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This English version of the Examination Regulations **MA Quantum Engineering** is not legally binding. Only the original German text is legally binding, which you can find under the following link:

<https://www.uni-hannover.de/de/studium/im-studium/pruefungsinfos-fachberatung/studiengang/ordnungen-2>

This version has been automatically translated with DeepL and has only been checked superficially for errors, so please note the following limitations:

- technical and legal terms may be incorrect
- the names of modules and courses have been translated, this does not mean that the courses are available in English.

With these limitations, we hope that this version is helpful for you.

No legal binding

The Faculty Council of the Faculty of Mathematics and Physics of the Gottfried Wilhelm Leibniz Universität Hannover adopted the following examination regulations for the Master's degree programme Quantum Engineering on 25.05.2022. The Presidential Board approved the examination regulations on 17.08.2022 in accordance with § 37 Para. 1 No. 5. b) of the Lower Saxony Higher Education Act. They shall enter into force on 01.10.2022 following their publication in the university gazette of Gottfried Wilhelm Leibniz Universität Hannover.

Amendment of the Examination Regulations for the Master's Programme Quantum Engineering at the Gottfried Wilhelm Leibniz Universität Hannover from 02.09.2022

The Faculty of Mathematics and Physics of the Gottfried Wilhelm Leibniz Universität Hannover has issued the following examination regulations in accordance with §§ 7 paragraph 3, 44 paragraph 1 of the Lower Saxony Higher Education Act:

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Part One: General

§ 1 Purpose of the Examination and University Degree

- (1) ¹The Master's examination constitutes a further professionally qualifying degree of the degree programme. ²The Master's examination is intended to determine whether the candidate has the ability to work independently according to scientific or scientific-artistic principles at an advanced level and to apply scientific knowledge; furthermore, it is intended to determine whether the candidate has an overview of the subject-specific contexts and has acquired the specialist knowledge and competences necessary for the transition to professional practice.
- (2) After passing the Master's examination, Gottfried Wilhelm Leibniz Universität Hannover awards the academic degree "Master of Science (M. Sc.)".

§ 2 Duration and structure of the degree programme

¹The standard period of study is two years. ²The time required for attendance studies and self-study is 120 ECTS credits (credit points) of 30 hours each. ³The programme is divided into four semesters.

§ 3 Responsibility (Dean of Studies, Examination Board)

- (1) The examination board, which is appointed by the faculty council in agreement with the dean of studies to carry out these tasks, is responsible for performing the tasks according to these examination regulations.
- (2) ¹The examination board shall consist of five members, namely three members from the university teachers' group, one member representing the staff group and active in teaching, and one member from the students' group. ²The members of the examination board as well as their representatives shall be appointed by the respective group representatives. ³ The chair and the deputy chair, on which the examination board decides, must be held by members of the university teaching group or habilitated members. ⁴ The student member shall only have an advisory vote in assessment matters and in the decision on the recognition of examination achievements. ⁵The dean of studies, if not appointed as a member of the examination board, may participate in the meetings of the examination board in an advisory capacity.
- (3) ¹The members of the examination board and their representatives are subject to official secrecy. ²If they are not in public service, they shall be sworn to secrecy by the chairperson.
- (4) ¹The Audit Committee shall constitute a quorum if the majority of the members entitled to vote are present. ² Resolutions shall be adopted by a majority of the valid votes cast; abstentions shall be considered as votes not cast.
- (5) ¹ The meetings of the examination board are not public. ²Minutes shall be kept of the meetings of the audit committee. ³The minutes shall record the main items discussed and the resolutions adopted.
- (6) The members of the examination board shall have the right to observe the taking of examinations.
- (7) ¹The examination board may revocably delegate powers to the chair and vice-chair. ²The examination board may use a body commissioned by it to fulfil its tasks. ³The chairperson shall prepare and implement the resolutions of the examination board and report to the examination board on these activities on an ongoing basis. ⁴The delegation of powers to the chair or the deputy chair is excluded for cases according to § 18 paragraph 1.
- (8) The examination board may adopt rules of procedure.

Part Two: Master's Examination

§ 4 Structure and content of the examination

- (1) ¹ The Master's examination is taken during the course of study. ²It consists of examinations and, if applicable, coursework in compulsory modules, compulsory elective modules, elective modules and the compulsory module "Master's thesis" according to Annex 1.
- (2) The courses assigned to the modules result from the module catalogue or the course catalogue.
- (3) ¹As part of the Master's degree programme, an industrial internship or a project assignment in a laboratory of at least 8 weeks must be completed. ²Further details are regulated in the internship regulations.
- (4) ¹As a rule, the language of teaching and examination is English. ²After appropriate announcement in the module catalogue, the language of teaching and examination may also be German. ³The examinations can be taken in German by arrangement or as determined by the examiner.

§ 5 Examiners and assessors

¹The body responsible according to § 3 appoints members of the university teaching staff of the participating faculties of the Gottfried Wilhelm Leibniz Universität Hannover and of the Technische Universität Braunschweig as examiners for the modules of the degree programme as well as the assessors. ²The body responsible in accordance with § 3 may appoint further examiners, provided they have at least the qualification to be established by the examination or an equivalent qualification. ³Insofar as they fulfil the requirements according to sentence 2, examiners may also be appointed who are not members or affiliates of Gottfried Wilhelm Leibniz Universität or Technische Universität

Braunschweig. ⁴Only persons who have acquired at least the qualification to be determined by the examination or an equivalent qualification may be appointed as assessors. ⁵The appointment of assessors may also be delegated to the examiners by the body responsible under § 3.

§ 6 Study and examination achievements

- (1) ¹ Course achievements are ungraded achievements that can be provided in a module/course in order to practise competences. ²The coursework to be completed is explained in more detail in Annex 1 or in the respective module catalogue and is specified by the lecturers at the latest at the beginning of the course. ³ As a rule, coursework should be completed within the framework of the associated course.
- (2) ¹ Examinations include the Master's thesis, term papers, Written examinations, Written examinations with answer choice procedure, oral examinations, Placement Reports, project-oriented forms of examination, practical sports presentations, seminar papers and course-related examinations. ²More details on the forms of examination are regulated in Annex 2.1.
- (3) ¹ If alternative forms of examination are provided for in a module according to Annex 1 or if one form of examination can be replaced by another, the announcement of the form of examination must be made before 15.10. for the winter semester or before 15.04. for the summer semester. ²The same applies to the weighting of the individual components if Annex 1 provides for a course-related examination.
- (4) Coursework and examinations may be taken in the form of group work, provided that the individual contributions can be clearly distinguished and separately assessed on the basis of objective criteria.
- (5) When handing in written assignments (coursework and examinations), a written assurance must be given that
 - a) the work was written independently,
 - b) no sources and aids other than those indicated have been used,
 - c) all passages of the work which have been taken over verbatim or in spirit from other sources are marked as such and
 - d) the work has not yet been submitted to an examination authority in the same or a similar form.
- (6) ¹During the semester, up to five small performances in the form of presentations or short papers may be offered in addition to the respective examination performances. ²The participation of the students is voluntary. ³If a student has successfully participated in one or more performances during the semester, the result achieved shall be taken into account as a bonus in the assessment of the examination performance. ⁴A maximum of 20 per cent of the performance or performances may be included in the examination grade. ⁵The number as well as the assessment of the performance must be stated by the examiners at the beginning of the semester. ⁶The top mark for the examination performance can also be achieved without participation in the performances. ⁷Non-participation in individual performances or failure of individual performances does not lead to a lowering of the overall assessment of the examination performance. ⁸The supplementary performances are to be designed in such a way that the time required for attendance and self-study (credit points) within the respective module is adhered to.

