	2	WS
3	Commercial Bank Management	x	K		F	2	WS
4	Compliance für KMU		E	K		1	SS
5	Controlling und Risikomanagement			K	M	1	SS
6	Financial and Managerial Accounting	x	E		M	1	SS
7	Geschichte der Betriebswirtschaftslehre		E	E		1	SS
8	Intercultural Management and International Business Ethics	x	E	E		1	SS
9	International and Monetary Economics	x	K		F	2	WS
10	International Finance	x	K		F	2	WS
11	Internationales Marketing und Unternehmenskommunikation	englisch und deutsch	E	E	M	2	WS
12	Kommunikation und Führung			E		2	WS
13	Lehren von den Funktionsbereichen des Unternehmens			E		2	WS
14	Lehren von der Unternehmensführung und Managementlehren			E		1	SS
15	Management and Organisational Behaviour	x	E	E		1	SS
16	Management im Wandel			E	M	1	SS
17	Marketing im Mittelstand			K	M	1	SS
18	Merger & Acquisition: Quantitative und qualitative Methoden		K			1	SS
19	Nachhaltige Unternehmensführung			K		2	WS
20	Operatives Bankgeschäft		K			1	SS
21	Prüfungswesen und Bankenaufsicht		K			1	SS
22	Quantitative Methods in Finance	x	K	E		1	SS
23	Reinsurance	x	K		F	2	WS
24	Securities Management: Analysis and Settlement	x	K		F	2	WS
25	Steuern und Finanzen			K		2	WS
26	Strategisches Personalmanagement		E	E		2	WS
27	Unternehmen in Krise und Sanierung			K		2	WS
28	Wettbewerbspolitik und strategisches Management			E		2	WS
29	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXX					XXXX	XXXX
30	Masterthesis u. Kolloquium		MTK	MTK	MTK	3	
31	Mobilität Semester (30 ECTS) - optional		A	A		2	WS
32	General Management				M	1	SS
	Summe		11K 7 E	6 K 11 E	6 M 7 F		
	Legende:						
	A			Ausland			
	E			Ergänzungmodul			
	F			Finanzen			
	K			Kernmodul			
	M			Management			
	MTK			Master-Thesis u. Kolloquium			

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Appendix 2 a: Examination Areas, ECTS Credits

– Degree Program Financial Services Management

Financial Services Management - Master of Arts—FPO 2015

Modul	1. Semester			2. Semester			3. Semester			Summe	
	CP	SWS	Prüf. "	CP	SWS	Prüf. "	CP	SWS	Prüf. "	CP	Summe SWS
Modulgruppe: Kernmodule ¹	20	12		10	6					30	18
Merger & Acquisition: Quantitative und qualitative Methoden	10	6WÜS	PLK							10	6
Operatives Bankgeschäft / Operational Banking Business	10	6WÜS	PLK							10	6
Prüfungswesen und Bankenaufsicht	10	6WÜS	PLK							10	6
Quantitative Methods in Finance	10	6WÜS	PLK							10	6
Asset Management				10	6WÜS	PLIA				10	6
Cash and Treasury Management				10	6WÜS	PLK				10	6
Commercial Bank Management				10	6WÜS	PLIA				10	6
International Finance				10	6WÜS	PLK				10	6
International and Monetary Economics				10	6WÜS	PLK				10	6
Reinsurance				10	6WÜS	PLIA				10	6
Securities Management: Analysis and Settlement				10	6WÜS	PLK				10	6
Modulgruppe: Ergänzungsmodule ²	10	6		20	12					30	18
Compliance für KMU	10	6WÜS	PL/M							10	6
Financial and Managerial Accounting	10	6WÜS	PL/H							10	6
Geschichte der Betriebswirtschaftslehre	10	6WÜS	PLK							10	6
Intercultural Management and International Business Ethics	10	6WÜS	PL/H							10	6
Management and Organisational Behaviour	10	6WÜS	PL/H							10	6
International Marketing and Corporate Communication				10	6WÜS	PLK				10	6
Strategisches Personalmanagement				10	6WÜS	PLIA				10	6
Modulgruppe: Mobilitätssemester ³	0	0					30	2		30	2
Mobilitätsmodul - Financial Services Management				30	18WÜS	PL/H				30	18
Modulgruppe: Thesis							20		PLIA	20	
Master Thesis							10		PL/M	10	
Master Thesis Colloquium											
Gesamtsumme	30	18		30	18		30	2		90	38
	CP	SWS		CP	SWS		CP	SWS		Summe CP	Summe SWS

