



Study regulations (general part) for the Bachelor's and Master's degree programs at the Faculty of Arts and Social Sciences of the University of Zurich (StO PhF)

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Note: Only the German version of the Study regulations is legally binding. This translation is for your information only.

Table of Contents

I. Subject of the Study Regulations and Scope of Further Principles	3
§ 1 Subject of the study regulations	3
§ 2 Module catalogue and course catalogue	3
§ 3 Sample curricula	3
II. Admission	3
§ 4 Admission to a Bachelor's or Master's degree program	3
§ 5 Specific requirements for admission to a consecutive Master's degree program	4
§ 6 Specific requirements for admission to specialized study program	4
§ 7 Additional requirements	4
III. Studies	5
1. Section: General	5
§ 8 Composition of the study program	5
§ 9 Studies and disability	5
§ 10 Publication	5
§ 11 Plagiarism Control	5
§ 12 Learning Contract	6
2. Section: Modules and Assessments	6
§ 13 Modules	6
§ 14 Module booking and registration	6
§ 15 Module prerequisites	7
§ 16 Cancellation and deregistration in case of missing module prerequisites	7
§ 17 Language of instruction and language of the assessment	7
§ 18 Composition of an assessment	7
§ 18 ^{bis} Assessment «Portfolio»	8
§ 19 Written work within the framework of a module	8
§ 20 Deregistration from assessments extending over a longer period of time	8

3. Section: Repetition of a Module or Assessment	9
§ 21 Form of the repetition	9
§ 22 Repetition in the same semester (repeat examination)	9
§ 23 Registration for repetition of the assessment in the same semester	9
4. Section: Bachelor's Degree Program	9
§ 24 External study achievements at Bachelor level, scope of creditable achievements / mobility	9
§ 25 Compulsory module Bachelor's thesis	10
§ 26 Compulsory module Bachelor's thesis: Registration	10
§ 27 Compulsory module Bachelor's thesis: Supervision and assessment of the Bachelor's Thesis	10
§ 28 Compulsory module Bachelor's thesis: Repetition	10
5. Section: Master's Degree Program	10
§ 29 External study achievements at Master's level, scope of creditable achievements / mobility	10
§ 30 Compulsory module Master's thesis	11
§ 31 Compulsory module Master's thesis: Registration	11
§ 32 Mandatory module Master's thesis: Supervision and assessment of the Master's thesis	11
§ 33 Compulsory module Master's thesis: Repetition	11
6. Section: Ban	12
§ 34 Ban: Principle	12
§ 35 Ban: Exception Bachelor's thesis	12
7. Section: Recognition and Transfer of Credits	12
§ 36 Recognition of external study achievements	12
§ 37 Recognition of already acquired external competences	12
§ 38 Transfer of credits of modules to the degree	13
§ 39 Transfer of Credits: Assignment and compensation of academic achievements ⁷	13
8. Section: Graduation	13
§ 40 Designation of degrees	13
§ 41 Award of the Bachelor's degree	13
§ 42 Award of the Master's degree	13
IV. Transitional Provisions	14
§ 43 General provisions	14
§ 44 Additional requirements and conditions	14
§ 45 Remission of failed attempts according to § 59 par. 2 RVO PhF	14
§ 46 Additional compulsory modules taken voluntarily	14
§ 47 Studium generale	14
§ 48 Expiring programs	14
§ 49 Programs under these study regulations	15
§ 50 Minor study programs for other faculties	15

I. Subject of the Study Regulations and Scope of Further Principles

§ 1 Subject of the study regulations

¹ These study regulations implement the framework Ordinance on Bachelor's and Master's degree programs at the Faculty of Arts and Social Sciences of the University of Zurich (RVO PhF)¹ of 27 August 2018.

² The study regulations consist of a general part and the annexes. The general part regulates the cross-program aspects, while the annexes contain the program-specific aspects.

³ A separate annex is created for each program. The respective annex may contain any specialisation points as well as the specialisation-specific requirements for passing the examination.

