

Please note that only the German version of these regulations is legally binding. The English translation is provided for informational purposes only!

## Examination regulations for the Bachelor's degree program in International Business Administration at the Catholic University of Eichstätt-Ingolstadt

dated March 24, 2015

amended by the statutes dated November 27, 2015,  
amended by the statutes dated February 16, 2018,  
amended by the statutes dated February 04, 2021,  
amended by the statutes dated DD.MM.YYYY (Resolution of the Senate dated 07/21/21 – approval procedure ongoing).

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

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## **Section 1 Scope of application**

<sup>1</sup>These examination regulations govern the examination requirements for the Bachelor's degree program in International Business Administration. <sup>2</sup>The current version of the General Examination Regulations (APO) of the Catholic University of Eichstätt-Ingolstadt dated November 26, 2014, also applies.

## **Section 2 Degree**

- (1) Upon successful completion of the program, graduates are awarded the academic title "Bachelor of Science" (abbreviation: "BSc").
- (2) <sup>1</sup>On the basis of an agreement with one or more German or foreign universities, the degree may be awarded jointly by all partner universities involved or by every university individually. <sup>2</sup>The foreign partner university may award a different degree that is equivalent to a Bachelor's degree instead.

## **Section 3 Scope of a module**

The amount of time required for a module is generally five ECTS credits; the Faculty Council decides on exceptions.

## **Section 4 Standard length of the program, start of the program and studies abroad**

- (1) The standard length of the Bachelor's degree program is eight semesters.
- (2) Students can only start the program in the winter semester.
- (3) <sup>1</sup>All students of this international Bachelor's degree program have to complete study and examination achievements at a foreign partner university. <sup>2</sup>Study and examination achievements completed at a partner university are regulated by the respective partner university and are governed by the legal provisions applicable there. <sup>3</sup>Semesters abroad are part of the regular course of study and do not require taking leave. <sup>4</sup>The students shall be responsible for implementing and financing their stays abroad.
- (4) <sup>1</sup>The degree program is offered in cooperation with foreign partner universities. <sup>2</sup>Students can start their studies at the KU or at a foreign partner university, where they will at least complete the first four semesters of the program; the remaining semesters of the program will then be completed at the respectively other university abroad or at the KU. <sup>3</sup>Details shall be regulated in the cooperation agreements, particularly including the exact number of semesters of the program to be completed at the respective partner university. <sup>4</sup>If a student who started his or her studies at the KU cannot study at a foreign partner university, with which the KU has concluded a cooperation agreement, for reasons beyond his or her control, he or she shall have the option of completing the study and examination achievements at another partner university of the KU for which there is no specific cooperation agreement for this degree program. <sup>5</sup>If the student completes studies abroad in accordance with sentence 4, he or she shall conclude an agreement on the study achievements to be completed (Learning Agreement) with the board of

examiners before taking up the studies abroad.

- (5) The degree program description outlines the program structure both for students who have started their studies at the KU and for students who have started their studies at a partner university.

### **Section 5 Degree program coordinator**

<sup>1</sup>The degree program coordinator is responsible for creating the degree program description.  
<sup>2</sup>He or she must obtain the Faculty Council's approval for all changes.

### **Section 6 Board of examiners, doctor's certificate from a specific doctor**

- (1) <sup>1</sup>The board of examiners consists of at least five members who are elected from the body of full KU lecturers (not contract or visiting lecturers) of the Ingolstadt School of Management (WFI).  
<sup>2</sup>A representative of the research associates at the Ingolstadt School of Management is appointed by the Faculty Council as an additional member.
- (2) <sup>1</sup>For this degree program, in cases in which a doctor's certificate is required by the General Examination Regulations, the student must submit a doctor's certificate from a specific doctor (*vertrauensärztliches Attest*). <sup>2</sup>The board of examiners determines which specific doctors may issue this certificate.

