



## **Studies and Examination Regulations of Karlsruhe Institute of Technology (KIT) for the Master's Program of Remote Sensing and Geoinformatics**

dated May 09, 2018

Pursuant to Article 10, par. 2, clause 5 and Article 20, par. 2, clause 1 of the Act on Karlsruhe Institute of Technology (KIT Act – KITG), as amended on July 14, 2009 (bulletin, p. 317 f.), last amended by Article 2 of the Act on Further Development of University Legislation (HRWeitEG) of March 13, 2018 (bulletin pp. 85, 94), and Article 32, par. 3, clause 1 of the Act of Baden-Württemberg on Universities and Colleges (Landeshochschulgesetz – LHG) of January 01, 2005 (bulletin, p. 1 f.), last amended by Article 1 of the Act on Further Development of University Legislation (HRWeitEG) of March 13, 2018 (bulletin, p. 85), the Senate of KIT adopted the following Studies and Examination Regulations for the Master's Program of Remote Sensing and Geoinformatics on April 23, 2018.

The President expressed his approval according to Article 20, par. 2, clause 1, KITG in conjunction with Article 32, par. 3, clause 1, LHG on May 09, 2018.

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## **Preamble**

Within the framework of the implementation of the Bologna process for establishment of a European higher education area, it is the declared objective of KIT that higher education at KIT should be completed by a master's degree. KIT therefore understands the consecutive bachelor's and master's programs offered to represent an integrated concept with a consecutive curriculum.

## **I. General Provisions**

### **Article 1 – Scope**

The present master's examination regulations shall cover the course of studies, examinations, and graduation in the Master's Program of Remote Sensing and Geoinformatics at KIT.

### **Article 2 – Objective of Studies, Academic Degree**

(1) During the consecutive master's program, scientific qualifications acquired in the course of the bachelor's program shall be further enhanced, expanded, extended, or complemented. The student shall be able to independently apply scientific findings and methods and to evaluate their significance and applicability to the solution of complex scientific and social problems.

(2) Upon successful completion of the master's examination, the academic degree of "Master of Science" (abbreviated by "M.Sc.") shall be conferred for the Master's Program of Remote Sensing and Geoinformatics.

### **Article 3 – Regular Period of Studies, Organization of Studies, Credits**

(1) The regular period of studies shall be four semesters.

(2) The curriculum of the program is divided into subjects, the subjects into modules, and the modules are divided into courses. The subjects and their scopes are defined in Article 19. Details are outlined in the module manual.

(3) The work expenditure envisaged for passing courses and modules is expressed in credits. The criteria for assigning credits correspond to the European Credit Transfer System (ECTS). One credit corresponds to a work expenditure of about 30 hours. As a rule, the credits shall be distributed equally over the semesters.

(4) The coursework and examinations required for the successful completion of the studies are measured in credits and amount to a total of 120 credits.

(5) Courses are offered in the English language. Upon prior announcement, the courses may also be offered in German, provided that there are English alternatives.

#### **Article 4 – Module Examinations, Coursework and Examinations**

(1) The master's examination shall consist of module examinations. Module examinations shall consist of one or several controls of success. Controls of success shall consist of coursework and examinations.

(2) Examinations are:

1. Written examinations,
2. oral examinations, or
3. examinations of another type.

(3) Coursework shall be written, oral, or practical work that is usually accomplished by students parallel to the courses. The master's examination must not be completed by a coursework.

(4) At least 70% of the module examinations shall be graded.

(5) In case of complementary contents, module examinations of several modules may be replaced by a module-overlapping examination (par. 2, nos. 1-3).

## **Article 5 – Registration for and Admission to Module Examinations and Courses**

(1) To participate in module examinations, students shall register online on the Students Portal for the corresponding controls of success. In exceptional cases, registration can be made in writing with the Students Office or another institution authorized by the latter. For controls of success, registration deadlines may be specified by the examiners. Registration of the master's thesis is outlined in the module manual.

(2) For admission to an examination in a certain module of choice, students, prior to the first examination in this module, shall submit together with their registration for the examination a binding declaration relating to their choice of the module and its assignment to a subject. At the request of the student to the examination committee, the choice or assignment can be changed later on.

(3) Admission to a control of success shall be granted to students, who

1. are enrolled in the Master's Program of Remote Sensing and Geoinformatics at KIT, with the admission of students on leave being limited to examinations, and to students, who
2. can prove that they meet the requirements for admission to a control of success outlined in the module manual and
3. can prove that their entitlement to an examination in the Master's Program of Remote Sensing and Geoinformatics has not been lost.