⁴ Explanations and information on the study program may be published in study guides. These are not legally binding, they are merely explanatory.

§ 2 Module catalogue and course catalogue

¹ The module catalogue is a source of information for students containing details of the individual compulsory and elective modules. Students cannot make any claims from the module catalogue.

² The electronic course catalogue contains the information on compulsory, compulsory elective and elective modules that is binding for the students for each semester.

§ 3 Sample curricula

¹ A sample curriculum is published for each study program. It contains an exemplary course of study for 6 semesters (Bachelor) or 4 semesters (Master).

² The sample curriculum serves students as a planning tool for their studies. They cannot derive any claims from it.

II. Admission

§ 4 Admission to a Bachelor's or Master's degree program

¹ For admission to a Master's degree program, in addition to the requirements of the Ordinance on Admission to Studies at the UZH of 27 August 2018 (VZS)², the faculty-specific requirements of these study regulations and the program-specific prerequisites defined in the annexes must be fulfilled.

² In consultation with the program directors, the Dean's Office shall check whether the faculty-specific and program-specific requirements have been fulfilled.

³ Admission to a Bachelor's or Master's degree program with a previously completed degree program of similar subject content at the same study level is excluded.

¹ LS 415.455.1; RVO PhF of 27 August 2018. Effective from 1 August 2019.

² LS 415.31; VZS of 27 August 2018. Effective from 1 February 2019.

⁴ The combination of programs similar to the subject area is excluded at Bachelor's and Master's level.

§ 5 Specific requirements for admission to a consecutive Master's degree program

¹ The requirements for admission to a consecutive major or minor study program is, in principle, the fulfilment of the program-specific professional requirement profile to the extent of a maximum of 60 ECTS credits. The subject-specific requirement profile contains the competences expected from the Bachelor's degree program.

² Admission to a consecutive mono degree program is done either on the basis of a subject-specific requirement profile of a maximum of 120 ECTS credits and/or on the basis of the subject-specific requirement profile and a completed Bachelor's degree program to be named or an equivalent degree according to VZS.

³ If there is no Bachelor's degree or no equivalent degree according to VZS in the required field of study, admission sur dossier is possible if the applicant fulfils the professional requirement profile.

§ 6 Specific requirements for admission to specialized study program

¹ For admission to specialised Master's degree program, the following additional requirements in particular may be stipulated in addition to the subject content requirements:

- a. Written application;
- b. Presence of a minimum grade in the Bachelor's degree;
- c. Additional language skills;
- d. Successfully completed admission interview;
- e. Letter of motivation;
- f. an entrance examination.

² The admission procedure is regulated in the program-specific annex to the study regulations. The requirements for admission are identical for all applicants.

§ 7 Additional requirements

¹ Additional requirements may be imposed for admission to a Master's degree program offered by the Faculty of Arts and Social Sciences. On the basis of the subject-specific requirement profile, any missing knowledge is identified and the additional requirements are determined.

² For the fulfilment of additional requirements, the regulations of the VZS, the RVO PhF and the study regulations apply in addition to the regulations in the respective decree.

³ The module type of the modules formulated in the additional requirements result from the subject requirement profile of the Master's degree program relevant for admission.

⁴ A definitively failed module leads to a definitive rejection if it is designated as a compulsory module in the subject-specific requirements profile.

⁵ A final rejection in accordance with par. 4 results in a ban

- a. in all those Bachelor's degree programs in which the definitively failed module is a compulsory module;
- b. for the relevant Master's degree program for which the module was imposed as a requirement;
- c. for all those Master's degree program for which it would have to be provided as a compulsory module within the framework of a requirement.

III. Studies

1. Section: General

§ 8 Composition of the study program

¹ The Bachelor's degree program consists of a major study program in combination with a minor study program.

² The Master's degree program consists of either a major study program in combination with a minor study program or a mono study program. The mono or major study program may include a focus.

³ For Bachelor students from other faculties, the Faculty of Humanities offers Liberal Arts Options.