§ 7 Master's thesis

- (1) ¹The module Master's Thesis consists of the Master's Thesis and, if applicable, an oral examination and/or a course credit according to Annex 1. ² The Master's Thesis should show that the candidate is able to independently work on a problem from the subject according to scientific methods within a given period of time. ³30 credit points are awarded for passing the Master's thesis module.
- (2) ¹ The topic of the Master's thesis must be appropriate to the purpose of the examination (§ 1 Paragraph 1 Sentence 2) and the time available for completion in accordance with Paragraph 4. ²The topic may only be issued after admission has been granted in accordance with § 12 Paragraph 3.
- (3) ¹ The topic may be returned once within the first third of the processing time. ² A new application after the return of the topic must be made within six months. ³If registration does not take place within this period, a topic determined by the first examiner shall be sent with a processing period determined in accordance with paragraph 4, sentence 1. ⁴§ Section 15, Paragraphs 4 and 5 shall apply accordingly.
- (4) ¹The Master's thesis must be submitted in writing and also in electronic form within 12 months of issue. ²The Master's thesis shall be assessed by the two examiners within six weeks, at the latest after ten weeks.
- (5) When submitting the Master's thesis, a written assurance must be given that
 - a) the work was written independently,
 - b) no sources and aids other than those indicated have been used,
 - c) all passages in the work which have been taken over verbatim or in spirit from other sources are identified as such, and
 - d) the work has not yet been submitted to an examination authority in the same or a similar form.
- (6) ¹ The course of the examination procedure in the module Master thesis results from the module description in the module catalogue. ²If the module Master's Thesis contains more than one examination, the grade is composed according to Annex 1.
- (7) ¹The Master's thesis is to be written in English, in accordance with Appendix 1 and, in consultation with the examiners, also in German. ²In addition, writing in another language may be permitted in justified individual cases.

³The competent body according to § 3 shall decide on applications according to sentence 2 at the latest with the decision on admission (§ 12).

- (8) ¹The Master's thesis shall be written at the Gottfried Wilhelm Leibniz Universität Hannover or at the Technische Universität Braunschweig at an institute involved in the Master's programme. ²It may also be written at another institute or at another higher education institution or institution outside the higher education institution with the consent of the body responsible in accordance with § 3. ³If the external supervisor is appointed as an examiner in accordance with § 5, the thesis must be supervised by an authorised examiner from the Gottfried Wilhelm Leibniz Universität Hannover or the Technische Universität Braunschweig. ⁴If the external supervisor is not appointed as the examiner, the Master's thesis is assessed by an authorised examiner from Gottfried Wilhelm Leibniz Universität Hannover or Technische Universität Braunschweig.

§ 8 Passing and failing the Master's examination

- (1) The Master's examination is passed if the modules named in § 4 in conjunction with Appendix 1 have been passed and at least 120 ECTS credit points have been acquired.
- (2) ¹The Master's examination is definitively failed if the repetition of a failed examination performance, which is required according to § 4, is no longer possible according to § 14. ²A written notification shall be issued regarding the final failure of the Master's examination.

§ 9 Additional modules and examinations

- (1) ¹Students may take further examinations of this degree programme beyond the examinations specified in Annex 1 (additional examinations). ²The same applies to additionally completed modules of this degree programme (additional modules). ³Upon application to the competent body according to § 3, examinations and modules may also be taken outside the degree programme, if the consent of the examiner has been obtained.
- (2) The results of supplementary examinations as well as of supplementary modules shall be included in the final documents and the other documents pursuant to § 21 upon application to the body responsible pursuant to § 3, but shall not be included in the determination of the overall grade.

§ 10 Recognition of study and examination achievements already completed

- (1) ¹ Study and examination achievements that have already been completed can be recognised under the conditions specified below. ²Applications for recognition should be submitted at the beginning of the degree programme. ³The application shall be addressed to the competent body according to § 3. ⁴As a rule, a decision on the application shall be taken within six weeks. ⁵The period shall commence upon presentation of all documents required for the decision. ⁶Study and examination achievements which have been completed as part of a degree programme at Gottfried Wilhelm Leibniz Universität shall be recognised ex officio.
- (2) ¹Study and examination achievements which have been completed at a higher education institution in Germany or abroad shall be recognised in accordance with the Convention on the Recognition of Qualifications concerning Higher Education in the European Region of 11 April 1997 (Lisbon Convention) if there are no significant differences to the study and examination achievements to be completed in accordance with these Examination Regulations. ²In case of doubt, opinions of the examiner, of a member of Gottfried Wilhelm Leibniz Universität who is authorised to examine in the module for which recognition is requested according to § 5, or of the Central Office for Foreign Education shall be obtained. ³Gottfried Wilhelm Leibniz Universität shall bear the burden of proof for the non-existence of equivalence or for substantial differences. ⁴ The procedure is regulated by the Orientation Framework for the Recognition of Study and Examination Achievements of Gottfried Wilhelm Leibniz Universität.
- (3) ¹ Professional competences acquired outside the degree programme shall be recognised to the extent of up to 50 per cent of the credit points required according to § 2 if they are equivalent. ²The burden of proof for non-equivalence or significant differences shall be borne by Gottfried Wilhelm Leibniz Universität. ³The procedure is governed by the orientation framework for the recognition of professionally acquired competences of Gottfried Wilhelm Leibniz Universität.
- (4) ¹For recognised examination achievements, the grades shall be accepted or, in the case of a different grading scale, converted, the study times attributable to them shall be recognised and credit points shall be awarded in accordance with Annex 1. ²In the case of performances achieved abroad, the examination performance remains ungraded on application; this applies in particular in the case of paragraph 3, sentence 1. ³ The recognition is marked in the degree documents.
- (5) The decision on recognition or non-recognition shall be communicated to the applicant in writing; section 23(1) shall be observed.

§ 10 a Placement examination for refugees

Knowledge and skills that are required for the completion of the degree programme in accordance with the examination regulations can be proven in a special placement examination and credited to modules by persons who have credibly shown that they are unable to provide proof of previously completed periods of study and examination achievements due to their flight.

§ 11 Distance learning

By decision of the competent body according to § 3, selected modules may also be offered as distance learning modules.

Part Three: Examination Procedure

§ 12 Admission to examinations

- (1) ¹ Anyone who is enrolled in the relevant degree programme at Gottfried Wilhelm Leibniz Universität Hannover shall be admitted to examinations in Master's degree programmes, taking into account Paragraph 2. ²Further admission requirements for individual examinations can be found in Annex 1.
- (2) ¹ Admission to examinations in Master's degree programmes shall be denied if an examination performance in a module that is equivalent to a compulsory module of this degree programme has been definitively failed in a previous degree programme. ²Final failed examinations in a module that corresponds to a compulsory elective module of the degree programme for which admission is applied for cannot be repeated in this degree programme.
- (3) ¹ Admission to the Master's thesis must be applied for. ²Admission to the Master's thesis requires that the prerequisites listed in Appendix 1 have been fulfilled. ³The competent body according to § 3 shall decide on exceptions if there are important reasons.
- (4) ¹ Admission pursuant to Paragraph 3 shall be refused if the admission requirements are not met. ²The candidate shall receive a notice of non-admission.

§ 13 Registration

¹A separate registration is required within the period according to Annex 3.1 for taking an examination and for repeating an examination. ²Upon application to the competent body according to § 3, registration may in exceptional cases also be permitted outside this fixed period. ³Registration/admission to the Master's thesis implies registration for all examinations required in this module according to Annex 1.