* (S) Seminar, (WÜS) Vorlesung / Übung / Seminar

** (PL) Prüfungsleistung, (A) Projektarbeit, (H) Hausarbeit, (K) Klausur, (M) mündlich, (S) schriftlich

1 Drei Kernmodule müssen mindestens belegt werden. Die Module können nur in den festgelegten Semestern belegt werden (SSWS). (Beispielhafte Darstellung der Modulwahl)
At least 3 core modules must be taken. The modules can only be taken in the designated terms (SSWS).

2 Anzahl der Ergänzungsmodule ist abhängig von der Anzahl der gewählten Kernmodulen. Die Module können nur in den festgelegten Semestern belegt werden (SSWS)
(Beispielhafte Wahl der Ergänzungsmodule)

The number of supplementary modules depends on the number of core modules selected. The modules can only be taken in the designated terms (SSWS).

3 Das Mobilitätssemester kann wahlweise als Ersatz des 2. Semesters an einer Partnerhochschule im Ausland absolviert werden. Es umfasst 30 ECTS, die Anzahl der SWS ist abhängig vom Angebot der Partnerhochschulen. Die angegebene SWS Anzahl ist beispielhaft.

A term can be completed at a partner university abroad in lieu of the second term. It comprises 30ECTS. The number of weekly tuition hours depends on what is offered at the partner universities. The number of tuition hours shown is just an example.

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Appendix 2 b: Examination Areas, ECTS Credits

– Degree Program International Management and Finance

International Management and Finance - Master of Arts (in Cooperation with Universidad Nacional del Litoral (UNL)) – FPO 2015

Modul	1. Semester			2. Semester			3. Semester			Summe CP	Summe SWS
	CP	SWS*	Prüf.**	CP	SWS*	Prüf.**	CP	SWS*	Prüf.**		
Modulgruppe: Management	10	6		20	12					30	18
International Marketing and Corporate Communication	10	6	VLK							10	6
Advanced Management				5	3	VLH				5	3
Business and Economics				5	3	VLX				5	3
Corporate Finance				5	3	VLX				5	3
Information Systems for Decision Making				5	3	VLH				5	3
Business Valuation				5	3	VLH				5	3
Global Competitiveness Program				5	3	VLH				5	3
Business Simulation				5	3	VLH				5	3
Hidden Champions, Strategic Management, Internationalization				5	3	VLH				5	3
Management in International Financial and Capital Markets				5	3	VLH				5,0	3
Modulgruppe: Finance – Compulsory Elective Modules¹	10	6					10	6		20	12
International Finance	10	6	VLK							10	6
International and Monetary Economics	10	6	VLK							10	6
Reinsurance	10	6	VLK							10	6
Securities Management: Analysis and Settlement	10	6	VLK							10	6
Asset Management							10	6	PLA	10	6
Cash and Treasury Management							10	6	VLK	10	6
Commercial Bank Management							10	6	PLA	10	6
Modulgruppe: Finance – Compulsory Modules	5	1		5	1					10	2
Finance Seminar	5	1	PLA							5	1
Company Internship				5	1	Proj				5	1
Modulgruppe: Language and Culture	5	4		5	4					10	8
Language and Culture I	5	4	PLM							5	4
Language and Culture II				5	4	PLM				5	4
Modulgruppe: Thesis							20			20	
Master Thesis							15		PLS	15	
Master Thesis Colloquium							5		PLM	5	
Gesamtsumme	30	17		30	17		30	6		90	40
	CP	SWS		CP	SWS		CP	SWS		Summe CP	Summe SWS

* (Proj) Projekt, (VL) Vorlesung/Übung, (VLS) Vorlesung/Übung/Seminar

** (PL) Prüfungsleistung, (A) Projektarbeit, (H) Hausarbeit, (K) Klausur, (M) mündlich, (S) schriftlich, (X) mündlich und schriftlich

*** Es müssen 4 der 9 Module belegt werden. Die Module werden in Abhängigkeit des Lehrangebots der UNL für das jeweilige Studiensemester zugewiesen (Keine Wahlmodule)

4 from 9 modules must be selected. The modules are assigned depending on the range of courses offered by the UNL - no Compulsory Elective Modules.