§ 9 Studies and disability

¹ The procedure is opened on a semester-by-semester basis by means of a written application submitted in good time by the student to the Student Affairs and Disability Office (FSB). Students are required to contact the FSB in good time.

² Students are obliged to submit a corresponding request to the Dean of Studies in good time together with the result of the FSB. An application submitted too late for the implementation of concrete measures to compensate for disadvantages will no longer have to be taken into account.

³ The Dean of Studies, in consultation with the institute, shall determine the measures to compensate for disadvantages on an individual basis and decides on them. In individual cases, the measures proposed by the FSB may be deviated from and no, other or additional measures may be granted.

⁴ In justified cases, measures to compensate for disadvantages may be granted for longer than one semester. In this case, students are obliged to report any change in their health to the Dean of Studies.

§ 10 Publication

¹ The publication of a written paper by the student may in principle take place as soon as the corresponding module has been assessed.

² The students are obliged to inform the program director in writing before publication. The program director may require the fulfilment of conditions prior to publication.

³ In particular, an additional requirement may be that references which indicate that the work was produced at UZH must be eliminated or listed in whole or in part.

⁴ Students must be informed in writing of any additional requirements within 10 working days of receipt of the request. Only then may the students publish the work accordingly.

§ 11 Plagiarism Control

¹ All student work can be checked at random or on suspicion using the plagiarism detection software.

² If a Master's thesis is to be published in the repository, it is checked in advance by means of plagiarism detection software as standard.

³ If plagiarism is suspected, the supervisor is responsible for carrying out the check using the plagiarism detection software.

⁴ If the suspicion is confirmed, the supervisor shall give the student concerned the opportunity to make an oral or written statement within the framework of the legal hearing.

⁵ If the check reveals that plagiarism has occurred, proceedings for unfair conduct will be initiated pursuant to § 30 RVO PhF.

§ 12 Learning Contract

¹ A Learning Contract is an individual study agreement between the Faculty of Arts and Social Sciences and the student and is within the legal framework of the Framework Ordinance.

² A learning contract may be concluded by the student on request to the program director, in particular if

- a. the acquisition of external academic achievement is to be made binding (credit-transfer agreement), or
- b. an individual course achievement must be agreed if all substitution possibilities of compulsory elective modules have been exhausted and consequently the passing requirements can no longer be fulfilled.
- c. Lit. b does not apply if all substitution options in a concentration have been exhausted. In this case, another concentration must be chosen.

2. Section: Modules and Assessments

§ 13 Modules

¹ The module is defined by the unity of learning objectives, forms of teaching and by the assessment, whereby these elements relate to each other.

² It is self-contained in terms of content and time and extends over a maximum of two semesters.

³ The number of ECTS credits as well as all related properties of the module are identical regardless of the assignment to a degree program or course.

⁴ Whether a module must be completed as a compulsory or elective compulsory module depends on the respective program. Elective modules retain their module type independently of the program.

§ 14 Module booking and registration³

¹ Students are required to book or register respectively cancel a module in accordance with the procedures and deadlines provided for that purpose.

² Special procedures may be provided in particular for the registration for:

- a. the Bachelor's thesis;

³ Newly added by the Faculty Assembly on 12 November 2021. Effective from 1 August 2022.

- b. the Master's thesis;
- c. language modules;
- d. the re-examination.

§ 15 Module prerequisites

¹ For booking a module, module prerequisites can be defined, such as previously completed modules or acquired knowledge, which must be fulfilled before booking the module.

² The number of participants in a module may be restricted or the participation of a target group may be reserved. A restriction or combination of restrictions is permissible in particular if:

- a. this is a requirement for achieving the subject-related objective of the module or
- b. only a limited capacity or number of places is available.

³ Criteria for participation in the modules concerned or for the procedure for the allocation of module places are announced in the course catalogue.

⁴ The student is responsible for checking whether he or she fulfils the module prerequisites.