§ 14 Repetition

- (1) ¹ Examination performances that have been passed cannot be repeated. ²A failed examination may be repeated twice. ³Master's theses and seminar papers may only be repeated once. ⁴Examination performances from compulsory modules and from compulsory elective modules that have been started must be repeated until they have been passed or a repetition according to sentence 2 or sentence 3 is no longer possible; § 19 paragraph 2 sentence 2 and § 19 paragraph 3 sentence 3 remain unaffected. ⁵The start of an examination performance is deemed to be the first participation in the examination or the issue of the topic. ⁶Failed examinations from elective modules do not have to be repeated; they may be replaced by other elective modules. ⁷In the case of course-related examinations, all partial examinations must be repeated in the event of failure.
- (2) ¹ Repeats of examinations may be taken in another form of examination as specified in § 6, paragraph 2, at the discretion of the examiner. ²The form of examination must be announced at the latest at the beginning of the registration period (§ 13, sentence 1).
- (3) ¹ In the last repetition of an examination performance, the grade "not sufficient" may be awarded for a Written examination actually taken or, in the case of ungraded Written examinations, the grade "not passed" may only be awarded after a supplementary examination. ²This supplementary examination, the content of which must relate to the content of the preceding Written examination, shall as a rule be taken within six weeks of the announcement of the result. ³If the supplementary examination is conducted as an oral examination, an assessor must take part in the examination in addition to the examiner. ⁴An oral supplementary examination shall not exceed a maximum duration of 20 minutes. ⁵ With the exception of a Written examination, the supplementary examination may also be taken in another form of examination as specified in § 6, paragraph 2. ⁶After the supplementary examination, only the grade "sufficient (4.0)" can be awarded if the examination performance is passed or, in the case of ungraded examination performances, only the grade "passed". ⁷The supplementary examination is excluded if § 18 has been applied for the assessment of the Written examination performance. ⁸Students shall be summoned to the supplementary examination by the examination office at least three weeks before the supplementary examination after the result of the last resit examination has been announced. ⁹§ Section 15, paragraphs 4 and 5 shall apply accordingly.

§ 15 Default, withdrawal, extension of time limit

- (1) ¹A withdrawal from a written examination (with or without answer choice procedure, graded or ungraded) can be made up to seven calendar days before the start of the examination. ²Withdrawal from an oral examination or a practical sports presentation can be made up to one calendar day before the start of the examination. ³Withdrawal from all other forms of examination listed in Annex 2 is possible until the start of the examination. ⁴An exception to

this is the return of a topic, if this takes place within the period permitted according to § 7 Paragraph 3 or for a study paper according to Annex 2.

- (2) ¹In the case of examinations with deadlines, the beginning of an examination shall be deemed to be the issue of the topic. ²In accordance with § 14, Paragraph 1, Sentence 5, the start of the first part of the examination shall be deemed to be the start of an Course-Accompanying Examination. ³If a student deregisters from the first examination part of a course-related examination, this deregistration applies to the entire examination. ⁴Deregistration in accordance with Paragraph 1 Sentences 1 to 3 is permitted without giving reasons.
- (3) ¹The deregistration according to paragraph 1 sentence 1 is to be made online in the examination system for Written examinations. ²In the case of oral examinations and practical sports presentations, the withdrawal in accordance with paragraph 1 sentence 2 must be made in writing, by e-mail or in a form specified by the examiner. ³The form of deregistration according to sentence 2 also applies to examinations according to Annex 2 for which a topic is issued.
- (4) ¹If a candidate misses the set deadline, withdraws from an examination after it has begun, does not appear at the examination date of a Written examination, oral examination or practical sports presentation or withdraws after the deadline defined in Paragraph 1 Sentences 1 and 2 has expired, the examination in question shall be graded as "failed".
- (5) ¹In deviation from Paragraph 4, the examination performance shall be deemed not to have been taken if important reasons for the failure or withdrawal are immediately reported in writing to the body responsible according to § 3 and are made credible. ²In the event of illness, a medical certificate and, at the request of the body responsible pursuant to § 3, a certificate from an official medical officer for good cause must be submitted. ³The certificate must contain a description of the health impairment and a statement on the resulting impairment for the respective examination. ⁴The form according to Annex 4 shall be used for this purpose. ⁵The decision on the recognition of the important reasons shall be taken by the competent body according to § 3 within two weeks after submission of the certificate. ⁶Sentences 2 and 5 shall apply accordingly to the illness and necessary care of a close relative. ⁷Close relatives are own children, parents, grandparents as well as spouses and partners and their children.
- (6) ¹If an important reason for missing a deadline is credibly proven, the competent body according to § 3 may extend the processing time by a maximum of one third of the scheduled processing time. ²An extension beyond this is only permissible in justified individual cases. ³If a further extension of the processing time is disproportionate, the body responsible according to § 3 may decide that a new topic be issued. ⁴In this case, the examination performance shall be deemed not to have been undertaken.

§ 16 Examination modalities in cases of hardship

¹The competent body according to § 3 shall allow students who prove a longer lasting serious impairment by means of an official or specialist medical certificate to take examinations in another equivalent form, on other dates or within other deadlines. ²In the event of proof of other important reasons, in particular in cases of the Maternity Protection Act and parental leave, the same procedure shall be followed.

§ 17 Assessment of examination performances

- (1) ¹ Examination performances are usually assessed by the examiners within one month; further regulations are set out in Annex 3.2. ² Examination performances are usually graded. ³ Course achievements and ungraded examination achievements are assessed as "passed" or "failed".
- ⁴ The following grade levels are to be used when grading examination performances:
- 1.0; 1.3 = "very good" = a particularly outstanding performance,
 - 1.7; 2.0; 2.3 = "good" = a performance significantly above average requirements,
 - 2.7; 3.0; 3.3 = "satisfactory" = a performance that meets average requirements in every respect,
 - 3.7; 4.0 = "sufficient" = a performance that meets the minimum requirements despite its shortcomings,
 - 5.0 = "not sufficient" = a performance that no longer meets the requirements due to significant deficiencies.
- ⁵ An examination performance assessed as "not sufficient" is not passed.
- (2) ¹ If an examination performance is assessed by two examiners, it is only passed if both examiners assess the examination performance as "passed", "sufficient" or better. ² In this case, the grade shall be calculated from the average of the individual grades determined by the examiners. ³ Section 20, Paragraph 3, Sentence 4 shall apply accordingly.
- (3) ¹ In the case of a course-related examination pursuant to § 6 Paragraph 3 Sentence 2, the individual partial examination performances of the examination performance shall be evaluated according to the grade levels pursuant to § 17 Paragraph 1. ² The overall grade of the course-related examination shall be calculated on the basis of the specified weighting of the individual grades in accordance with § 20 Paragraph 3 Sentences 1, 2 and 4. ³ The course-related examination is passed if the calculated overall grade is 4.0 or better. It is irrelevant whether individual partial performances were not passed.
- (4) ¹ An examination conducted according to the answer-choice method (e.g. single-choice or multiple-choice) is passed if the candidate has achieved at least 50 per cent of the maximum points to be awarded (absolute pass mark). ² Deviating from this, in cases where the average of all examinations minus 18 percent is worse than the

absolute pass mark, the value determined in this way is set as the relative pass mark. ³To determine the individual examination results, the difference between the relative and absolute pass marks shall be added together for each candidate. ⁴In the case of repeat examinations, the average examination performance of the candidates of the first possible examination date shall apply.

- (5) ¹If, in the case of performances according to the answer-choice method, the candidate has achieved the minimum number of points required for passing the examination in accordance with paragraph 4, the mark shall be
- 1.0 = "very good" if it is at least 95 per cent,
 - 1.3 = "very good" if it is at least 90 per cent,
 - 1.7 = "good", if it is at least 85 per cent
 - 2.0 = "good" if it is at least 80 per cent,
 - 2.3 = "good" if it is at least 75 per cent,
 - 2.7 = "satisfactory" if it is at least 70 per cent,
 - 3.0 = "satisfactory" if it is at least 65 percent,
 - 3.3 = "satisfactory" if it is at least 60, of the hundredth percentile,
 - 3.7 = "sufficient" if it is at least 55 percent, and
 - 4.0 = "sufficient" (4.0), if he/she has passed the minimum number of
- of the points to be awarded. ²If the candidate has not achieved the minimum number of points required to pass the examination, the mark is "failed".

§ 18 Deception, breach of order

- (1) ¹ If an attempt is made to influence the result of an examination or academic performance by cheating, the performance in question will be assessed as "failed". ²The carrying of unauthorised aids after the start of the performance is always an attempt at cheating. ³Electronic communication devices are also considered to be unauthorised aids. ⁴In particularly serious cases - especially in the case of a repeated violation according to sentence 2 or plagiarism - the body responsible according to § 3 may exclude the candidate from taking further examinations and academic achievements or declare the entire examination to have been definitively failed. ⁵Sentence 4 shall also apply in the case of violations in other degree programmes at Gottfried Wilhelm Leibniz Universität.
- (2) ¹ Anyone guilty of a breach of regulations may be excluded from continuing the examination performance in question; in this case, the examination performance in question shall be deemed to have been assessed as "failed". ²§ Section 14 shall remain unaffected insofar as it is not a case of Section 18, Paragraph 1, Sentence 4.