(4) According to Article 30, par. 5, LHG, admission to individual mandatory courses may be restricted. The examiner shall decide on the selection of students, who have registered in due time before the deadline given by the examiner, taking into account the study progress made by these students and taking into consideration Article 13, par. 1, clauses 1 and 2, if the surplus of registrations cannot be reduced by other or additional courses. In the case of identical study progress, further criteria shall be specified by the KIT Departments. The result shall be announced to the students in due time.

(5) Admission shall be refused, if the conditions outlined in pars. 3 and 4 are not fulfilled. Admission may be refused, if the corresponding control of success was

already passed in a KIT bachelor's program that was required for admission to this Master's Program. This shall not apply to premature master's examinations. Admission to these shall be approved explicitly according to clause 1.

## **Article 6 – Execution of Controls of Success**

(1) Controls of success shall be performed parallel to the studies, usually while imparting the contents of the individual modules or shortly afterwards.

(2) The type of control of success (Article 4, par. 2, nos. 1 - 3, par. 3) shall be specified by the examiner of the respective course depending on the contents of the course and teaching objectives of the module. The type of controls of success, their frequency, sequence, weighting, and the determination of the module grade, if applicable, shall be announced in the module manual six weeks prior to the start of the lecturing period at the latest. The examiner and student may agree on a change of the type of examination and the examination language later on. In the former case, Article 4, par. 4 has to be observed. When organizing examinations, the needs of students with a disability or chronic disease shall be considered according to Article 13, par. 1. Article 13, par. 1, clauses 3 and 4 shall apply accordingly.

(3) In case of an unreasonably high examination expenditure, a written examination may also be passed orally or an oral examination may also be passed in writing. This modification shall be announced six weeks prior to the examination at the latest.

(4) Controls of success are made in the English language. In case of courses in the German language (Article 3, par. 5), the corresponding controls of success can be executed in this language. Article 6, par. 2 shall apply accordingly.

(5) *Written examinations* (Article 4, par. 2, no. 1) shall usually be evaluated by an examiner according to Article 17, par. 2 or par. 3. If an evaluation is made by several examiners, the grade shall be the arithmetic mean of the individual evaluations. If the arithmetic mean does not correspond to any of the grade levels defined in Article 7, par. 2, clause 2, the grade shall be rounded to the next higher or lower grade level. In case of equal distance to the next higher and lower levels, the grade shall be rounded

to the next higher grade level. The evaluation procedure shall not exceed six weeks. Written examinations shall last at least 60 and not more than 300 minutes.

(6) *Oral examinations* (Article 4, par. 2, no. 2) shall be performed and evaluated as group or individual examinations by several examiners (examining board) or by one examiner in the presence of an associate. Prior to determining the grade, the examiner shall consult the other examiners of the examining board. Oral examinations shall usually last at least 15 minutes and not more than 60 minutes per student.

Major details and results of the *oral examination* shall be documented in the minutes. The result of the examination shall be announced to the student directly after the oral examination.

Students, who intend to take the same examination in a later semester, shall be admitted to oral examinations as an audience depending on the space available and upon approval of the examinee. They shall not be admitted to the consultation of the examining board and announcement of the examination results.

(7) For *examinations of another type* (Article 4, par. 2, no. 3), appropriate deadlines and submission dates shall be specified. Proper description of the task and adequate documentation shall ensure that the examination passed can be credited to the student. Major details and results of the control of success shall be recorded in the minutes.

During *oral examinations of another type*, an associate shall be present in addition to the examiner, who shall also sign the minutes together with the examiner.

*Theses or papers to be written for an examination of another type* shall be provided with the following declaration: "Ich versichere wahrheitsgemäß, die Arbeit selbstständig angefertigt, alle benutzten Hilfsmittel vollständig und genau angegeben und alles kenntlich gemacht zu haben, was aus Arbeiten anderer unverändert oder mit Abänderungen entnommen wurde." (I herewith declare that the present thesis/paper is original work written by me alone and that I have indicated completely and precisely all aids used as well as all citations, whether changed or unchanged, of other theses

and publications). If the thesis/paper does not contain this declaration, it shall not be accepted. Major details and results of such a control of success shall be recorded in the minutes.