§ 16 Cancellation and deregistration in case of missing module prerequisites

¹ If the student has booked or registered for a module without the required module prerequisites, he or she has the obligation to cancel or deregister in due time. A module that has not been cancelled or deregistered in time must be completed in full.

² Cancellation or deregistration by the person responsible for the module instead of the student concerned is permissible at any time, irrespective of a deadline, and is subject to their decision.

§ 17 Language of instruction and language of the assessment

¹ The person responsible for the module decides whether a course is to be held in a language other than German or English.

² Students may request in writing to take the course in a language other than that of the module. The person responsible for the module makes the final decision.

§ 18 Composition of an assessment⁴

¹ Successful completion of an assessment is required for passing a module.

² According to § 22 RVO PhF, the following variants in particular are provided for the composition of a student assessment:

The assessment consists of

- a. single coursework;
- b. a portfolio.

³ The students are informed about the modalities of the assessment or about the required elements of a portfolio and their weighting.

⁴ Changed by the Faculty Assembly on 12 November 2021. Effective from 1 August 2022.

§ 18^{bis} Assessment «Portfolio»⁵

¹ A portfolio consists of several similar or different elements, which can be weighted differently among each other. Only the overall result is shown in the transcript of records.

² The individual results of the elements of a portfolio give the overall result as follows:

- a. In the case of graded modules, the results of the elements are included in the determination of the overall result according to their weighting. The number of elements and their weighting are shown semester by semester in the course catalogue.
- b. In the case of modules that are assessed with "pass" / "fail", the modalities for determining the overall result are shown semester by semester in the course catalogue.

³ Individual elements of a portfolio cannot be repeated. A single failed element does not lead to exclusion from participation in the module and from taking further elements of the portfolio.

§ 19 Written work within the framework of a module

¹ All written work, including the Bachelor's or Master's thesis, has to be an individual piece of work. Co-authorship is excluded.

² Cooperations for the development are possible if the contribution to the written work is submitted as an independent text and can be assessed independently.

³ Changes to the work submitted for assessment are excluded. Revision is not permitted.

⁴ The repetition of a module with an assessment in the form of a written paper is always carried out as a repetition of the entire module.

§ 20 Deregistration from assessments extending over a longer period of time

¹ If, in the case of an assessment that extends over a longer period of time (e.g. a written paper), a reason for prevention according to § 24 RVO PhF occurs before the deadline, either a request for deregistration from the assessment to § 25 par. 1 RVO PhF or a request for extension of the deadline for submission of the assessment according to § 25 par. 2 RVO PHF may be submitted.

² If there is a request for deregistration from the assessment, the submission of the (unfinished) assessment may be requested in addition to the necessary confirmations required for deregistration so that its current status can be included in the examination of the reason for deregistration.

³ A request for an extension of the deadline for the submission of the assessment must be submitted at latest by the deadline applicable to the assessment at the latest.

⁴ The extension of the deadline for submission can only be granted up to a maximum of the time at which the written work can still be assessed for inclusion in the transcript of records.

⁵ A request received after the expiry of the original submission deadline and relating to a submission deadline that has already been extended can, in principle, no longer be approved. In this case, it shall be treated as a request for deregistration from the assessment.

⁵ Newly added by the Faculty Assembly on 12 November 2021. Effective from 1 August 2022.

3. Section: Repetition of a Module or Assessment

§ 21 Form of the repetition

The repetition of the module takes place either by repeating the assessment in the same semester (repeat examination) or by repeating the entire module in a later semester.

§ 22 Repetition in the same semester (repeat examination)

¹ Repetition in the same semester is possible if:

- a. the assessment of the relevant module consists of an examination taken at a defined time at the end of the module, and
- b. the assessment to be repeated relates to the same semester, and
- c. the repetition can be assessed before the deadline for inclusion in the transcript of records.

² There is no entitlement to repeat the assessment in the same semester.

³ The repetition of the assessment takes place in the identical form as the first assessment.

⁴ If a repeat examination is taken in the final semester, it is not guaranteed that all deadlines required for graduation can be met. In this case, the degree will be completed in the next semester at the earliest.