§ 19 Credit points for modules

- (1) ¹ The credit points listed in Annex 1 for a module are awarded if the associated coursework has been completed and the required examinations have been passed or graded with "sufficient" or better. ²For modules that are examined in the form of cross-module examinations according to Annex 1 (module group), credit points are only awarded after passing the cross-module examination.
- (2) ¹ A module is passed after the acquisition of all credit points listed in Annex 1. ²A module group is passed when all modules belonging to the examination and the cross-module examination have been passed.
- (3) ¹ In areas beyond the compulsory modules according to Annex 1, more modules may be selected and taken than are necessary to obtain the required credit points. ²The calculation of the overall grade is governed by § 20 Paragraph 1 to Paragraph 3. ³ If the credit points required for the overall examination have been achieved and the required number of compulsory elective modules or elective modules have been passed, the examination procedure in the remaining compulsory elective modules or elective modules that have been started and not yet passed may be discontinued upon application.

§ 20 Formation of overall marks

- (1) ¹ The passed and graded compulsory modules as well as the passed and graded compulsory elective and elective modules with the best evaluations shall be used to calculate the overall grade according to Paragraph 3, unless the student has requested otherwise. ²The remaining passed compulsory elective and elective modules are treated as additional modules according to § 9.
- (2) ¹ For the calculation of the overall grade according to Paragraph 3, only the grades of the modules required to achieve the credit points according to § 4 may be taken into account. ²Insofar as the choice of the last module necessary to achieve the credit points required according to § 4 results in a slight exceeding of this number of points, the modules shall be included in the calculation of the overall grade according to Paragraph 3.
- (3) ¹ The overall grade of the Master's examination is the arithmetic mean of the grades of all modules graded according to § 17 Paragraph 1 and Paragraph 2. ²Unless special weightings are specified in Annex 1, the credit points listed therein shall be used for weighting. ³The overall grade is
- with an average of up to 1.5: "very good",
 - with an average above 1.5 to 2.5: "good",
 - with an average above 2.5 to 3.5: "satisfactory",
 - with an average above 3.5 to 4.0: "sufficient",
 - with an average above 4.0: "failed".
- ⁴When calculating the overall grade according to sentence 3, only the first decimal place after the comma shall be taken into account; all other places shall be deleted without rounding.
- (4) If the overall grade of the Master's examination is at least 1.1 or better and the Master's thesis module is graded 1.0, the grade "with distinction" shall be awarded and noted on the documents pursuant to § 21.
- (5) ¹ The module grade is calculated as the arithmetic mean of all graded examinations belonging to the module, unless otherwise stipulated in Annex 1. ²The special weights or proportional credit points shown in the appendices are used for weighting. ³If, in modules with several graded examinations, no special weighting is shown or if the credit points are not distributed proportionally among the examination conductors, the examinations are taken into account with equal weighting in the formation of the module grade. ⁴In accordance with Paragraph 3, Sentence 4, only the first digit after the decimal point is taken into account in the module grade. ⁵All other places are deleted without rounding.

§ 21 Certificates and attestations

- (1) ¹A certificate of the academic degree awarded as well as graduation documents shall be issued on passing the Master's examination. ²The graduation documents consist of a certificate and a list of the modules passed. ³Furthermore, students receive a Diploma Supplement and a certificate on the relative ECTS grade distribution (grading table) as well as, upon application to the examination office, a certificate on the overall grade of the degree programme as Grade Point Average (GPA).
- (2) ¹The transcript shall indicate the modules and their grades, the title of the Master's thesis and its grade as well as the credit points earned and the overall grade of the examination as well as, if applicable, the predicate "with distinction" (§ 20, paragraph 4), unless additional levels of classification result from Annex 1 in conjunction with § 20, paragraph 6. ²The list of passed modules (including the module "Master's thesis") shows the assigned courses and credit points as well as the grading or assessment of the examination performances. ³All grades are shown as decimal numbers. ⁴The day on which the last module relevant for the calculation of the final grade according to § 20 Paragraph 1 has been completed shall be indicated as the day of passing the Master's examination on all documents. ⁵The date of issue for all final documents is the date of printing.
- (3) ¹The Diploma Supplement shall contain a description of the qualifications acquired through the degree programme as well as the overall grade determined in accordance with Section 20, Paragraph 3. ²Paragraph 2, sentences 3 to 5 shall apply accordingly.
- (4) ¹The certificate on the relative ECTS grade distribution is issued in the form of a grading table. ²The determination shall be based on the ECTS Users' Guide of the European Commission as amended from time to time. ³For this purpose, the body responsible according to § 3 shall determine the parameters for cohort formation within the framework guidelines of the Presidential Board and shall make them available to the Examination Office.
- (5) ¹The certificate of the overall grade of the degree programme as Grade Point Average (GPA) additionally shows the examination achievements stated in the certificate according to Paragraph 2 in the following GPA grade value equivalents:

Grade	Note value equivalent
1,0	= 4,0
1,3	= 3,7
1,7	= 3,3
2,0	= 3,0
2,3	= 2,7
2,7	= 2,3

3,0	= 2,0
3,3	= 1,7
3,7	= 1,3
4,0	= 1,0

²Grade value equivalents for the module grades are formed from the grade value equivalents of these examination performances in accordance with § 20 Paragraph 6. ³In deviation from § 20 Paragraph 3, this is rounded up to the first decimal place after the comma. ⁴Based on the grade equivalents of these modules, the GPA is calculated as the average of the grade equivalents in accordance with § 20 Paragraph 1 and Paragraph 2. ⁵When calculating the overall grade according to sentence 4, the grade shall be rounded up to the first decimal place behind the comma.

- (6) ¹ In the case of § 8 Paragraph 2, as well as in the case of leaving the relevant degree programme at Gottfried Wilhelm Leibniz Universität Hannover for any other reason, a certificate shall be issued upon application, listing the examination achievements and modules passed, their assessments and the credit points awarded for them. ²All grades are shown as decimal numbers. ³If applicable, the certificate shall indicate that the examination has been definitively failed.
- (7) ¹ All documents mentioned in paragraph 1 shall be issued in German. ²In addition, translations in English shall be issued by the Examinations Office.

§ 22 Inspection of the examination files

¹After completion of a module examination, students are granted access to the complete examination files upon application to the examination office. ²The application must be made within one year of the announcement of the assessment or the issue of the certificate at the latest.

§ 23 Procedural rules

- (1) Burdensome administrative acts shall be substantiated in writing, accompanied by instructions on how to appeal and served on the person concerned.
- (2) ¹ The person concerned may lodge an objection in writing against decisions based on the assessment of an examination performance with the competent body pursuant to § 3 within one month after notification of the decision. ²The body responsible under § 3 shall decide on the appeal.
- (3) ¹ If the candidate raises specific and substantiated objections to the assessments of one of the examiners in his or her objection, the body responsible under § 3 shall forward the objection to the examiner or - in the case of the appointment of first and second examiners - to both examiners for their comments. ²If the examiner or the examiners change the assessment in accordance with the application, the examination board shall resolve the objection. ³Otherwise, the examination committee shall review the assessment, taking into account the opinion or opinions, in particular as to whether
1. the examination procedure has been conducted properly,
 2. the assessment was based on incorrect facts,
 3. generally applicable valuation principles have not been observed,
 4. a justifiable solution which has been logically justified with weighty arguments has been judged to be wrong, or whether
 5. the examiner has been guided by irrelevant considerations.
- (4) A decision on the opposition shall be taken within three months.
- (5) The appeal procedure must not lead to a lowering of the examination grade.

Part Four: Final Provisions

§ 24 Entry into force and transitional provision

- (1) These Examination Regulations shall enter into force on 1 October 2022 following approval by the Presidential Board and publication in the Gazette of Gottfried Wilhelm Leibniz Universität Hannover.