### **Article 6 a – Controls of Success by a Multiple Choice Test**

It is outlined in the module manual whether and to what an extent controls of success can be made by a *multiple choice test*.

### **Article 6 b – Computer-based Controls of Success**

(1) Controls of success can be carried out in a computer-based way. In this case, the reply or solution of the student is transmitted electronically and, if possible, evaluated automatically. The examination contents shall be generated by an examiner.

(2) Prior to the computer-based control of success, the examiner shall ensure that the electronic data can be identified clearly and allocated unambiguously and permanently to the student. A trouble-free computer-based control of success shall be guaranteed by the corresponding technical support. In particular, the control of success shall be carried out in the presence of a competent person. All examination tasks must be available for work by the examinee during the entire examination period.

(3) As for the rest, the execution of computer-based controls of success shall be subject to Articles 6 and 6a.

### **Article 7 – Evaluation of Coursework and Examinations**

(1) The result of an examination shall be specified by the examiners in the form of a grade.

(2) The following grades shall be used:

sehr gut (very good)	for an outstanding performance;
gut (good)	for a performance that is far above the average;

befriedigend (satisfactory)	for a performance meeting average requirements;
ausreichend (sufficient)	for a performance that is still acceptable in spite of its deficiencies;
nicht ausreichend (failed)	for a performance that is no longer acceptable due to major deficiencies.

For the differentiated evaluation of individual examinations, the following grades shall be applied exclusively:

1.0, 1.3	“sehr gut” (very good),
1.7, 2.0, 2.3	“gut” (good),
2.7, 3.0, 3.3	“befriedigend” (satisfactory),
3.7, 4.0	“ausreichend” (sufficient), and
5.0	“nicht ausreichend” (failed).

(3) Coursework shall be evaluated with “bestanden” (passed) or “nicht bestanden” (failed).

(4) When determining the weighted means of module grades, subject grades, and the total grade, only the first decimal place shall be considered. All following decimal places shall be deleted without rounding.

(5) Every module and control of success may only be credited once in the same program.

(6) An examination shall be passed, if the grade is at least “ausreichend” (4.0, sufficient).

(7) A module examination shall be passed, if all required controls of success are passed. The module examination and determination of the module grade shall be outlined in the module manual. If the module manual does not contain any regulation about the determination of the module grade, the module grade shall be calculated from the grade average weighted according to the credits of the individual partial

modules. The differentiated grades (par. 2) shall be used for calculating the module grades.

(8) The results of the controls of success as well as the credits acquired shall be administrated by the Students Office of KIT.

(9) The grades of the modules of a subject shall be considered proportionally to the credits assigned to the modules when calculating the subject grade.

(10) The total grade of the master's examination, the subject grades, and the module grades are:

Down to 1.5	“sehr gut” (very good),
from 1.6 to 2.5	“gut” (good),
from 2.6 to 3.5	“befriedigend” (satisfactory),
from 3.6 to 4.0	“ausreichend” (sufficient).

## **Article 8 – Repetition of Examinations, Ultimate Failure**

(1) Students may repeat once a written examination that has not been passed (Article 4, par. 2, no. 1). In case a repeated written examination is given the grade of “nicht ausreichend” (5.0, failed), an oral reexamination shall take place soon after the date of the failed examination. In this case, the grade of this examination may not be better than “ausreichend” (4.0, sufficient).

(2) Students may repeat once an oral examination that has not been passed (Article 4, par. 2, no. 2).

(3) Repeated examinations according to paragraphs 1 and 2 shall correspond to the first examination in terms of contents, scope, and type (oral or written). At request, exceptions may be approved by the responsible examination committee.

(4) Examinations of another type (Article 4, par. 2, no. 3) can be repeated once.

(5) Coursework can be repeated several times.

(6) Examinations shall be repeated before the end of the examination period of the next but one semester at the latest.

(7) An examination shall ultimately not be passed, if an oral reexamination according to par. 1 was evaluated with the grade of “nicht ausreichend” (5.0, failed). The examination also shall ultimately not be passed, if the oral examination according to par. 2 or the examination of another type according to par. 4 was evaluated twice with the grade of “nicht bestanden” (failed).

(8) The module shall ultimately not be passed, if an examination required for passing the module is ultimately not passed.