⁵ If the module is repeated in a subsequent semester, the modalities of the module booked for the repetition apply. There is no entitlement to an assessment of the same type as the failed assessment.

§ 23 Registration for repetition of the assessment in the same semester⁶

¹ For the repetition of the assessment in the same semester, registration is required within the published deadline.

² Deregistration from the re-examination takes place in accordance with § 24 and § 25 RVO PhF.

4. Section: Bachelor's Degree Program

§ 24 External study achievements at Bachelor level, scope of creditable achievements / mobility

¹ Bachelor's students may acquire external study credits and/or complete a minor study program within the framework of mobility.

² The following applies:

- a. the external coursework must not be the Bachelor's thesis;
- b. provided that at least 60 ECTS credits of the major study program have been acquired at UZH, all other achievements required for the degree can be completed externally;
- c. the externally provided study program has a scope of at least 60 ECTS credits and is completed with a grade. This program is credited as a lump sum to the degree as a minor study program in the amount of 60 ECTS credits. Any further crediting towards a degree is excluded.

³ In the case of graduation, the general crediting rules according to § 43 et seq. RVO PhF apply.

⁶ Changed by the Faculty Assembly on 12 November 2021. Effective from 1 August 2022.

§ 25 Compulsory module Bachelor's thesis

¹ In each major study program, the compulsory module Bachelor's thesis with a total of 15 ECTS credits must be completed within one semester. In the major program Psychology, the compulsory module Bachelor's thesis has a scope of 6 ECTS credits. The Bachelor's thesis is graded.

² The Bachelor's thesis is proof of the ability to work independently on a scientific task within the given time limit and to present it adequately.

³ The workload for the compulsory module Bachelor's thesis may result

- a. either from the Bachelor's thesis as an independent term paper alone or
- b. from the Bachelor's thesis and an accompanying course.

⁴ The Bachelor's thesis shall be prepared in accordance with the requirements of § 19 RVO PhF.

§ 26 Compulsory module Bachelor's thesis: Registration

Before registering for the Bachelor's thesis, students have the obligation to obtain a supervision commitment from a qualified supervisor. This is the prerequisite for registering for the compulsory module Bachelor's thesis.

§ 27 Compulsory module Bachelor's thesis: Supervision and assessment of the Bachelor's Thesis

¹ Members of the teaching staff who hold at least a Master's degree are entitled to supervise the Bachelor's thesis. For the assessment of the Bachelor's thesis, an expert opinion is prepared by the supervisor.

² Changes to a Bachelor's thesis submitted for assessment are excluded.

§ 28 Compulsory module Bachelor's thesis: Repetition

¹ The repetition of the compulsory module Bachelor's thesis always takes place as a repetition of the entire module.

² In the case of a discontinued compulsory module Bachelor's thesis (deregistration), a new Bachelor's thesis must always be written on a new topic.

³ In the event of a failed attempt, a new Bachelor's thesis must be written on a new topic.

5. Section: Master's Degree Program

§ 29 External study achievements at Master's level, scope of creditable achievements / mobility

¹ Master's students may acquire external study credits and/or complete a minor study program within the framework of mobility.

² It applies that:

- a. The external performance must not be the Master's thesis;

- b. provided that at least 45 ECTS credits of the major study program or 60 ECTS credits of the mono study program have been acquired at UZH, all other achievements required for the degree can be completed externally;
- c. the study program completed externally in a combination of a major and a minor study program has a scope of at least 30 ECTS credits and is completed with a grade. This program is credited in total as a minor study program in the amount of 30 ECTS credits towards the degree. Any further crediting towards a degree is excluded.

³ In the case of graduation, the general credit transfer rules according to § 43 et seq. RVO PhF apply.

§ 30 Compulsory module Master's thesis

¹ In each major or mono degree program, the compulsory module Master's thesis amounting to 30 ECTS credits including assessment must be completed within two semesters. The compulsory module Master's thesis is graded.

² The Master's thesis is proof of the ability to work independently on a level-specific scientific task within the given time limit and to present it adequately.