### **Section 7 Passing the Bachelor's examination, calculation of the overall grade**

- (1) The Bachelor's examination has been passed if the student
1. has passed the minimum ECTS score requirement (*Grundlagen- und Orientierungsprüfung*),
  2. has completed all modules up to the end of the eighth semester with the grade "sufficient" (4.0) or better or with the assessment 'passed',
  3. has acquired a total of 240 ECTS credits and
  4. has completed the required internship with the grade 'passed'.
- (2) <sup>1</sup>If requested by the student, the Bachelor's examination is considered to have been passed when no more than one required module was graded 'insufficient' (5.0) and, in accordance with Section 8 para. 1 sentence 2, at least one module (excluding introductory seminars) in the same subject area was graded 'satisfactory' (3.0) or better. <sup>2</sup>To compensate for the missing ECTS credits, the student must successfully complete an additional module (excluding introductory seminars) in the same subject area. <sup>3</sup>The failed required module is listed on the final academic record with the grade 'insufficient' (5.0) and is included in the calculation of the overall grade. <sup>4</sup>The grade for the module that is completed to compensate for the missing ECTS credits is not included in the calculation of the overall grade.
- (3) <sup>1</sup>The final Bachelor's grade is calculated as the weighted arithmetic mean of the grades of all modules according to Section 7 para. 1 no. 2 and the Bachelor's thesis. <sup>2</sup>The

weighting is effected according to the number of achieved ECTS credits. <sup>3</sup>The grade is calculated to one decimal place; all further decimal places are omitted without rounding.

(4) The overall grade is awarded as follows:

	1.0	to	1.5	= excellent
over	1.5	to	2.5	= good
over	2.5	to	3.5	= satisfactory
over	3.5	to	4.0	= sufficient
over	4.0			= insufficient.

## Section 8

### Required area, required elective area, elective area, specializations, required internship

(1) <sup>1</sup>The student must obtain 80 ECTS credits in the required area. <sup>2</sup>In this context, all students who have started their studies at the KU must successfully earn

1. 30 ECTS credits in Business Administration,
2. 20 ECTS credits in Economics,
3. 10 ECTS credits in Law,
4. 15 ECTS credits in Quantitative Methods and
5. 5 ECTS credits in Business and Corporate Ethics.

<sup>3</sup>The required modules are listed in the annex of these examination regulations. <sup>4</sup>For students who have started their studies at a foreign partner university, the study and examination achievements to be completed in the required area are regulated by the partner university; they are stipulated in the degree program description.

(2) <sup>1</sup>Each student must obtain 85 ECTS credits in the required elective area. <sup>2</sup>In this context, all students who have started their studies at the KU must successfully complete the following modules:

1. Modules worth 45 ECTS credits from an area of specialization (major)
2. Modules worth 10 ECTS credits from a business language
3. Modules worth 20 ECTS credits in the field of culture and society or in the language spoken in the country or cultural area of the relevant partner university
4. A module worth 5 ECTS credits from the University's Studium.Pro offer and
5. A module worth 5 ECTS credits from an introductory seminar, in particular with the following contents:
  - a) Scientific work, presentation and communication technology,
  - b) Project management and team work.

<sup>3</sup>Admissible modules for the specializations and the field of culture and society mentioned in sentence 2 no. 3 are stipulated in the degree program description. <sup>4</sup>Admissible modules for the specialization in accordance with sentence 2 no. 1 can also be comparable modules successfully completed at German or international universities. <sup>5</sup>The degree program manager decides whether the module is acceptable. <sup>6</sup>The modules from the required elective area can be completed at the partner university.

(3) <sup>1</sup>In the elective area, students must successfully complete at least 55 ECTS credits from the entire teaching program of the Bachelor's programs at the Ingolstadt School of Management or the respective partner university or comparable modules from other universities in Germany or abroad. <sup>2</sup>Modules for the elective area can be limited to parts of the teaching offer at the Ingolstadt School of Management and the partner university in the cooperation agreements with the partner universities. <sup>3</sup>Students can choose a minor worth 20 ECTS credits in accordance with para. 5. <sup>4</sup>In this case, the scope of ECTS credits to be earned in the elective module area is reduced to 35 ECTS credits. <sup>5</sup>The minor/elective area is used to gain skills that

go beyond the major. <sup>6</sup>Students cannot complete the same module both in the major and in the elective area/minor.

- (4) <sup>1</sup>Study specializations (majors) have an interdisciplinary orientation. <sup>2</sup>The following specializations (majors) are generally offered:

- (1) Business and Psychology
- (2) Management and Marketing
- (3) Financial Management
- (4) Supply Chain and Information Management
- (5) Business and Economics
- (6) Sustainable Solutions for Business and Society.

