

University of Tübingen exam regulations for the interfaculty study programs Neural & Behavioural Sciences, Cellular & Molecular Neuroscience und Neural Information Processing culminating in an examination for a Master of Science (M. Sc.) – General Provisions –

In accordance with §§ 19 (1)(2)(9), 32 (3) LHG (GBl. 2005, 1), as amended on 1 April 2014 (GBl. p. 99), most recently amended by article 3 of the law dated 9 May 2017 (GBl. pp. 245, 250), the University of Tübingen Senate on 26 September 2017 passed these General Study and Exam Regulations for the interfaculty study programs in Neural & Behavioural Sciences, Cellular & Molecular Neuroscience, and Neural Information Processing at the University of Tübingen culminating in an examination for a Master of Science (M. Sc.) degree.

Approved by the President on 27 September 2017.

Contents:

General

I. General Provisions

- § 1 Structure of the Master's program
- § 2 Graduation
- § 3 Subjects
- § 4 Board of examiners
- § 5 Examiners and observers
- § 6 Crediting of studies, coursework, and assessed work

II. Examinations in the Master's program/ Master's examination

- § 7 Purpose of examination
- § 8 Workload and nature of the Master's examination

III. For-degree coursework and module-specific assessment

- § 9 Obtaining ECTS credits
- § 10 For-degree coursework and module-specific assessment
- § 11 Registration and admission to module-specific assessment
- § 12 Oral assessment
- § 13 Written assessment
- § 14 Grading of assessed work

IV. Master's thesis

- § 15 Prerequisites for admission to the Master's thesis process and other possible oral examinations to be completed in the final phase of the program
- § 16 Admission procedure
- § 17 Master's thesis

V. Passing/ Failing assessment

- § 18 Passing/ Failing assessment

VI. Repetition of failed assessment

- § 19 Repetition of module-specific assessment
- § 20 Repetition of the Master's thesis and other possible oral examinations to be completed in the final phase of the program

VII. Master's overall grade

- § 21 Calculation of the overall grade

VIII. Certificates

- § 22 Certificate and other documentation

§ 23 Degree certificate

§ 24 Certification in the event of an overall fail

IX. Closing remarks

§ 25 Absence, withdrawal, deception, breach of regulations

§ 26 Protection provisions

§ 27 Invalidity of an examination or assessed coursework

§ 28 Inspection of examination files

§ 29 Effective date and transitional arrangements

I. General Provisions

§ 1 Structure of the Master's program

(1) ¹In the University of Tübingen exam regulations for the interfaculty study programs Neural & Behavioural Sciences, Cellular & Molecular Neuroscience und Neural Information Processing culminating in an examination for a Master of Science (M. Sc.) (hereinafter: Master's program) the European Credit Transfer and Accumulation System (ECTS) is used, i.e., all components of the program are allocated ECTS credit points, the number of which is in line with the student's foreseeable workload. ²One credit point assumes a workload for the students of 30 hours in class and in private study, unless otherwise stipulated in the module handbook.

(2) ¹The Master's program has a modular structure. ²The type, contents and workload of the required modules and the credit points allocated to them is set out in the Special Provisions of the exam regulations and/or in the module handbook.

(3) The Master's program is tied to a module-specific system of examinations.

(4) ¹The program encompasses 120 ECTS credit points, of which 30 are given for the Master's thesis and 90 for the other subject-relevant coursework. ²In addition to the Master's thesis, an oral final examination at the end of the Master's program, an oral examination on the contents of the Master's thesis and/or a final colloquium on the Master's thesis may be required.

(5) ¹The prescribed minimum duration of study for this program up to the obtaining of the academic degree is four semesters, including all the required coursework and assessment as well as any other required work. ²All coursework and assessed work in these exam regulations can be carried out ahead of the appointed time, if the student has the necessary prerequisites and there is sufficient capacity. ³In tiered programs leading to a Bachelor's degree and a Master's degree building upon it, continuing in and consolidating the same subject or taking a multidisciplinary approach, the overall regular duration of study is set at a maximum of five years.

(6) The Special Provisions may require students to carry out a practical exercise serving the aims of the course.

§ 2 Graduation

The academic degree "Master of Science" (abbr. "M.Sc.") is awarded on the basis of a successful completion of a Master of Science examination (hereinafter: Master's examination).

§ 3 Subjects

¹A Master's-level subject is studied in the Master's program. ²Elective modules are listed in the Special Provisions of these exam regulations and are to be specified in the module handbook published for the semester.