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Annex 1.3: Elective modules -not applicable-

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Appendix 1: Modules of the Master's Programme Quantum Engineering

Unless otherwise stated in the examination regulations or in the module catalogue, the following guideline values for the duration of examinations apply. Written examinations (written tests) last at least 45 minutes, but no longer than 180 minutes. Within this framework, Written examinations should last 5 - 15 minutes per credit point. Oral examinations last at least 15 minutes, but no more than 60 minutes. Within this framework, oral examinations should last 1 - 4 minutes per credit point. These guideline values do not apply to elective modules (Annex 1.3) of other faculties.

In the case of courses offered in parallel in several languages, students are free to choose which course they attend.

Appendix 1.1.: Compulsory modules

1.1.a Area Physics

Module	Courses	Semester	Prerequisites	Coursework	Assessment	Credit points
Quantum optics	Lecture and Tutorial Quantum Optics	1		Ü	MP or K	5
Advanced solid state physics	Lecture and Tutorial Advanced Solid State Physics	1		Ü	MP or K	5
Total						10

1.1.b Laboratory Practical Course Programming

Module	Courses	Semester	Prerequisites	Coursework	Assessment	Credit points
Computational Methods, Simulations & Experimental Control	Lab tutorial	1 u. 2	-	Ü	---	5
Total						5

1.1.c Seminar

Module	Courses	Semester	Prerequisites	Coursework	Assessment	Credit points
Seminar	Seminar	from 1	-	-	VbP	3
Total						3

Appendix 1.2: Elective modules

1.2.a Quantum range

Modules with a total of 10 - 15 credit points must be taken.

Module	Courses	Semester	Prerequisites	Coursework	Assessment	Credit points
Introduction to Nanophysics	Lecture and Tutorial Introduction to Nanophysics	1 o. 2		Ü	MP or K	5
Quantum structure devices	Lecture and Tutorial Quantum Structure Devices	1 o. 2		Ü	MP or K	5
Quantum sensors	Lecture "Optical Clocks Lecture "Matter-Wave Interferometry	1 o. 2		---	MP or K	5
Nonlinear optics	Lecture and Tutorial Nonlinear Optics	1 o. 2		Ü	MP or K	5
Photonics	Lecture and Tutorial photonics	1 o. 2		Ü	MP or K	5
Computational Photonics	Lecture and Tutorial Computational Photonics	1 o. 2		Ü	MP or K	6
Applied photonic quantum technologies	Lecture Applied photonic quantum technologies	1 o. 2		---	MP or K	5
Non-classical light and non-classical laser interferometry	Lecture "Non-Classical Light Lecture "Non-Classical Laser Interferometry	1 o. 2		---	MP or K	5
Optical experiments and their control	Lecture "Laser Stabilisation and Control of Optical Experiments Lecture "Electronic Metrology in the Optics Laboratory	1 o. 2		---	MP or K	5
Quantum dynamics and theoretical quantum optics	Lecture " Theoretical Quantum Optics " Seminar "Quantum Dynamics	1 o. 2		1 SL	MP or K	5
Atom optics	Lecture and Tutorial Atom optics	1 o. 2		Ü	MP or K	5
Non-classical Atom optics	Lecture and Tutorial Non-classical Atom optics	1 o. 2		Ü	MP or K	5
Experimental Atomic Physics	Lecture and Tutorial Experimental Atomic Physics	1 o. 2		Ü	MP or K	5
Computational Physics	Lecture and Tutorial Computational physics	1 o. 2		Ü	MP or K	6
Advanced Computational Physics	Lecture and Tutorial advanced Computational Physics	1 o. 2		Ü	MP or K	8
Quantum computing	Lecture and Tutorial Quantum Computing	1 o. 2		Ü	MP or K	5
Single Photon Sources - from basics to applications	Lecture and Tutorial Single Photon Sources	1 o. 2		Ü	MP or K	5
Total						10-15

1.2.b Engineering area

Modules amounting to 10 -15 credit points are to be loaded egen.

Module	Courses	Semester	Prerequisites	Course work	Assessment	Credit points
Optoelectronics	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90	5
Advanced Electronic Devices	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90	5
Advanced Quantum Technologies for Engineers	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 120	5
Structure and connection technology in electronics	Lecture Tutorial	1 o. 2	---	---	MP 30	5
Fundamentals of nanooptics	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 120	5
Integrated circuits	Lecture Tutorial	1 o. 2	---	1 SL	MP 20	5
Nanoelectronics	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 120	5
Numerical analysis of radiation phenomena	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 60	5
Optical communications engineering	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 120	6
THz systems engineering / THz photonics	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90	5
Electro-magnetic theory for high frequency technology	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90 or HA or VbP	6
Information theory	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90	5
Antennas and radiation fields	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 90 or HA	6
Linear microwave circuits with practical course	Lecture Tutorial Lab tutorial	1 o. 2	---	---	MP 30 or K 90 or HA or VbP	6
Digital measurement data processing with microcomputers with practice	Lecture Tutorial and practical part	1 o. 2	---	---	MP 30 or K 120	6
Digital Circuits	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 150	5
Fundamentals of Digital Signal Processing	Lecture Tutorial	1 o. 2	---	---	MP 30 or K 120	5
Total						10-15

1.2.c Practical application

One of the modules must be taken. For the duration of the industrial internship, 8 weeks are planned, which are compensated with 8 LP. If the industrial internship is extended to 12 weeks, 13 LP are awarded.

Module	Courses	Semester	Prerequisites	Course work	Assessment	Credit points
Project assignment	Lab tutorial	2		---	VbP or PJ	8
Quantum Industrial Placement A	Placement	2		---	VbP	13
Quantum Industrial Placement B	Placement	2		---	VbP	8
Total						8 o. 13

1.2.d Key skills

A total of 4 LP must be completed. Courses on key competence can be chosen become:

- from the offerings of the Leibniz Language Centre, the Centre for Key skills or appropriately designated offerings of the faculties; or
- on application to the body responsible according to § 3 from the range of computer courses offered by Computer Science and Leibniz Universität IT Services or alternative offers of computer courses.

Other courses must be taken than in the Bachelor's degree programme.

If no course work is offered by the department offering the course, the following must be taken as a substitute course work

an ungraded examination must be completed.

Module	Courses	Semester	Prerequisites	Course work	Assessment	Credit points
Key skills	Course	from 1		1 SL per course	---	4
Total						4

Annex 1.3.: Elective modules -deleted-

Appendix 1.4.: Master's thesis and research phase

The Master's thesis module contains one examination.

Module	Course	Semester	Prerequisites	Course work	Assessment	Credit points
Master's thesis	-	3, 4	40 LP	-	MA	30

The presentation of the research phase should relate to the content of the Master's thesis.

Module	Course	Semester	Prerequisites	Course work	Assessment	Credit points
Research Placement/ Project Planning		3,4		1 SL	VbP	30

Appendix 2: Forms of examination

Appendix 2.1: Definitions

Bachelor thesis (BA)

The Bachelor's Thesis module consists of the Bachelor's Thesis and, if applicable, an oral examination and/or course work according to the (subject-specific) appendix.

Term paper (HA)

A term paper is an independently written piece of work on a subject-specific or interdisciplinary assignment.

Written examination (K)

An examination is a written or electronic piece of work under supervision.

Multiple-choice examination(KA)

¹An examination is a written or electronic piece of work under supervision. ²Examinations can be conducted in parts according to the answer choice procedure (e.g. single-choice, multiple-choice). ³When setting up the examination questions and answers, it must be determined which answers are recognised as applicable. ⁴In the case of examinations according to the answer-choice procedure, the examination questions and answers must be checked in advance by two authorised examiners for errors, consistency of content and appropriateness. ⁵ If a subsequent check of the examination questions reveals that individual examination questions are obviously incorrect, they are deemed not to have been set. ⁶The assessment shall be based on the number of examination questions reduced by the number of faulty questions. ⁷The reduction in the number of examination questions must not be to the disadvantage of a candidate.