(9) A second repetition of the same examination according to Article 4, par. 2 shall be possible in exceptional cases at the request of the student only (“Antrag auf Zweitwiederholung” – application for a second repetition). As a rule, the application shall be submitted in writing to the examination committee within two months upon announcement of the grade.

The examination committee shall decide on the first application of a student for a second repetition. If the examination committee dismisses the application, a member of the Executive Board shall decide. Upon comment of the examination committee, a member of the Executive Board shall decide on further applications for a second repetition. If the application is accepted, the second repetition shall take place on the next but one examination date at the latest. Paragraph 1, clauses 2 and 3 shall apply accordingly.

(10) Repetition of a passed examination shall not be permitted.

(11) In case a master’s thesis has been granted the grade “nicht ausreichend” (5.0, failed), it can be repeated once. A second repetition of the master’s thesis shall be excluded.

## **Article 9 – Loss of the Entitlement to an Examination**

In case coursework or an examination required according to the present Studies and Examination Regulations is ultimately not passed or a repeated examination according to Art. 8, par. 6 is not passed in due time, or the master's examination, including potential repetitions, is not passed completely by the end of the examination period of the seventh semester, the entitlement to examination in the Master's Program of Remote Sensing and Geoinformatics shall expire, unless the student is not responsible for having exceeded the deadline. The decision on extending the deadline and on exceptions from the deadline regulations shall be made by the examination committee taking into account the activities listed in Article 32, par. 6, LHG at the request of the student. This request shall be made in writing usually six weeks prior to the expiry of the deadline.

## **Article 10 – Deregistration, Absence, Withdrawal**

(1) Students can revoke their registration for *written examinations* until the issue of the examination tasks without having to indicate any reasons (deregistration). Deregistration can be made online on the Students Portal by 12 pm on the day before the examination or in justified exceptional cases with the Students Office during office hours. If the deregistration is addressed to the examiner, the latter shall ensure that the deregistration is documented in the Campus Management System.

(2) In case of *oral examinations*, deregistration shall be declared to the examiner at least three working days before the date of examination. Withdrawal from an oral examination less than three working days before the date of examination shall be possible under the conditions outlined in par. 5 only. In principle, withdrawal from oral reexaminations in the sense of Article 9, par. 1 shall be possible under the conditions of par. 5 only.

(3) Deregistration from *examinations of another type* and from *coursework* shall be subject to the provisions given in the module manual.

(4) A control of success shall be deemed to have been "nicht ausreichend" (5.0, failed), if the student fails to be present at the examination without a good reason or if she/he

withdraws from the control of success after its start without a good reason. The same shall apply, if the master's thesis is not submitted within the period envisaged, unless the student is not responsible for having exceeded the deadline.

(5) The reason given for withdrawal after the start of the control of success or absence shall be notified immediately, credibly, and in writing to the examination committee. In case of sickness of the student or of a child maintained by the student alone or of a relative in need of care, submission of a medical certificate may be required.

### **Article 11 – Deception, Breach of Regulations**

(1) In case students try to influence the result of their control of success by deception or the use of impermissible aids, this control of success shall be deemed to have been “nicht ausreichend” (5.0, failed).

(2) Students disturbing the proper execution of the control of success may be excluded from the continuation of this control of success by the examiner or supervisor. In this case, the control of success shall be deemed to have been “nicht ausreichend” (5.0, failed). In serious cases, the examination committee can exclude these students from other controls of success.

(3) Details relating to honesty during examinations and internships are outlined in the General Statutes of KIT, as amended.

### **Article 12 – Maternity Protection, Parental Leave, Assumption of Family Obligations**

(1) The provisions given in the Act on the Protection of Mothers at Work, during Education, and during Studies (Mutterschutzgesetz - MuSchG), as amended, shall apply. The maternity protection periods suspend any deadline according to the present examination regulations. The duration of maternity protection shall not be included in the deadline given.

(2) In addition, the deadlines of parental leave shall be considered according to the valid legislation (Bundeselterngeld- und Elternzeitgesetz (Parental Benefit and Parental Leave Act - BEEG)). Four weeks prior to the desired start of the parental leave period at the latest, the student shall inform the examination committee in writing about the time when she/he wishes to be on parental leave, with the required evidence being enclosed. The examination committee shall then check whether the legal prerequisites would justify an employee's claim for parental leave and inform the student immediately of the result and the new times of examination. The period of work on the master's thesis may not be interrupted by parental leave. In this case, the thesis shall be deemed to have not been assigned. Upon expiry of the parental leave period, the student shall receive a new subject that is to be dealt with within the period defined in Article 14.