<sup>3</sup>Students are not legally entitled to have all specializations offered to them. <sup>4</sup>The degree program description can stipulate required modules for the specializations (majors). <sup>5</sup>The specializations (majors) are subject to admission restrictions. <sup>6</sup>Admission for the specializations is regulated by statutes for allocation. <sup>7</sup>The completed study specialization will be listed in the final academic record. <sup>8</sup>Students who started their studies at the KU must complete at least two modules of the study specialization according to para. 2 sentence 2 no. 1 at the KU.

- (5) <sup>1</sup>The offered minors are defined by the degree program description. <sup>2</sup>The degree program description can stipulate required modules for the minors. <sup>3</sup>Students can only choose one minor that can be combined with the respectively selected major. <sup>4</sup>Admissible combinations of majors and minors are defined by the degree program description. <sup>5</sup>The completed minor will be listed in the final academic record.
- (6) Completing the modules in accordance with para. 1, para. 2 sentence 2 no. 1 and of two modules worth 10 ECTS credits in accordance with para. 2 sentence 2 no. 2 equals passing an intermediate examination in accordance with Section 15 para. 1 sentence 2 German Higher Education Framework Act (HRG).
- (7) <sup>1</sup>The student must successfully complete an eight-week required internship worth 10 ECTS credits. <sup>2</sup>Students who have started their studies at the KU should complete their required internship in the country of their partner university. <sup>3</sup>Students who have started their studies at the partner university should complete their required internship in Germany. <sup>4</sup>Students apply for internships at suitable private or public institutions independently. <sup>5</sup>In the context of the required internship, students compile an internship report documenting tasks, progress and experiences gained in the internship. <sup>6</sup>On the basis of the internship report, the required internship will be graded as "passed" or "failed"; the assessment of the required internship will not be taken into account when calculating the average grade. <sup>7</sup>The required internship can be replaced by a completed relevant professional training. <sup>8</sup>The required internship cannot be credited towards the minimum ECTS score requirement (*Grundlagen- und Orientierungsprüfung*).

## **Section 9 Examinations**

- (1) The type of examination for a module may be any of the types of examination listed in Sections 17 and 18 General Examination Regulations and must be chosen according to the skills that students should have acquired and the degree program concept.
- (2) <sup>1</sup>The examination type portfolio is a collection of coordinated achievements on a defined topic. <sup>2</sup>It comprises a written work (report, management summary, project documentation, written paper on the project idea, etc.) and can also include a presentation (e.g. group presentation, presentation and/or a video). <sup>3</sup>As a rule, the extent is up to 25 pages for an individual written paper; in case of a team project with presentation, the written paper should be 5 to 10 pages per

team member.

- (3) <sup>1</sup>The examination type seminar paper/written assignment with presentation (*Referat*) or seminar paper/written assignment with presentation (*Präsentation*) includes a presentation (*Referat or Präsentation*) on a topic that is closely related to the seminar paper or assignment. <sup>2</sup>Both the presentation and the seminar paper or written assignment will be included in the module grade, with the written work contributing at least 50 percent to the module grade. <sup>3</sup>The exact weighting is determined in the respective module description.
- (4) <sup>1</sup>The type of examination for language modules is usually a combination of an oral and a written part, in order to ascertain whether the student has reached the learning objectives in the different competencies (listening, reading, speaking, writing). <sup>2</sup>Both parts of the examination will contribute 50 percent to the module grade.
- (5) The length of an oral examination is at least ten and at most 60 minutes for modules offered as part of the degree program.
- (6) If it is not possible for an equivalent examination to be offered in the context of a retake examination, the retake examination in the same semester will be canceled.
- (7) At least one of the examination supervisors should be experienced in the subject of the examination.

#### **Section 10 Required attendance**

In accordance with Section 22 General Examination Regulations, proof of attendance may be required for a course.