Master's thesis (MA)

The Master's Thesis module consists of the Master's Thesis and, if applicable, an oral examination and/or a course credit according to the (subject-specific) appendix.

Oral examination (MP)

¹The oral examination shall be held in private in the presence of an observer who himself or herself possesses the qualification to be determined by the examination or an equivalent qualification. ²Essential items of the examination performance are recorded in a protocol. ³Students who wish to take the same examination at a later date, as well as other members of the university who claim a legitimate interest of their own, shall be admitted to oral examinations as listeners. ⁴This shall not extend to the deliberation and announcement of the examination result to the candidate(s) to be examined. ⁵At the request of the person to be examined, the listeners are to be excluded in accordance with sentence 3.

Placement Report (PB)

¹A Placement Report is a written Written Assignment on an internship that takes place outside of fixed reporting and examination periods and is individually regulated at an external or internal institution. ²Topics include, for example, preparation and implementation of the internship as well as critical reflection on a given topic.

Project-related examination (PJ)

¹A project-related examination is the processing of a given subject-specific or interdisciplinary question in theoretical, empirical, experimental, constructive, design, artistic-practical or documentary form. ²The results are presented in a written and/or planning and/or artistic and/or electronic Written Assignment. ³The examiner may require a presentation with subsequent discussion. ⁴The scope of work is bindingly specified in Annex 1 (in months or time hours).

Practical sports presentation (SP)

¹A practical sports presentation includes one or more tasks to demonstrate demonstration and movement competence in the subject of sports. ²For example, sport-specific techniques and tactics, coordinative-rhythmic, technical or conditional basics as well as the situational ability to play or act can be assessed. ³The respective form is determined in consultation. ⁴The practical sports presentation takes place in front of an examiner and an expert observer. ⁵Essential items of the examination performance are recorded in a protocol. ⁶Students who wish to take the same examination at a later date, as well as other members of the university who claim a legitimate interest of their own, may be admitted as listeners to practical sports presentations. ⁷This does not extend to the discussion and announcement of the examination result to the candidate(s) to be examined. ⁸At the request of the candidate to be examined, the listeners are to be excluded in accordance with sentence 6.

Student research project (ST)

¹A student research project comprises the processing of a subject-specific or interdisciplinary task in theoretical, experimental or constructive terms as well as the presentation and explanation of the solutions developed in a manner customary for the professional activity. ²The scope of work is bindingly specified in the appendix (in months or time hours). ³The regulations according to § 5 of the examination regulations apply. ⁴The topic of the student research project is determined by the examiner after hearing the candidate. ⁵The topic shall be issued by the body responsible pursuant to § 3 or the body commissioned by the body responsible pursuant to § 3; the issue shall be recorded. ⁶The terms of reference and a processing schedule to be drawn up by the candidate must be fixed when the topic is issued. ⁷During the preparation of the work, the person to be examined shall be supervised by the examiner, if necessary in consultation with a person appointed by the examiner. ⁸The time from the issue of the topic to the delivery of the student research project is six months. ⁹The topic of a thesis can only be returned once and only within the first eight weeks of the processing period. ¹⁰The thesis shall be submitted in duplicate to the office designated by the competent body according to § 3; the date of submission shall be recorded. ¹¹The course of work may also be taken into account in the assessment.

Examination accompanying the event (VbP)

¹A course-related examination (VbP) deals with a question relating to a specific course and is taken during the semester. ²A VbP can consist of several partial examinations; the number is to be limited to four partial examinations. ³The concrete examination form of a VbP is determined and communicated by the examiner at the latest before 15.10. for the winter semester or before 15.04. for the summer semester, at least for the period of the semester in question. ⁴Prerequisite examinations can only be attached to courses and modules in which a VbP is named as a form of examination if the respective Dean of Studies can ensure that the assessment of the module which is a prerequisite has been completed by the registration period of the VbP. ⁵The separate registration and examination periods for the VbP examinations can be found in Annex 3.1. of the examination regulations.

⁶A VbP can be offered from the listed forms of examination:

Written Assignment (AA)

¹Papers are independent, scientific works on a given topic. ²They include the task, problem treatment, results and conclusion. ³Reports and/or protocols on excursions, internships and projects count as Written Assignments.

Documentation (DO)

¹Documentation comprises the preparation and presentation of an artistic, cognitive or action-oriented process. ²Documentation can be reports and plans that correspond to professional practice. ³A framework for the number of pages or the number of plans or draft sheets can be determined by the examiners at the beginning of the examination and depends on the task. ⁴Further materials can be attached to the report as appendices.

Essay (ES)

¹An essay is a critical examination of a literary and/or scientific question in written form. ²A subject is discussed in the larger overall context according to the usual academic standards and scientific positions are critically assessed or analysed.

Colloquium (KO)

¹The colloquium comprises a presentation followed by a discussion of the research question, methods and results of the work. ²In the colloquium, the student to be examined should demonstrate that he/she has mastered the skill of defending his/her point of view in a scientific-critical discussion. ³Essential items of the examination performance shall be recorded in a protocol⁴ Students who wish to take the same examination on a later examination date, as well as other members of the university who claim a legitimate interest of their own, may be admitted to colloquia as listeners. ⁵This does not extend to the discussion and announcement of the examination result to the candidate(s) to be examined. ⁶At the request of the person to be examined, the listeners are to be excluded in accordance with sentence 4.

In-class test (KU)

¹A short paper as an examination performance is carried out in writing under supervision during a fixed period of time. According to the specifications of the examiner, it is necessary to successfully solve a certain proportion of the tasks set in order to pass the short paper.

Artistic Academic Presentation (KW)

¹An Artistic Academic Presentation is based on the interaction between artistic processes and scientific debate, which are prepared in an artistic project and presented in an appropriate form. ²The visual and

linguistic lines of argumentation and interpretation contained in the presentation are either discussed in an oral presentation with discussion or explained in a term paper. ³An Artistic Academic Presentation takes place before one examiner and one expert assessor as an individual examination. ⁴ Essential items of the examination performance are recorded in a protocol. ⁵Students who wish to take the same examination at a later examination date, as well as other members of the university who claim a legitimate interest of their own, shall be admitted as listeners to Artistic Academic Presentations. ⁶This does not extend to the discussion and announcement of the examination result to the candidate. ⁷At the request of the candidate, the audience shall be excluded in accordance with sentence 5.

Lab Exercise (LÜ)

¹A lab exercise consists of a series of practical experiments or programming tasks with written Written Assignments (experimental protocols). ²As a rule, students explain their practical activity, interpret the results and relate them to the subject.

Model (MO)

¹Models extend the two-dimensional design or planning work and serve to spatially illustrate and clarify a plan. ²They are created in different scales depending on the task and focus.

Teaching a Group to Play Music (ME)

In " Teaching a group to play music ", the ability to apply pedagogical-practical skills (especially school-practical music making) in a school class or also a smaller group methodically and didactically appropriately is to be demonstrated.

Practical Music Presentation (MU)

¹A practical music presentation takes place as an individual examination before two examiners or one examiner and one expert assessor. ²Essential items of the examination performance are recorded in a protocol. ³Students who wish to take the same examination at a later date, as well as other members of the university who claim a legitimate interest of their own, shall be admitted as listeners to practical music presentations. ⁴This does not extend to the discussion and announcement of the examination result to the candidate. ⁵ At the request of the candidate, the listeners are to be excluded in accordance with sentence 3.

Musical performance by pupils (MK)

A musical performance by pupils emerges from a music-pedagogical seminar and comprises a musical performance by pupils.

Portfolio (PF)

¹A portfolio documents the learning process on specific questions or tasks that are determined by the examiners at the beginning of the course. ²Systematic self-reflection takes place during the course or retrospectively and can include the compilation of various materials in a folder, depending on the agreement. ³Optionally, a supplementary discussion about the portfolio is possible. ⁴This discussion, like the portfolio itself, is competence-oriented.