(3) At request, the examination committee shall decide on the flexible handling of examination deadlines according to the provisions of the Act of Baden-Württemberg on Universities and Colleges (LHG), if students have to assume family obligations. Paragraph 2, clauses 4 to 6 shall apply accordingly.

### **Article 13 – Students with a Disability or Chronic Disease**

(1) When organizing studies and examinations, the needs of students with a disability or chronic disease shall be considered. In particular, students with a disability or chronic disease shall be granted preferred access to courses with a limited number of participants and the order for passing certain courses shall be adapted to their needs. According to the Federal Equality Act (Bundesgleichstellungsgesetz, BGG) and Vol. 9 of the Social Code (SGB IX), students are disabled, if their bodily function, mental capacity, or emotional health most probably deviates from the state typical of the age for a period longer than six months and, hence, their participation in social life is impaired. At the request of the student, the examination committee shall decide on the existence of conditions outlined in clauses 2 and 3. The student shall submit the required evidence for this purpose.

(2) If students provide evidence of a disability or chronic disease, as a result of which they are not able to pass controls of success completely or partly within the planned

time or in the form envisaged, the examination committee may permit controls of success within other time periods or in another form. In particular, students with a disability or chronic disease shall be permitted to use the required aids.

(3) In case students provide evidence of a disability or chronic disease, as a result of which they are not able to attend courses regularly or to pass the required coursework or examinations as outlined in Article 19, the examination committee may permit at the student's request passing of certain coursework and examinations after the expiry of the deadlines given in the present Studies and Examination Regulations.

#### **Article 14 – Master's Thesis Module**

(1) For admission to the master's thesis module, the module examinations in the amount of 70 credits must have been passed successfully. At the request of the student, the examination committee shall decide on exceptions.

(1a) 30 credits are assigned to the master's thesis module. It consists of the master's thesis and a public presentation. The presentation shall be made eight weeks upon submission of the master's thesis at the latest.

(2) The master's thesis can be assigned by university teachers, executive scientists according to Article 14, par. 3, cl. 1, KITG, and habilitated members of the KIT Department. In addition, the examination committee can authorize other examiners to assign the subject according to Article 17, pars. 2 and 3. The students shall be given the possibility of making proposals relating to the subject. If the master's thesis is to be written outside of the KIT Department of Civil Engineering, Geo- and Environmental Sciences, the approval of the examination committee shall be required. The master's thesis may also be accepted in the form of group work, if the contribution of the individual student to be evaluated in the examination can be distinguished clearly based on objective criteria and if the requirement outlined in par. 4 is fulfilled. In exceptional cases, the chairperson of the examination committee shall take care of the student receiving a subject for the master's thesis within four weeks upon her/his request. In this case, the subject is issued by the chairperson of the examination committee.

(3) The subject, task, and scope of the master's thesis shall be limited by the supervisor such that it can be handled with the expenditure outlined in par. 4.

(4) The master's thesis shall demonstrate that the students are able to deal with a problem of their subject area in an independent manner and within a limited period of time using scientific methods. The scope of the master's thesis shall correspond to 30 credits. The maximum duration of work on the thesis shall amount to six months. The subject and task shall be adapted to the scope envisaged. The master's thesis shall be written in English. At the request of the student, the examiner can permit the master's thesis to be written in a language other than English.

(5) When submitting the master's thesis, the students shall assure in writing that the thesis is original work by them alone and that they have used no sources and aids other than indicated, marked all citations in word and content, and observed the Statutes of KIT for Safeguarding Good Scientific Practice, as amended. If this declaration is not contained, the thesis will not be accepted. The wording of the declaration may be: "Ich versichere wahrheitsgemäß, die Arbeit selbständig verfasst, alle benutzten Quellen und Hilfsmittel vollständig und genau angegeben und alles kenntlich gemacht zu haben, was aus Arbeiten anderer unverändert oder mit Abänderungen entnommen wurde sowie die Satzung des KIT zur Sicherung guter wissenschaftlicher Praxis in der jeweils gültigen Fassung beachtet zu haben." (I herewith declare that the present thesis is original work written by me alone and that I have indicated completely and precisely all sources and aids used as well as all citations, whether changed or unchanged, of other theses and publications, and that I have observed the Statutes of KIT for Safeguarding Good Scientific Practice, as amended).