§ 4 Board of examiners

(1) (1) ¹The Joint Committee responsible for the Master's program appoints an examination board for the organization of exams and all other tasks not expressly assigned elsewhere by these exam regulations. ²The head of the board of examiners, his/her deputy on the board, the board members and their deputies are each appointed by the Joint Committee responsible for the Master's program; they are drawn from the group of persons involved in the program. ³The board of examiners is composed of members of the Faculties of Science and Medicine as follows:

1. three members of the full-time academic teaching staff,
2. one other member of the Faculty's academic staff,
3. one student (with advisory role).

⁴Only a professor may be head of the board or its deputy. ⁵The head of the board will usually conduct the board's active business. ⁶In addition, the board may transfer revocably certain tasks to the head of the board, insofar as this is not expressly barred; not, however in decisions on appeals. ⁷The board of examiners may receive the support of an examinations office to carry out its active business. ⁸Decisions by the board of examiners are passed with a majority of the board members' votes; in the event of a tie, the head of the board of examiners casts the deciding vote. ⁹There is no limit to the number of terms for which a board member may be appointed; if a member withdraws before the end of his/her term of office, a new member is appointed for the remainder of the term of office; after the expiry of their term of office, members of the board remain in office until new members are appointed.

(2) The board members' term of office is three years, that of student members of the board is one year.

(3) ¹The board of examiners ensures that the provisions set out in these exam regulations are met. ²The board is to report regularly to the Faculty on the development of examinations and durations of study including the time to finish Master's theses, as well as reporting on the distribution of subject grades and overall grades. ³The board of examiners must ensure that students have carried out, or can carry out, all coursework and assessment within the time periods set out in these exam regulations. ⁴To this end, students must be informed in good time both on the nature and number of required coursework units and the assessed coursework to be successfully completed, as well as on the deadlines by which these must be completed, and similarly the dates for the issue of topics for, and submission of, Master's theses. ⁵The board of examiners must also ensure that protective legal provisions and the provisions under § 32 paragraph (4)(5) LHG are met.

(4) ¹Board members have the right to be present as observers during examinations. ²The University President or a representative appointed by him/her also has the right to be present at examinations.

(5) ¹Meetings of the board of examiners are not open to the public. ²Members of the board of examiners, their representatives, and any third parties involved are obliged to maintain confidentiality. ³If they are not state employees, the head of the board must pledge them to maintain confidentiality.

(6) ¹Decisions by the examination board or its head which negatively affect the candidate must be communicated in writing at the earliest possible opportunity to the candidate, explaining the decision. Instructions on the right to appeal will be included. ²Appeals must reach the examination board in writing within one month. ³If the board of examiners does not remedy the appeal, it must be referred to the University's Vice-President of Student Affairs

and Studies for decision.

§ 5 Examiners and observers

(1) ¹The board of examiners appoints examiners and observers - insofar as required by these exam regulations - for each exam. ²The board may allow the head of the board of examiners to make the appointments. ³Module-specific exams are conducted by one examiner, unless some other arrangement is set out in the exam regulations or the module handbook. ⁴Suggestions by the candidate for potential examiners may be taken into account; however the candidate does not have the right to have his/her suggestion taken into account. ⁵The observer is to take minutes of the proceedings. ⁶Only persons with a degree in the relevant degree course or equivalent may be appointed as observers.

(2) ¹Only the following are authorized to conduct examinations: the University's academic teaching staff, academics with habilitation, and other University academic staff approved by the President's Office at the suggestion of the Joint Committee responsible for the Master's program, this suggestion being made in consultation with the Deans' Offices of the Faculties of Medicine and Science. ²Other members of the academic staff, such as assistant lecturers, may act as examiners under exceptional circumstances only if there are not enough examiners available under ¹ and if they have a qualification in the examined subject which is at least the equivalent of the degree for which the examination is taking place.

(3) ³If a repeat exam is conducted on module-specific assessed coursework within the framework of the regular exam timetable, then the examiner is the member of teaching staff scheduled for this regular exam date. If the repeat exam is not conducted within the framework of regular exam dates, an examiner will be appointed.

(4) § 4 (5)(2 and 3) apply for examiners and observers accordingly.

§ 6 Crediting of studies, coursework and assessed work

(1) ¹ Coursework, assessed work, degrees, and semesters of study completed in study programs at the University of Tübingen, other state-administered or state-recognized institutions of higher education and universities of cooperative education in Germany or in study programs at state-administered or state-recognized institutions abroad will be credited if the competencies thus obtained show no significant difference from the coursework or degrees they replace. ²This accreditation serves the continuation of studies, the completion of exams, the commencement of further studies, or admission to a doctoral program. ³Insofar as equivalency agreements between Germany and other countries favor students from other countries in a way not in accordance with items (1) and (2) above, the equivalency agreements take precedence; in addition accords struck within the framework of university partnerships, collaboration agreements and dual-degree programs must be taken into account. ⁴Intermediate exams completed in the same or in a related study program at the University of Tübingen or another German institution of higher education will be recognized.