Concert with an educational focus (PK)

¹The concert with an educational focus is a performance related to the main artistic subject in which the pedagogical orientation (if applicable in the sense of contemporary concert pedagogy) plays a weighty role in the execution and presentation/performance. ²It is usually presented in a school learning group.

Presentation (PR)

¹A presentation is the independent and in-depth examination of a given topic from the work context of the course. ²The presentation of the work and the communication of its results takes place in an oral presentation and/or with the help of electronic and other media as well as in a subsequent discussion. ³A written assignment may be required by the examiner. ⁴The form and duration of the presentation shall be determined by the examiner, unless regulated by the (subject-specific) annex.

Practical examination (PP)

¹A practical examination includes one or more tasks to demonstrate movement competence in the subject of sport. ²For example, sport-specific techniques and tactics, coordinative-rhythmic, technical or conditional basics as well as the situational ability to play or act can be assessed. ³The respective form is determined in consultation. ⁴The ungraded practical examination is taken by an examiner and takes place during the semester.

Project assignment (P)

¹A project assignment is the processing of a given subject-specific or interdisciplinary question in theoretical, empirical, experimental, constructive, design, artistic-practical or documentary form. ²The results are presented in a written and/or planning and/or artistic and/or electronic Written Assignment. ³The examiner may require a presentation with subsequent discussion.

Seminar assignment (SE)

A seminar assignment comprises a term paper and can be combined with a lecture and subsequent discussion at the discretion of the examiner.

Theatrical performance (TP)

¹A Theatrical performance is the presentation of practical theatre work in process or product-oriented form in front of an audience. ²Essential items of the examination performance are recorded in a protocol. ³Students who wish to take the same examination on a later examination date, as well as other members of the university who claim a justified interest, are to be admitted as audience members to theatre practical presentations. ⁴This does not extend to the discussion and announcement of the examination result to the candidate. ⁵At the request of the candidate, the listeners are to be excluded in accordance with sentence 3.

Practical Assessment (Ü)

¹A practical assessment as an examination performance is carried out under supervision during a fixed Tutorial time within the lecture schedule. ²In order to pass, a certain proportion of the Tutorials must be solved according to the examiner's specifications.

Lesson preparation and implementation (U)

¹A lesson design comprises the independent planning and implementation of a lesson within the framework of a specialised internship at a special school or in an inclusive setting. ²The lesson is assessed and evaluated by a mentor and the seminar leader of the preparatory seminar.

Graphic representation (ZD)

¹Drawings explain, clarify and present the design and planning work. ²They are created in different scales and techniques depending on the task and the focus of the topic.

Appendix 2.2: Glossary of examination performances

BA Bachelor's thesis

HA Term Paper

K Written Examination

KA Multiple-choice examination

MA Master's thesis

MP Oral examination

PB Placement Report

PJ Project-related examination

SP Practical Sports presentation

ST Independent Assignment

VbP Course-Accompanying Examination

AA Written Assignment

DO Documentation

ES Essay

KO Colloquium

KU In-class test

KW Artistic Academic Presentation

LÜ Lab Exercise

MO Model

ME Teaching a Group to Play Music

MU Practical music presentation

MK Musical Performance by Pupils

PF Portfolio

PK Concert with an Educational Focus

PR Presentation

PP Practical Examination

P Project assignment

SE Seminar assignment

TP Theatrical performance

Ü Practical Assessment

U Lesson Preparation and Implementation

ZD Graphic representation

Annex 3: Supplementary regulations

Annex 3.1: Reporting and examination periods

¹The competent body according to § 3 shall determine the variant for this degree programme or for the subjects of this degree programme. ²A decision shall be made between variant 1 (one registration/one examination period) and variant 2 (two registration/two examination periods).

³For modules that are exported to another degree programme or made available as a teaching offer, the offering degree programme or the competent body of the offering faculty according to § 3 determines the variant, so that modules of this degree programme that are not subject-specific (teaching imports) can be assigned to a deviating variant. ⁴Bachelor's and Master's theses as well as student research projects can be registered outside the regulated periods. ⁵Placement Reports are registered in the registration periods specified according to the chosen variant, but these can be completed outside the corresponding examination periods and in the following semester.

⁶In the case of oral examinations, students must be informed of the examination date in an appropriate manner at least 14 days before the examination.

	Registration period summer semester	Examination period Summer semester	Registration period Winter semester	Examination period Winter semester
Variant 1				
<i>Period for all forms of examination except VbP</i>	15.05. - 31.05	15.06. - 14.10.	15.11. - 30.11.	15.12. - 14.04.
<i>Period for Form of examination VbP</i>	15.04. - 30.04.	01.05. - 31.08.	15.10. - 31.10	01.11. - 28.02
Variant 2				
<i>Period I for all forms of examination except VbP</i>	15.05. - 31.05.	15.06. - 31.08.	15.11. - 30.11.	15.12. - 28.02.
<i>Period II for all forms of examination except VbP</i>	16.09. - 23.09.	24.09. - 14.10.	16.03. - 23.03.	24.03. - 14.04.
<i>Period for Form of examination VbP</i>	15.04. - 30.04.	01.05. - 31.08.	15.10. - 31.10.	01.11. - 28.02.

Annex 3.2: Deadlines for the assessment of examination performances

¹The marks are entered by the examiners as follows, depending on the variants selected in Annex 3.1:

	Summer semester	Winter semester
Variant 1		
<i>Period for all forms of examination except VbP</i>	until 26.10.	until 26.04.
<i>Period for Form of examination VbP</i>	until 15.09.	until 15.03.
Variant 2		
<i>Period I for all forms of examination except VbP</i>	until 12.09.	until 12.03.
<i>Period II for all forms of examination except VbP</i>	until 26.10.	until 26.04.
<i>Period for Form of examination VbP</i>	until 15.09.	until 15.03.

²The assessments of the examination performances and the entry of grades are carried out by the examiners within the assessment period according to § 17 Paragraph 1. ³For examination performances that have taken place at the

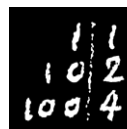
end of an examination period, a shorter assessment period of at least 12 days is available. ⁴The same applies to examination performances in the form of a VbP.

Annex 3.3: Deviating regulations for examination forms of variant 2

In variant 2, homework must be registered in registration period I; in these cases, the examination performance must be completed by the end of examination period II at the latest, as determined by the examiner.

No legal binding

Annex 4: Proof of incapacity for examination



Leibniz
Universität
Hannover

Annex 4 a: Withdrawal due to illness: Proof of inability to take the examination for submission to the examination board (examinations with examination date)

Declaration of withdrawal due to incapacity to take examinations due to illness and medical certificate

Details of the student:

Last name:	First name:
Date of birth:	E-mail address:
Telephone number:	Matriculation number:
Study programme:	

Examination concerned:

Module/Examination:	Form of the examination: <input type="checkbox"/> Written examination <input type="checkbox"/> oral examination <input type="checkbox"/> _____
Examiner:	Examination date:

Explanation of the student's inability to take the examination:

It is recommended to provide more detailed information on the restriction in addition to the information provided by the attending physician. Please bear in mind that the examination board must be able to make a decision only on the basis of this form. *

--

*If there is not enough space for your comments, please attach another sheet.

Declaration by the student:

- I hereby declare my withdrawal from the above-mentioned examination.
- I have taken note of the data protection information in the appendix and have also informed my attending physician.
- my attending physician is hereby released from medical confidentiality and authorised to pass on relevant information in connection with this application to Leibniz Universität.

Place, date

Signature

Explanation for the attending physician:

If students miss or withdraw from an examination for health reasons, they have to substantiate their inability to take the examination due to illness. To do this, students need a medical certificate that enables the examination board to answer the legal question as a medical expert on the basis of your information as to whether an examination incapacity due to illness exists. This requires statements on the following points in the medical certificate:

- 1. the health impairments of the examinee; and
- 2. the resulting limitations of the examinee with regard to the examination concerned.

Please note:

A diagnosis is explicitly not requested!

A blanket certificate of incapacity for work or for examinations is not sufficient.