If the declaration is found to be not true, the master's thesis shall be evaluated "nicht ausreichend" (5.0, failed).

(6) The time of assignment of the subject of the master's thesis shall be recorded in the files of the examination committee by the supervisor and the student. The time of submission of the master's thesis shall be recorded in the files of the examination committee by the examiner. The student shall be allowed to return the subject of the

master's thesis once only within the first month of the period of work on the thesis. At the justified request of the student, the examination committee may extend the time of work on the thesis given in par. 4 by three months at the maximum. If the master's thesis is not submitted in time, it shall be deemed to have been "nicht ausreichend" (5.0, failed), unless the student is not responsible for this failure.

(7) The master's thesis shall be evaluated by a university teacher or an executive scientist according to Article 14, par. 3, cl. 1, KITG, or a habilitated member of the KIT Department and another examiner at least. As a rule, one of the examiners is the person who assigned the thesis according to par. 2. In case of deviating evaluations of both persons, the examination committee shall fix the grade of the master's thesis within the limits of the evaluations of both persons. It may also appoint another expert. The evaluation period shall not exceed eight weeks upon submission of the master's thesis.

### **Article 15 – Additional Achievements**

(1) Further credits (additional achievements) in the amount of 30 credits at the maximum may be acquired in the courses offered by KIT. Articles 3 and 4 of the examination regulations shall remain unaffected. These additional achievements shall not be considered when calculating the total and module grades. The credits not considered when determining the module grade shall be listed and marked as additional achievements in the transcript of records. At the student's request, additional achievements shall be indicated in the master's certificate and marked as additional achievements. Additional achievements shall be listed with the grades outlined in Article 7.

(2) The students shall declare a module examination an additional achievement when registering for this examination already. At the request of the students, allocation of the module can be changed later on.

### **Article 15a – Key Competences**

Apart from scientific qualifications, KIT attaches high importance to key competences. These key competences of at least 4 credits shall be part of the Master's Program of

Remote Sensing and Geoinformatics. Key competences may be imparted additively or integratively.

### **Article 16 – Examination Committee**

(1) For the Master's Program of Remote Sensing and Geoinformatics, an examination committee shall be formed. It shall consist of 5 members entitled to vote: 3 university teachers / executive scientists according to Article 14, par. 3, cl. 1, KITG / assistant professors, one representative of the group of academic staff members according to Article 52, LHG / scientific staff members according to Article 14, par. 3, cl. 2, KITG, and one student with an advisory vote. The term of office of the non-student members shall be two years, the term of office of the student member shall be one year.

(2) The chairperson, her/his deputy, the other members of the examination committee, and their deputies shall be appointed by the KIT Department Council. The members of the group of academic staff according to Article 52, LHG, the scientific staff members according to Article 14, par. 3, cl. 2, KITG, and the students shall be proposed by the members of the respective groups. Reappointment shall be possible. The chairperson and her/his deputy shall be university teachers or executive scientists according to Article 14, par. 3, cl. 1, KITG. The chairperson of the examination committee shall be responsible for current transactions and supported by the respective examination office.

(3) The examination committee shall take care of the provisions of the present Studies and Examination Regulations being observed and shall decide on examination matters. It shall decide on the recognition of study periods, coursework, and examinations according to Article 18, par. 1, cl. 1. It shall regularly report to the KIT Department about the development of examination and study periods as well as about the times of work on the master's theses and the distribution of module and total grades. It shall make suggestions for reforms of the Studies and Examination Regulations and module descriptions. The examination committee shall decide with the majority of its votes. In the case of a split vote, the chairperson of the examination committee shall decide.

(4) The examination committee may delegate the execution of its tasks for all standard cases to its chairperson. In urgent cases that cannot be postponed until the next meeting of the examination committee, the chairperson of the examination committee shall decide.

(5) The members of the examination committee shall have the right to participate in examinations. The members of the examination committee, the examiners, and the associates shall be obliged to secrecy. If they do not work in the public service sector, they shall be obliged to secrecy by the chairperson.

(6) In matters of the examination committee, which are related to an examination to be passed at another KIT Department, a competent person authorized to examine and to be appointed by the respective KIT Department shall be consulted at the request of a member of the examination committee.