³ The workload for the compulsory module Master's thesis may result

- a. either from the Master's thesis as an independent term paper alone or
- b. from the Master's thesis and an accompanying course.

⁴ The Master's thesis shall be prepared in accordance with the requirements of § 19. RVO PhF

§ 31 Compulsory module Master's thesis: Registration

Before registering for the Master's thesis, students have the obligation to obtain a supervision agreement from a qualified supervisor. This is the prerequisite for registering for the compulsory module Master's thesis.

§ 32 Mandatory module Master's thesis: Supervision and assessment of the Master's thesis

¹ Members of the teaching staff who hold at least a doctoral degree are entitled to act as supervisors. For the assessment of the Master's thesis, an expert opinion is prepared by the supervisor.

² Changes to a Master's thesis submitted for assessment are excluded.

§ 33 Compulsory module Master's thesis: Repetition

¹ The repetition of the compulsory module Master's thesis always takes place as a repetition of the entire module.

² In the case of a discontinued compulsory module Master's thesis (deregistration), a new Master's thesis must always be written on a new topic.

³ In the event of a failed attempt, a new Master's thesis must be written on a new topic.

6. Section: Ban

§ 34 Ban: Principle

¹ Similar programs within the meaning of § 34 RVO PhF are deemed to be

- a. PhF programs that include the definitively failed module as a compulsory module, or
- b. programs at other higher education institutions for which a definitive rejection has been received and which are similar in subject matter to the program for which an application has been received.

² Bans are imposed by the faculty.

³ At a later point in time, an ordered ban may additionally apply to further similar study programs introduced subsequently.

§ 35 Ban: Exception Bachelor's thesis

¹ In deviation from § 34 RVO PhF, a definitively failed Bachelor's thesis does not result in a cross-level suspension if a Bachelor's degree in the field of study required for admission to the Master's program is obtained at the same time.

² The prerequisite for admission to a Master's degree program is the fulfilment of the subject-specific requirement profile provided for in accordance with the annex to the study regulations.

7. Section: Recognition and Transfer of Credits

§ 36 Recognition of external study achievements

¹ The recognition of external study achievements is possible,

- a. if these have not already been credited to a degree and
- b. if these are expected to count towards the degree according to the relevant program-specific annex to the study regulations for which enrolment is available.

² Recognition of external study achievements take place upon request by the student and submission of the required documents.

³ It applies that:

- a. the assessment of the external university is adopted and
- b. any grade is converted by means of a standardised conversion procedure into a grade according to § 26 para. 2 RVO PhF.

§ 37 Recognition of already acquired external competences

¹ External competence already acquired shall be recognised if they are taught within the framework of a compulsory module for which enrolment is available and

- a. these have already been credited to a degree or
- b. they are already acquired and proven language skills.

² Recognition takes place for the corresponding compulsory module to the extent of 0 ECTS credits. The course work must be compensated.

³ Compensation is made through performance at least to the extent of the recognised compulsory module. The annex to these study regulations regarding the corresponding study program is authoritative.

§ 38 Transfer of credits of modules to the degree⁷

¹ A recognised course credit shall be credited to the degree as follows:

- a. Credit is awarded for the module group and program for which they are eligible according to the module catalogue or course catalogue. Crediting to other module groups or programs is excluded.
- b. Credit is awarded if the course work has not been credited to another degree.
- c. Credit is awarded provided that the course work is not surplus to requirements according to the annex to the corresponding study program.

§ 39 Transfer of Credits: Assignment and compensation of academic achievements⁷

¹ If several modules catalogues provide a module to be credited to the corresponding study program, the student decides on its assignment.

² If, as a result of this assignment, academic achievements are missing for the completion of a study program, these must be compensated by achievements to the same extent.

³ For compensation of compulsory modules § 37 par. 3 RVO PhF applies.

8. Section: Graduation

§ 40 Designation of degrees

The title obtained with the degree results from the major or mono study program.