Due to their duty to cooperate, students are generally obliged to disclose their complaints in order to determine their inability to take examinations and, if necessary, to release the doctor treating them from their duty of confidentiality. Personal data necessary for the performance of duties may be collected for these purposes. (Annex: Data protection information according to Art. 13, 14 and 21 DSGVO)

Note: This form is a sample. The certificate can also be made informally as long as it preserves the two points mentioned above.

Declaration of the doctor:

- 1. My examination of the patient today _____ has shown from a medical point of view that the following health impairments (e.g. restricted motor function of the hand – the diagnosis itself need not be mentioned) and resulting restrictions with regard to the examination concerned are present:

- 2. the health disorder is (please tick!)

due to exam stress permanent, i.e. for an unforeseeable period of time temporary

(Note: Exam nerves and exam stress are generally not an impairment with disease value unless they reach the level of a mental illness).

- 3. duration of the illness:

from: _____ bis: _____

- 4. I have taken note of the following data protection information. (Please tick!)

5. date, signature: _____ Practice stamp

Submission deadline extension because of incapacity to take an examination due to illness and medical certificate

Details of the student:

Last name:	First name:
Date of birth:	E-mail address:
Telephone number:	Matriculation number:
Study programme:	

Examination concerned:

Module/Examination:	Form of the examination: <input type="checkbox"/> Bachelor thesis <input checked="" type="checkbox"/> Master thesis <input type="checkbox"/> _____
Examiner:	Current deadline: Has there already been an extension? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no If yes, original deadline:

Explanation of the student's inability to take the examination:

It is recommended to provide more detailed information on the restriction in addition to the information provided by the attending physician. Please bear in mind that the examination board must be able to make a decision only on the basis of this form. *

*If there is not enough space for your comments, please attach another sheet.

Declaration by the student:

- 1 I hereby apply for an extension of the processing time for the above-mentioned thesis.
- 2 I have taken note of the data protection information in the appendix and have also informed my attending physician.
3. my attending physician is hereby released from medical confidentiality and authorised to pass on relevant information in connection with this application to Leibniz Universität.

Place, date

Signature

Explanation for the attending physician:

If students miss or withdraw from an examination for health reasons, they have to substantiate their inability to take the examination due to illness. To do this, students need a medical certificate that enables the examination board to answer the legal question as a medical expert on the basis of your information as to whether an examination incapacity due to illness exists. This requires statements on the following points in the medical certificate:

- 1. the health impairments of the examinee; and
- 2. the resulting limitations of the examinee with regard to the examination concerned.

Please note:

A diagnosis is explicitly not requested!

A blanket certificate of incapacity for work or for examinations is not sufficient.

Due to their duty to cooperate, students are generally obliged to disclose their complaints in order to determine their inability to take examinations and, if necessary, to release the doctor treating them from their duty of confidentiality. Personal data necessary for the performance of duties may be collected for these purposes. (Annex: Data protection information according to Art. 13, 14 and 21 DSGVO)

Note: This form is only a sample. The certificate can also be made informally as long as it preserves the two points mentioned above.

Declaration of the doctor:

1. My examination of the patient today _____ has shown from a medical point of view that the following health impairments (e.g. restricted motor function of the hand – the diagnosis itself need not be mentioned) and resulting restrictions with regard to the examination concerned are present:

2. The health disorder is (please tick!)

due to exam stress permanent, i.e. for an unforeseeable period of time temporary

(Note: Exam nerves and exam stress are generally not an impairment with disease value unless they reach the level of a mental illness).

3. Duration of the illness:

from: _____ bis: _____

4. I have taken note of the following data protection information. (Please tick!)

5. date, signature: _____ Practice stamp

Declaration of withdrawal/submission deadline extension due to important reasons (according to § 15
par. 5 and 6 of the examination regulations)

Details of the student:

Last name:	First name:
Date of birth:	E-mail address:
Telephone number:	Matriculation number:
Study programme:	

Examination concerned:

Module/Examination:	Form of the examination: <input checked="" type="checkbox"/> Written examination <input type="checkbox"/> oral examination <input type="checkbox"/> Bachelor thesis <input type="checkbox"/> Master thesis <input type="checkbox"/> _____
Examiner:	Examination date/current deadline: Has there already been an extension? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, original deadline:

Declaration by the student (please tick as appropriate):

I hereby declare my withdrawal from the above examination for important reasons.

I hereby apply for an extension of the processing time of the above-mentioned thesis for important reasons.

The important reasons are explained in detail on page 2 and any necessary annexes are attached to this document.

Place, date

Signature

Detailed explanation of the important reasons invoked for the withdrawal/extension:

Annex: Data protection notices according to Art. 13, 14 and 21 DSGVO

No legal binding

Data protection information according to Art. 13, 14 and 21 DSGVO

We process your personal data (hereinafter "data") in accordance with the legal requirements and would like to do so in a transparent manner. We hereby inform you which data we process and for which purposes and on which legal basis this is done. In addition, you will receive information about contact persons and your rights in connection with data processing.

Name and contact details of the data controller:

Gottfried Wilhelm Leibniz University of Hanover
represented by the President
Guelph Garden 1
30167 Hanover

Contact details of the data protection officer:

Gottfried Wilhelm Leibniz University of Hanover
– Data Protection Unit –
Königsworther Platz 1
30167 Hanover
E-mail: datenschutz@uni-hannover.de

Purposes and legal bases of data processing:

We process the data requested in this form for the performance of our task, which is in the public interest, of properly conducting the procedure for taking university examinations. In particular, the processing of health data is necessary for the Tutorial of the student's right to withdraw from the examination, because otherwise it cannot be determined whether the conditions for an effective withdrawal from the examination for valid reasons are met. The legal basis for this processing results from:

- Section 3 p. 1 no. 1 Lower Saxony Data Protection Act (NDSG),
- Art. 6 para. 1 sentence 1 letter e, para. 2 and 3; Art. 9 para. 2 letter f Data Protection Regulation (DSGVO) in conjunction with.
- Section 17, Paragraph 1, Sentence 1 of the Lower Saxony Higher Education Act (NHG) and
- the relevant examination regulations of the Gottfried Wilhelm Leibniz Universität Hannover.

General information:

This original form, including the medical certificate, will become part of your examination file. With the regular separation and destruction of your examination file after completion of your studies, this original form will also be destroyed. In the course of further processing, only the members of the Academic Examinations Office, the members of the examination bodies responsible for the decision in accordance with the relevant examination regulations and - if necessary - members of the university's legal department will be informed of this original form and its contents. The parties involved are obliged to maintain secrecy and confidentiality.

We would like to inform you that the provision of your data is neither legally nor contractually required. If the data is not provided, this has the consequence that it cannot be determined whether the requirements for an effective withdrawal from the examination for valid reasons are met. Automated decision-making including profiling as defined in Art. 22 (1) and (4) DSGVO does not take place.

Your right to object according to Art. 21 DSGVO:

You have the right to object to the processing of personal data concerning you at any time on grounds relating to your particular situation. In this case, we will no longer process this data unless we can demonstrate compelling legitimate grounds for the processing that override your interests, rights and freedoms, or the processing serves the assertion, Tutorial or defence of legal claims.

Your other rights:

You have the right to request information from us about the processing of data concerning you. In addition to a copy of the data, this right to information also includes the purposes of the data processing, the data recipients and the storage period. If incorrect data is processed, you can demand that we correct this data without delay. If the statutory conditions according to Art. 17 or 18 DSGVO exist, you also have the right to immediate deletion or restriction of the processing of the data.

Please note that limited processing of data may not be possible.

To Tutorial your above-mentioned rights, please contact – as a matter of priority – the person responsible for your degree programme at the Academic Examinations Office – otherwise contact:

Gottfried Wilhelm Leibniz Universität Hannover; Academic Examinations Office; Welfengarten 1; 30167 Hannover; e-mail: studium@uni-hannover.de

If you have any further questions, our data protection officer will be happy to advise you.

If you have any complaints regarding data protection, please contact:

The State Commissioner for Data Protection of Lower Saxony; Prinzenstraße 5; 30159 Hanover; e-mail: poststelle@fd.niedersachsen.de