(7) The student shall be informed in writing about incriminating decisions by the examination committee. These decisions shall be justified and provided with an information on legal remedies available. Prior to a decision, the student shall be given the opportunity to comment. Objections against decisions made by the examination committee shall be addressed to the examination committee within one month upon receipt of the decision. In case of objections, the executive board member responsible for higher education shall decide.

## **Article 17 – Examiners and Associates**

(1) The examination committee shall appoint the examiners. It may transfer this task to its chairperson.

(2) Examiners shall be university teachers and executive scientists according to Article 14, par. 3, cl. 1, KITG, habilitated members, and academic staff members according to Article 52, LHG from the respective KIT Department, who have been authorized to examine students. Also scientific staff members according to Article 14, par. 3, cl. 2, KITG may be authorized to examine. For appointment as examiner, persons shall have the scientific qualification corresponding to the examination subject at least.

(3) If courses are held by persons other than those mentioned in par. 2, these shall be appointed examiners, if they have the scientific qualification required in par. 2, cl. 2.

(4) Associates shall be appointed by the examiners. Persons having completed a master's program of Remote Sensing and Geoinformatics, another master's program of Geosciences or Engineering, Physics, or Meteorology, or having an equivalent academic degree in a related discipline only may be appointed associate.

### **Article 18 – Recognition of Coursework and Examinations as well as of Study Periods**

(1) Coursework and examinations made as well as study periods passed in study programs at state or state-recognized universities and cooperative state universities of the Federal Republic of Germany or at foreign state or state-recognized universities shall be recognized at the request of the students, if the competences acquired do not differ considerably from the achievements or degrees to be replaced. For this, no schematic comparison, but an overall analysis shall be made. As regards the scope of a coursework or examination to be recognized, the principles of the ECTS shall be applied.

(2) The students shall submit the documents required for recognition. Students newly enrolled in the Master's Program of Remote Sensing and Geoinformatics shall submit the application together with the documents required for recognition within one semester upon enrollment. If documents are not available in the German or English language, an officially certified translation may be requested. The examination committee shall bear the burden of proving that the application does not meet the recognition requirements.

(3) If achievements not made at the KIT are recognized, they are listed as "anerkannt" (recognized) in the certificate. If grades exist, they shall be taken over in case of comparable grade scales and shall be included in the calculation of module grades and the total grade. In case of incomparable grade systems, the grades can be converted. In the absence of grades, the note "bestanden" (passed) shall be entered.

(4) When recognizing coursework and examinations passed outside of the Federal Republic of Germany, the equivalence agreements adopted by the Conference of Ministers of Education and the German Rectors' Conference as well as agreements concluded within the framework of university partnerships shall be considered.

(5) Knowledge and skills acquired outside of the university system shall be recognized, if they are equivalent to the coursework and examinations to be replaced in terms of contents and level and if the institution, where the knowledge and skills were acquired, has a standardized quality assurance system. Recognition may be refused in parts, if more than 50% of the university's study program are to be replaced.

(6) The examination committee shall be responsible for recognitions. To determine whether a considerable difference in the sense of par. 1 exists, the responsible subject representatives shall be heard. Depending on the type and scope of coursework and examinations to be recognized, the examination committee shall decide on admission to a higher semester.

## **II. Master's Examination**

### **Article 19 – Scope and Type of the Master's Examination**

(1) The master's examination shall consist of the module examinations according to pars. 2 and 3 and the master's thesis module (Article 14).

(2) Module examinations shall be passed in the following mandatory subjects:

1<sup>st</sup> subject: Lab Rotations Module(s) in the amount of 20 credits

2<sup>nd</sup> subject: Remote Sensing: Module(s) in the amount of 23 credits

3<sup>rd</sup> subject: Mathematics and Beyond Module(s) in the amount of 15 credits

4<sup>th</sup> subject: Supplementary Modules: Module(s) in the amount of 8 credits

5<sup>th</sup> subject: Key Competences: Module(s) in the amount of 4 credits according to Art. 15a.

The modules available for selection and their allocation to subjects shall be specified in the module manual.

(3) In the mandatory elective subject (Subject: Profiles), module examinations in the amount of 20 credits have to be passed. The subjects available for selection and the modules allocated to them shall be specified in the module manual.

#### **Article 20 – Passing of the Master’s Examination, Calculation of the Total Grade**

(1) The master’s examination shall be passed, if all module examinations mentioned in Article 19 were evaluated with the grade “ausreichend” (sufficient) at least and all achievements listed in Article 19 were passed.

