

Unofficial consolidated reading version

Please note the provisions regarding entry into force in the respective amending statutes.

Examination regulations for the continuing education master's degree programme

Master of Business Administration (MBA) at the Catholic University of Eichstätt-Ingolstadt

From DD.MM.YYYY

amended by statute of DD.MM.YYYY amended by
statute of DD.MM.YYYY (Senate resolution 3.5.23 – in
approval procedure)

Based on Article 5, Section 3, Sentence 1 of the Concordat between the Holy See and the Free State of Bavaria of 29 March 1924 (BayRS 2220-1-K), the Catholic University of Eichstätt-Ingolstadt (KU) issues the following examination regulations:

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§ 1 Scope

¹These examination regulations regulate the examination requirements for the Master of Business Administration (MBA) graduate program.²In addition, the General Examination Regulations (APO) of the Catholic University of Eichstätt-Ingolstadt dated 26 November 2014 in the currently valid version apply.

§ 2

Qualification requirements

(1) Admission to the Master of Business Administration (MBA) programme is open to those who

1. demonstrates a level of competence of at least 210 ECTS points acquired as part of a first professional university degree or equivalent entry requirements,
2. can provide evidence of qualified practical professional experience of not less than two years in management, planning and control tasks after completing the first university degree in private or public companies, associations, administrations or church institutions,
3. can provide evidence of English language skills before the start of the first semester of the MBA program. Accepted proof of English language skills are:
 - TOEFL iBT: 90 or higher, or IELTS:
 - 6.5 or higher, or Cambridge
 - Certificate C1 Advanced.Other English-language certificates may be submitted, and the selection committee will inform each applicant whether the certificates submitted are sufficient or whether the applicant must provide one of the three certificates listed.
4. has passed the aptitude test in accordance with the annex and
5. Proof of German language skills at least at level A2 (Common European Framework of Reference) in one of the following ways: school-leaving certificate, a Goethe Certificate A2 or another qualifying certificate; proof of German language skills must be provided by the end of the second semester, and until then enrollment is subject to reservation.

(2)¹The ECTS points required under paragraph 1 no. 1 can also be demonstrated in subject areas relevant to the degree program by successfully completing modules at universities or by recognition of relevant previous experience in the context of qualified professional activity amounting to up to 30 ECTS points.²Up to 30 ECTS credits can be acquired up to the end of the first year of study, which count towards the 210 ECTS credits required under paragraph 1 no. 1; until then, enrolment is conditional.³If the 210 ECTS points required under paragraph 1 sentence 1 are not achieved by the end of the second semester, the student will be exmatriculated at the end of the second semester.

(3)¹The course is subject to fees.²The amount of the fees and the terms of payment are regulated in a separate fee schedule.

§ 3

Academic degree

After successfully completing the course, the academic degree of “Master of Business Administration”, abbreviated “MBA”, is awarded.

§ 4

Standard period of study, start of studies

- (1) The standard period of study for the Master’s programme is four semesters.
- (2) The course of study may be started in the winter semester.

§ 5

Audit Committee

¹The examination board consists of two full-time or part-time university lecturers who are elected from among the full-time or part-time university lecturers of the Faculty of Economics, as well as the program coordinator.²The Faculty Council of the Faculty of Economics in Ingolstadt appoints a representative of the academic staff who sits on the Examination Board in an advisory capacity.

§ 6

Passing the Master’s exam

The Master’s examination is passed if the student

1. has completed all modules by the end of the fourth semester with at least the grade “sufficient” (4.0) or with “pass” and
2. has acquired a total of 90 ECTS points.

§ 7

Compulsory area, practical transfer modules

¹In the compulsory Business Management area, each student must acquire 70 ECTS credits.² He or she must successfully complete the following modules:

1. Firms, Markets, and Money: Principles of Economics for Business: 5 ECTS points; Module examination: take-home exam,
2. Innovation and Creativity in Management: 5 ECTS points; Module examination: presentation and take-home exam,
3. Managing Operations and Supply Chains: 5 ECTS points; Module examination: take-home exam,
4. Managing Markets, Products, and Consumers: 5 ECTS points; Module examination: presentation and take-home exam,
5. Global Immersion in the Silicon Valley: Digitalization, Scaling Up, and New Business Models: 5 ECTS points; Module examination: take-home exam or term paper,
6. Financial and Managerial Accounting: 5 ECTS points; Module examination: take-home exam,
7. Managing People and Organizations: Leadership, Power and Influence: 5 ECTS points; Module examination: presentation and take-home exam,
8. Financial Management: 5 ECTS points; Module examination: take-home exam,
9. Creating, Managing and Delivering Exceptional Service: 5 ECTS points; Module examination: presentation and take-home exam,

10. Business Analytics for Insights: 5 ECTS points; Module examination: take-home exam,
11. Business and Society: Ethics and Sustainability: 5 ECTS points; Module examination: take-home exam or term paper,
12. Applied Economics for Business Decision Making: 5 ECTS points; Module examination: take-home exam,
13. Current and Advanced Issues in Business Administration: 5 ECTS points; Module examination: take-home exam or term paper,
14. Business Immersion in Germany: Achieving Global Growth and Competitiveness: 5 ECTS points; Module examination: take-home exam or term paper.

§ 8

Examination forms

(1) Housework:

- (2)¹A term paper in the MBA program consists of a careful written analysis and explanation of the announced topic with a maximum length of 25 pages (line spacing of 1.5 and Times New Roman font size 12) including all tables, figures and references.²The topic of the paper will be announced in the course and students are required to submit the paper within the processing period, which is usually one to three weeks (depending on the module).Take-Home Exam:

¹A take-home exam in the MBA program consists of several questions that are provided online/ digitally by the course instructor.²Participants are usually given one week to complete the exam.