#### **Section 11 Minimum ECTS score requirement (*Grundlagen- und Orientierungsprüfung*)**

- (1) The minimum ECTS score requirement (*Grundlagen- und Orientierungsprüfung*) aims at giving students an impression early on, whether they are likely to fulfill the requirements of this Bachelor's program.
- (2) <sup>1</sup>It is passed, if the student has successfully completed modules to the extent of 40 ECTS credits by the end of the second semester at the latest. <sup>2</sup>If, due to organizational reasons, an examination is only held at the beginning of the lecture period of the next semester, this will be seen as belonging to the previous semester of the program.
- (3) The assessment of the minimum ECTS score requirement is seen
  1. as taken and not passed, if students do not meet the deadline mentioned in paragraph 2 for reasons within their control, and
  2. as failed at the final attempt, if students have not managed to successfully complete modules to the extent of 60 ECTS credits by the end of the third semester of the program for reasons within their control; paragraph 2 sentence 2 shall apply accordingly.

## **Section 12**

### **Bachelor's thesis**

- (1) <sup>1</sup>The topic of the Bachelor's thesis shall be selected from the entire program range of all specializations. <sup>2</sup>In exceptional cases, the topic of the Bachelor's thesis may be taken from other subjects taught at the KU that are compatible with this Bachelor's program. <sup>3</sup>The board of examiners decides on the admissibility of topics upon the student's request.
- (2) <sup>1</sup>The topic of the Bachelor's thesis is determined by the responsible subject representative. <sup>2</sup>The responsible subject representative may be any person eligible to hold examinations in accordance with Section 8 para. 1 General Examination Regulations and who is involved in the program of the study specializations. <sup>3</sup>The topic of the Bachelor's thesis must be related to business and/or economics. <sup>4</sup>According to Section 2, para 2, the topic of the Bachelor's thesis must only be handed out after the student has successfully completed the introductory seminar in accordance with Section 8 para. 1 sentence 2 no. 4.
- (3) The period allocated for working on the Bachelor's thesis is two months.
- (4) As a general rule, the reviewer must ensure that the Examinations Office is informed of the grade within six weeks after the date on which the Bachelor's thesis was submitted.
- (5) <sup>1</sup>Students who started studying at the KU shall write and submit their Bachelor's thesis at the partner university in accordance with the respectively applicable regulations at the institution. <sup>2</sup>Students who have started their studies at the partner university shall write and submit their Bachelor's thesis at the KU.

## **Section 13**

### **Final academic record, certificate, diploma supplement**

- (1) The final academic record confirming that the student has passed the Bachelor's examination also specifies the number of semesters taken to complete the program.
- (2) The degree certificate is either issued jointly by the universities involved or a separate certificate is issued by each partner university.
- (3) The diploma supplement contains the information that the program is an international study program.

## **Section 14**

### **Entry into force, transitional provisions**

- (1) These examination regulations enter into force with effect from April 1, 2015.
- (2) <sup>1</sup>The examination regulations for the Bachelor's degree program in International Business Administration dated December 12, 2007, last amended by the statutes dated MM/DD/YYYY cease to be in force. <sup>2</sup>They continue to apply to all students who started their studies in the Bachelor's degree program in International Business Administration before April 1, 2015, unless they choose to change to these examination regulations.

Annex: Required modules in the Bachelor's degree program in International Business Administration

<b>Module title</b>	<b>Type of examination</b>	<b>ECTS credits</b>	<b>Required attendance</b>	<b>Admission requirements</b>
Accounting	Written examination	5	-	-
Descriptive Statistics and Probability Theory	Written examination	5	-	-
Introduction to Business and Corporate Ethics	Written examination	5	-	-
Fundamentals of Marketing Management	Written examination	5	-	-
Inductive and Multivariate Statistics	Written examination	5	-	-
Investment, Finance and Capital Markets	Written examination	5	-	-
Balancing and Business Taxation	Written examination	5	-	-
Introduction to Economics	Written examination	5	-	-
Macro-Economics	Written examination	5	-	-
Mathematics for Students of Economics	Written examination	5	-	-
Micro-Economics	Written examination	5	-	-
Public Finance and Sustainable Economic Policy	Written examination	5	-	-
Digital Systems & Operations Management	Written examination	5	-	-
Private Law I	Written examination	5	-	-
Private Law II	Written examination	5	-	-
Corporate Management	Written examination	5	-	-