§ 41 Award of the Bachelor's degree

¹ The award of the Bachelor degree requires that at least 60 ECTS credits have been earned in the major study program at UZH.

² At least 30% of the coursework per program must be graded.

§ 42 Award of the Master's degree

¹ The award of the Master's degree requires that at least 45 ECTS credits in the major study program or 60 ECTS credits in the mono study program have been earned at UZH.

² At least 50% of the coursework per program must be graded.

⁷ Changed by the Faculty Assembly on 25 March 2022. Effective from 1 August 2022.

IV. Transitional Provisions

§ 43 General provisions

¹ The special program-specific transitional regulations in the annex to these study regulations apply to students who commenced their studies in accordance with the old study regulations before the autumn semester 2019.

² Students are obliged to meet the pass requirements of the regulations for transfer with modules from the range in accordance with these study regulations. There is no entitlement to a punctual completion of the program.

³ Compulsory modules from the range offered according to the old study regulations can only be completed after HS 2019 as an exception if the completion of the module under the new law would cause an unreasonable delay in the completion of the degree program or an undue hardship. In this case, the work still to be completed will be recorded in a learning contract in accordance with § 12 RVO PhF.

⁴ The transition regulations contain the equivalence tables for compulsory modules. The equivalence tables show which of the compulsory modules from the new study regulations are required for the degree.

§ 44 Additional requirements and conditions

Any additional requirements and conditions not yet fulfilled will be reassessed when they are placed under these study regulations.

§ 45 Remission of failed attempts according to § 59 par. 2 RVO PhF

¹ Failed attempts that relate to modules offered according to the old study regulations become irrelevant with the introduction of the modules according to these study regulations if the corresponding module according to these study regulations is completed instead.

² If students' complete modules from the range offered in accordance with the old study regulations, any first failed attempt remains relevant.

§ 46 Additional compulsory modules taken voluntarily

Students can complete compulsory modules that are not necessary for them according to the equivalency table. If such a compulsory module is completed, it will be credited towards the degree in any case.

§ 47 Studium generale⁸

Credits may be awarded for work already completed as part of the Studium generale if the program-specific transitional regulations of the corresponding program provide for the possibility of crediting achievements within the framework of the Studium generale.

§ 48 Expiring programs

¹ Admission, new enrolment or re-enrolment in an expiring program is excluded as of HS 2019.

⁸ Newly added by the Faculty Assembly on 12 November 2021. Effective from 1 August 2022.

² An expiring program may be completed until the spring semester of 2023 (Bachelor's degree programs) or the spring semester of 2022 (Master's degree programs) to the extent provided for in the old study regulations.

³ After the spring semester of 2023 (Bachelor's degree programs) or the spring semester of 2022 (Master's degree programs), it will no longer be possible to obtain any credits required for the completion of an expiring program that is being phased out. If any study achievements are still missing by this time, completion of the corresponding program is excluded.

⁴ In expiring programs, Latin remains a course credit that cannot be counted towards the completion of the program (course prerequisite).

§ 49 Programs under these study regulations

¹ For students who

- a. have taken up one of the programs named in the program-specific regulations on transfer in accordance with the old study regulations before the autumn semester 2019 (1 August 2019) and
- b. provided they continue or resume the corresponding study program according to the new study regulations up to and including the autumn semester 2023 (Bachelor's study programs) or autumn semester 2022 (Master's study programs), the program-specific regulations on transfer listed in the annex to the study regulations are applied. This also applies to an exmatriculation and a re-enrolment.

² If conditions a. and b. are not fulfilled, the program-specific annex to the study regulations in force at the time of the change will be applied.

³ Upon request of the students to the Dean's Office, grades of achievements acquired prior to HS 2019 within the framework of the Latin requirement are credited to the degree with "passed". The prerequisite for this is that the application is submitted in the final semester at the latest and the credit is to be awarded as a compulsory module for a study program according to these study regulations.

§ 50 Minor study programs for other faculties

Minor study programs for other faculties are offered until the introduction of a Liberal Arts option is possible.