1 Two from seven modules must be selected. The modules of the first and third semester can be exchanged. Each module may be selected only once.

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Appendix 2 c: Examination Areas, ECTS Credits

– Degree Program Mittelstandsmanagement

Mittelstandsmanagement - Master of Arts— FPO 2015

Modul	1. Semester			2. Semester			3. Semester			Summe CP	Summe SWS
	CP	SWS*	Prüf.**	CP	SWS*	Prüf.**	CP	SWS*	Prüf.**		
Modulgruppe: Kernmodule (3 bis 6 Module zu wählen)¹	10	6		20	12					30	18
Compliance für KMU	10	6VÜS	PL/M							10	6
Controlling und Risikomanagement	10	6VÜS	PL/K							10	6
Marketing im Mittelstand	10	6VÜS	PL/A							10	6
Nachhaltige Unternehmensführung				10	6VÜS	PL/H				10	6
Steuern und Finanzen				10	6VÜS	PL/K				10	6
Unternehmen in Krise und Sanierung				10	6VÜS	PL/M				10	6
Modulgruppe: Ergänzungsmodule (max. 3 Module zu wählen)²	20	12		10	6					30	18
Geschichte der Betriebswirtschaftslehre	10	6VÜS	PL/K							10	6
Intercultural Management and International Business Ethics	10	6VÜS	PL/H							10	6
Lehren von den Funktionsbereichen des Unternehmens	10	6VÜS	PL/M							10	6
Management and Organisational Behaviour	10	6VÜS	PL/H							10	6
Management im Wandel	10	6VÜS	PL/K							10	6
Quantitative Methods in Finance	10	6VÜS	PL/K							10	6
Internationales Marketing und Unternehmenskommunikation				10	6VÜS	PL/K				10	6
Kommunikation und Führung				10	6VÜS	PL/K				10	6
Lehren von der Unternehmensführung und Managementlehren				10	6VÜS	PL/K				10	6
Strategisches Personalmanagement				10	6VÜS	PL/A				10	6
Wettbewerbspolitik und strategisches Management				10	6VÜS	PL/K				10	6
Modulgruppe: Mobilitätssemester³	0	0		0	0					0	0
Mobilitätsmodul - Mittelstandsmanagement				30	18VÜS	PL/S				30	18
Modulgruppe: Thesis							30	2		30	2
Master Thesis							20		PL/S	20	
Master Thesis Colloquium							10		PL/M	10	
Gesamtsumme	30	18		30	18		30	2		90	38
	CP	SWS		CP	SWS		CP	SWS		Summe CP	Summe SWS

* (S) Seminar, (VÜS) Vorlesung / Übung / Seminar

** (PL) Prüfungsleistung, (A) Projektarbeit, (H) Hausarbeit, (K) Klausur, (M) mündlich, (S) schriftlich

1 Drei Kernmodule müssen mindestens belegt werden. Die Module können nur in den festgelegten Semestern belegt werden (WS oder SS) (Beispielhafte Darstellung der Modulwahl)

2 Die Anzahl der Ergänzungsmodule ist abhängig von der Anzahl der gewählten Kernmodulen. Die Module können nur in den festgelegten Semestern belegt werden (SS/WS). (Beispielhafte Darstellung der Modulwahl)

3 Das Mobilitätssemester kann wahlweise als Ersatz des 2. Semesters an einer Partnerhochschule im Ausland absolviert werden. Es umfasst 30 ECTS, die Anzahl der SWS ist abhängig vom Angebot der Partnerhochschulen.