³They must then upload their answers to the take-home exam in a single document on the agreed platform.⁴Students are not required to come to campus for the exam, but can take it at a location of their choice where they have access to an internet connection.

(3) Presentation:

¹A presentation in the MBA program consists of the application or transfer of course material to a practical business problem that is directly relevant to the students and their current roles and responsibilities in their respective organizations or industries.²Students work in small teams (between two and five students per team, depending on the course) and give presentations of 15 to 30 minutes on the topic assigned to them.³The allocation of students to teams and the assignment of topics take place in the respective module.

§ 9

Master thesis

- (1)¹The Master's thesis should demonstrate the student's ability to develop a concrete project for his or her organization (or for an organization or company of his or her choice) using and applying scientific methods and the new acquired knowledge.²The topic of the Master's thesis can come from any of the compulsory modules of the degree program and may only be issued after 40 ECTS points have been acquired; this must be proven when registering the Master's thesis.
- (2) The Master's thesis will be worth 20 ECTS points.
- (3) The maximum time available for completing the Master's thesis is six months.

§ 10

Teaching format and language of instruction in the program

1The teaching format in this MBA program includes blended learning.2The language of instruction is English.

§ 11

Come into effect

These examination regulations come into force on 1 January 2021.

Attachment:

Aptitude test for the Master of Business Administration (MBA) postgraduate course at the Faculty of Economics and Business Administration Ingolstadt (WFI) of the Catholic University of Eichstätt-Ingolstadt

(1) Purpose of the aptitude test

Qualification for the Master of Business Administration (MBA) program requires passing the aptitude test in accordance with the following regulations.

(2) Suitability procedure

1. The aptitude test will be carried out promptly after receipt of the application by the Faculty of Economics.

2.¹Applications for admission to the aptitude test for the following winter semester must be submitted on the platform provided by the Catholic University of Eichstätt-Ingolstadt.

²Applications are accepted and reviewed on an ongoing basis.

3. The application must be accompanied by:

a. a CV in tabular form,

b. proof of the first university degree or the comparable entry requirement and the ECTS points acquired,

c. proof of qualified professional experience of not less than two years in management, planning and control tasks in private or public companies, associations, administrations or church institutions after completion of the first university degree,

d. proof of English language skills in accordance with Section 2 Paragraph 1 No. 3, if already available,

e. proof of German language skills at level A2 (Common European Framework of Reference) in accordance with Section 2 Paragraph 1 No. 5, if already available,

f. a written justification for the choice of study programme, not exceeding 1000 words.

(3) Aptitude Test Committee

¹The aptitude test is carried out by a committee consisting of at least two full-time or part-time university lecturers in the field of economics

Faculty and, if applicable, other members.²It is appointed by the Audit Committee and elects a chairperson from among its members.³In case of a tie, the chairperson decides.⁴The exclusion from the consultation and voting determines

pursuant to Article 41 paragraph 2 of the Bavarian Higher Education Act (BayHSchG).⁵The rules for the Audit Committee shall apply accordingly to the conduct of business.

(4) Admission to the aptitude test

1. Admission to the aptitude test requires that the documents referred to in paragraph (2) 3 are submitted on time and in full.

2. Candidates who meet the necessary requirements will be invited to an oral examination interview in accordance with paragraph (5); the date of the oral examination will be announced in good time.

3. Applicants who are not admitted will receive a decision stating the reasons and information on legal remedies.

(5) Scope and content of the aptitude test

- 1.¹As part of the aptitude test, an oral interview of approximately 30 minutes duration.²The purpose of the interview is to assess whether the applicant, based on his or her personality, skills and knowledge, is suitable for the special qualitative requirements of the degree programme and whether it can therefore be expected that the aim of the degree programme is achieved.³Assessment criteria include in particular:
- a. Knowledge of operational structures and processes as well as the functioning of markets,
 - b. Abilities in understanding complex relationships and in analytical thinking,
 - c. Skills in carrying out transfer services,
 - d. Ability and willingness to work scientifically and responsibly.
- ⁴The oral examination will be conducted by two members of the Aptitude Test Committee, at least one of whom will be from the group of professors.
Professors, carried out.⁵The oral examination is assessed by each examiner with a grade between 1.0 and 5.0.⁶The overall grade of the oral examination is the arithmetic mean of the two grades.
- 2.¹The written justification for the course of study according to paragraph 2 no. 3 letter f will also be assessed by each examiner with a grade between 1.0 and 5.0.²The overall grade for the written explanation is the arithmetic mean of the two grades.³The criteria for evaluating the written justification are the description of how well the MBA fits with the objectives for the future career and the explanation of the reasons for choosing the KU study program.
3. The grade of the first professional university degree or equivalent entry requirements will be taken into account in the aptitude procedure with one decimal place.

(6) Determination and announcement of the result

- ¹The overall grade of the aptitude test is calculated as follows:
- Grade of the first professional university degree or equivalent entry requirements (weighting: 50%)
 - Grade of the oral examination (weighting: 40%) Grade of the
 - written justification (weighting: 10%)
- ²The aptitude test is passed if at least an overall grade of 2.5 is achieved.³The
The result of the aptitude test will be communicated to the applicant in writing.⁴A rejection notice must include reasons and information on legal remedies.

(7) Minutes

A record must be made of the course of the aptitude test, which must show the date and place of the oral examination interview, the names of the examiners, the names of the applicants, the assessment of the examiners and the overall result.

(8) Repetition

Applicants who have not provided proof of suitability can re-register for the aptitude test at the date of the following year.