(2) The total grade of the master’s examination shall be the mean of the subject grades and the master’s thesis module weighted with the credits.

(3) In case the students have completed the master’s thesis with the grade 1.0 and the master’s examination with an average of 1.2 or better, the predicate “mit Auszeichnung” (with distinction) shall be granted.

#### **Article 21 – Master’s Transcript, Master’s Certificate, Diploma Supplement, and Transcript of Records**

(1) Upon evaluation of the last examination, a master’s certificate and a transcript shall be issued about the master’s examination not later than three months upon the last examination. The master’s certificate and transcript shall be issued in the German and English languages. The master’s certificate and transcript shall bear the date of the successful passing of the last examination. They shall be handed over to the students together. The master’s certificate shall document conferral of the academic master’s degree. The master’s certificate shall be signed by the President and the Dean of the KIT Department and provided with the seal of KIT.

(2) The transcript shall list the subject and module grades, the credits assigned to the modules and subjects, and the total grade. If a differentiated evaluation of individual examinations was made according to Article 7, par. 2, cl. 2, the respective decimal

grade shall be indicated in the transcript. Article 7, par. 4 shall remain unaffected. The transcript shall be signed by the Dean of the KIT Department and the chairperson of the examination committee.

(3) In addition, the students shall be given a diploma supplement in the German and English languages, which corresponds to the requirements of the applicable ECTS Users' Guide, as well as a transcript of records in German and English.

(4) The transcript of records shall list all coursework and examinations passed by the student in a structured form. It shall include all subjects and subject grades as well as the assigned credits, the modules assigned to the respective subject with the module grades and the credits assigned, as well as the controls of success assigned to the modules together with the grades and the credits. Paragraph 2, cl. 2 shall apply accordingly. The transcript of records shall clearly reflect the assignment of courses to the individual modules. Recognized coursework and examinations shall be included in the transcript of records. All additional achievements shall be listed in the transcript of records.

(5) The master's certificate, master's transcript, and the diploma supplement, including the transcript of records, shall be issued by the Students Office of the KIT.

### **III. Final Provisions**

#### **Article 22 – Certificate of Examination Achievements**

(1) In case students have ultimately failed in the master's examination, they shall be given at request and against submission of the exmatriculation certificate a written certificate about the coursework and examinations made, the respective grades, as well as the confirmation that the overall examination has not been passed. The same shall apply when the entitlement to an examination has expired.

## **Article 23 – Deprivation of the Master’s Degree**

(1) If students have been guilty of deception during an examination and if this fact becomes known upon the hand-over of the certificates only, the grades of the module examinations, during which the students were guilty of deception, can be corrected. If applicable, this module examination may be declared to have been “nicht ausreichend” (5.0, failed) and the master’s examination may be declared to have been “nicht bestanden” (failed).

(2) If the conditions for admission to an examination were not fulfilled without the student wanting to deceive and if this fact becomes known upon the hand-over of the certificate only, this default shall be remedied by the passing of the examination. If the student intentionally and wrongly obtained admission to the examination, the module examination may be declared to have been “nicht ausreichend” (5.0, failed) and the master’s examination may be declared to have been “nicht bestanden” (failed).

(3) Prior to a decision of the examination committee, the student shall be given the opportunity to comment.

(4) The incorrect certificate shall be confiscated and, if applicable, a new certificate shall be issued. Together with the incorrect certificate, the master’s certificate shall also be confiscated, if the master’s examination was declared to have been “nicht bestanden” (failed) due to a deception.

(5) A decision pursuant to par. 1 and par. 2, cl. 2 shall be excluded after a period of five years upon the date of issue of the certificate.

(6) Deprivation of the academic degree shall be subject to Article 36, par. 7, LHG.

## **Article 24 – Inspection of Examination Files**

(1) Upon completion of the master’s examination, the students shall be granted the right to inspect the examination copy of their master’s theses, the related opinions, and minutes of the examinations within one year at request.

(2) For inspection of the written module examinations, written module part examinations, and examination minutes, a deadline of one month after announcement of the examination result shall apply.

(3) The examiner shall determine the place and time of inspection.

(4) Examination documents shall be kept for at least five years.

### **Article 25 – Entry into Force**

(1) The present Studies and Examination Regulations shall enter into force on October 01, 2018.

Karlsruhe, May 09, 2018

*Professor Dr.-Ing. Holger Hanselka*  
*(President)*