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Appendix 3 a: Weighting of Grades for the Calculation of the Overall Grades – FSM and MM

Weighting of Grades for the Calculation of the Overall Grade – Mittelstandsmanagement	
Core Module 1 Grade	10
Core Module 2 Grade	10
Core Module 3 Grade	10
Core/Supplementary Module 4 Grade	10
Core/Supplementary Module 5 Grade	10
Core/Supplementary Module 6 Grade	10
Master's Thesis Grade	20
Master's Colloquium Grade	10
Total	90

Weighting of Grades for the Calculation of the Overall Grade – Financial Services Management	
Core Module 1 Grade	10
Core Module 2 Grade	10
Core Module 3 Grade	10
Core/Supplementary Module 4 Grade	10
Core/Supplementary Module 5 Grade	10
Core/Supplementary Module 6 Grade	10
Master's Thesis Grade	20
Master's Colloquium Grade	10
Total	90

Appendix 3 b: Weighting of Grades for the Calculation of the Overall Grades - IMF

Weighting of Grades for the Calculation of the Overall Grade – International Management and Finance	
Advanced Management	5
Information Systems ...	5
Business and Economics	5
Corporate Finance	5
International Marketing and Corporate Communication	10
Module Finance 1	10
Module Finance 2	10
Finance Seminar	5
Company Internship	5
Language and Culture I	5
Language and Culture II	5
Master's Thesis	15
Master's Thesis Colloquium Grade	5
Total	90

Appendix 4: Sample Module Description

Title of the Module					
Number	Workload X h	Credits X	Study Semester Xth sem.	Frequency Every semester, winter semester, ...	Duration X semester(s)
1	Lectures a) b)	Contact Time X SWS / x h		Self-Study X h	Planned Group Size X students
2	Learning Outcomes / Competencies				
3	Contents				
4	Forms of Teaching <i>e.g., seminars, project work, group work, business game, etc.</i>				
5	Conditions for Participation Formal: <i>Examination in module xy must have been passed successfully, ...</i> Content-related: <i>Module ab should have been completed, ...</i>				
6	Types of Examinations				
7	Prerequisites for the Award of Credit Points <i>Successfully passed written module examination as well as successfully delivered presentation / thesis paper / talk, etc. in lecture xy</i>				
8	Use of the Module (in other degree programs) <i>Integrated degree program x , integrated degree program y, combination degree program supplementary course z</i>				
9	Weighting of the Grade for the Final Grade				
10	Module Lecturer and Full-Time Instructors				
11	Other Information				

Note: The representation in the Internet and/or in the module handbook may deviate from this sample due to technical reasons.

Appendix 5: Grade Conversion – HS KL / UNL

UNL → HS KL	
UNL	HS KL
10	1.0
9	1.7
8	2.3
7	3.3
6	4.0
< 6	5.0

HS KL → UNL	
HS KL	UNL
1.0	10
1.3	10
1.7	9
2.0	9
2.3	8
2.7	8
3.0	7
3.3	7
3.7	6
4.0	6
5.0	5

Appendix 6: Selection and Admission Conditions

Sec 1 - Special Admission Conditions

Sec 2 - Admission Application, Application Deadline

Sec 3 - Commission for Assessing the Admission Documents

Sec 4 - Assessment Procedure

Sec 1

Special Admission Conditions

(1) The prerequisites for admission to the Master's degree programs "Financial Services Management", "International Management and Finance", as well as "Mittelstandsmanagement" are proof of successful completion of a Bachelor's or Diplom degree program in business administration studies at a German higher education institution in which at least 210 ECTS have been achieved and proof of professional as well as personal aptitude.

(2) Applications for the degree programs listed in (1) are also accepted from those who

1. have obtained a professional qualification (qualified Bachelor's degree) in a business administration studies degree program at a higher education institution abroad and provide proof of professional and personal aptitude.
2. have obtained a Bachelor's degree in another degree program decreed to be of similar content ("*Fachverwandtschaft*"). In such cases, additional conditions may be imposed regarding fulfillment of the admission requirements.

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(3) The Examination Board establishes affinity of content (“*Fachverwandtschaft*”) pursuant to (2) in agreement with the Admissions Commission pursuant to Sec 3.

(4) The requirements pursuant to (1) are met if the overall grade of the degree is at least 3.0. The professional and personal aptitude shall be assessed through an assessment procedure as described in Sec 4 of this appendix.

(5) An applicant's personal aptitude shall be demonstrated by a strong interest in the selected Master's degree program, a correspondingly high motivation to study this program, and outstanding commitment. This shall be documented by a written presentation of the applicant's personal and professional career (e.g., internships, experience or studies abroad, job experience or practical experience, ...), the reasons for commencing the studies in the form of a letter of motivation, and the goals the applicant intends to achieve with these studies. There will also be a personal selection interview.

(6) To the extent that the regulations of this appendix do not conclusively settle this procedure, the corresponding regulations of the General Master's Examination Regulations of the Kaiserslautern University of Applied Sciences in their respective applicable version shall be applied as appropriate.

Sec 2

Admission Application, Application Deadline

(1) For the admission application and the application deadline, the stipulations of the Ordnung über die Einschreibung der Studierenden (Einschreibeordnung) [*Enrollment Regulations*] in their respective applicable version apply.

(2) In addition to the documents listed in the Einschreibeordnung [*Enrollment Regulations*], the following documents shall be included with the application for admission to one of the Master's degree programs listed in accordance with Sec 1 (1):

1. proofs of fulfillment of the special admission requirements pursuant to Sec 1 (1), (2), and (4),
2. presentation of the personal and professional career and the intended objectives to be achieved by studying and pursuing this degree program in accordance with Sec 1 (5), and
3. a recent passport photo.

Sec 3

Commission for Assessing the Admission Documents

(1) The commission tasked with assessing the application documents and performing the selection interview (Admissions Commission) is appointed by the Examination Board of the respective Master's degree program. It consists of:

1. the coordinator of the degree program (or a representative)
2. a person qualified to administer examinations pursuant to Sec 4 AMPO, who has at least a Master's level degree.

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One or several Admissions Commissions may be appointed.

(2) The Commission checks whether the proofs submitted in accordance with Sec 2 (2) fulfill the special admission requirements pursuant to Sec 1.

(3) For the oral selection interview, the regulations pursuant to Sec 7 of the General Master's Examination Regulations of the Kaiserslautern University of Applied Sciences in their applicable version shall apply as appropriate. The decision is made by the Commission according to (1).

Sec 4

Assessment Procedure

(1) The Commission pursuant to Sec 3 may also ask applicants for supplementary written statements or proofs, giving a deadline for their submission.

(2) The degree of aptitude is determined via a point system. As a matter of principle, the professional aptitude shall be assessed via the ECTS grade. If no ECTS grade can be determined, the grade of the first professional qualification shall be decisive. The points for professional and personal aptitude shall be assigned as follows:

professional suitability: degree of coverage wrt first degree	professional suitability: final grade	personal suitability: presentation of career	personal suitability: letter of motivation
	5 p.: $x \in [1,0]$		
	4 p.: $x \in [1,1;1,5]$	4 p. = excellent	4 p. = excellent
3 p.= Fidi or MÖ or identical	3 p.: $x \in [1,6;2,0]$	3 p. = good	3 p. = good
2 p.= close substantive congruity	2 p.: $x \in [2,1;2,5]$	2 p. = satisfactory	2 p. = satisfactory
1 p.= little substantive congruity	1 p.: $x \in [2,6;3,0]$	1 p. = sufficient	1 p. = sufficient
0 p.= not comparable	0 p.: $x \in [3,1;5,0]$	0 p. = unsatisfactory	0 p. = unsatisfactory
Minimum score per column: 1 p. Minimum overall score: 10 p.			

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A total of 9 points (maximum) can be achieved. If the members of the Commission assign different numbers of points, the arithmetic mean shall be formed. It is calculated up to one decimal point; a second decimal point will not be considered.

(3) Applicants who have obtained 5 or more points pursuant to (2) fulfill the admission requirements for the Master's degree programs in accordance with Sec 1 (1) and shall be admitted.