(2) Participation in recognized correspondence courses will be recognized as the equivalent of on-campus studies and credited to the duration of study accordingly.

(3) ¹Knowledge and skills obtained outside of the higher education system may be credited to studies if:

1. at the time of recognition, the student met the requirements for admission to university,
2. the knowledge and skills to be credited to studies are equivalent in content and standard to the coursework and assessment they are to replace, and
3. the criteria for recognition within the framework of accreditation have been assessed.

²Knowledge and skills obtained outside of the higher education system may be credited to studies to a maximum of 50 percent of a university degree program. ³There must be a careful check to ensure that knowledge and skills obtained outside the higher education system are,

in the nature and volume of coursework they replace, equivalent as far as the competencies obtained go. ⁴When the decision is made, the form in which the competencies were learned must be taken into consideration.

(4) ¹If coursework and assessment are recognized, the grades are to be transferred - insofar as the grading schemes are comparable - and taken into account in the overall grade according to the key to grading set out in § 14. ²If the grading schemes are not comparable, a note is made of a "pass," and in this case the result will not be included in the calculation of module grades or the overall grade and the rules regarding its calculation are applied in the light of this fact. ³Accredited grades may be identified as such in the Transcript of Records. ⁴In addition, the board of examiners may establish regulations for the conversion of grades given at another institution of higher education, particularly those of a partner university.

(5) ¹It is up to the applicant to provide the necessary information about the work to be accredited. ²The onus is on the office carrying out the accreditation process to show that an application for accreditation does not meet the requirements. ³Decisions on academic certificates from outside Germany are to be made with reference to the assessment criteria set out by the Zentralstelle für ausländisches Bildungswesen at the secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder of the Federal Republic of Germany (ZAB).

II. For credit points from senior studies (Kontaktstudien) to be credited to a university degree program, paragraphs (1), (2)(4)(1-3) and (5) apply accordingly, if the prerequisites for admission to university were met at the time of crediting. Examinations in the Master's program/ Master's examination

§ 7 Purpose of examination

¹The Master's examination in Neural & Behavioural Sciences, Cellular & Molecular Neuroscience, or Neural Information Processing comprises a further professional qualification degree which goes beyond the first degree in the field of Neuroscience. ²In completing the Master's examination, students demonstrate that they have obtained well-founded basic knowledge beyond that gained in a first degree as well as a systematic orientation and in-depth proficiency in the fields of neural and behavioral sciences, cellular and molecular neuroscience, or neural information processing, and have developed the ability to process academic questions in their Master's subject independently using the relevant methods.

§ 8 Workload and nature of the Master's examination

(1) ¹The Master's examination consists of the work required as course-related assessment as well as the Master's thesis and any oral exam which may be required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and/or any final colloquium which may be required as part of the thesis process; the Master's examination has been passed when these have been successfully completed. ²Regulations are set out in the Special Provisions and/or in the module handbook as to which module-specific assessed work is relevant for the final grade and must be completed in which modules.

(2) The type and workload of the assessment and the demands of the examinations as well as any other, particular requirements for admission are set out in the Special Provisions of these exam regulations.

(3) The module handbook contains the following information on the individual modules:

1. Name of the module,
2. Content and goals,
3. Teaching method(s) according to § 4 (1) of the Special Provisions,

4. Prerequisites and limitations on admission,
5. Interchangeability of module and recommended semester,
6. The credit points set out in these exam regulations, the requirements for obtaining them, in particular the demands of each examination, as well as whether grades are given,
7. The frequency with which modules are offered,
8. Workload and duration of classes.

III. For-degree coursework and module-specific assessment

§ 9 Obtaining ECTS credits

(1) ¹The ECTS credits designated to each class, module, or other coursework are to be allocated when all required assessed coursework and/or non-assessed coursework has been successfully completed. ²ECTS credits are allocated for graded work regardless of the grade given, as long as it is “sufficient” or better.

(2) ¹Regulations are set out in the Special Provisions and/or in the module handbook as to which assessed and non-assessed coursework is required and in which modules and/or classes assessed coursework must be completed. ²If assessed coursework must be completed in a class or module, additional non-assessed coursework may be required for the student to obtain the ECTS credits allocated to this class or module. ³In those classes and/or modules in which no assessed coursework is required, the relevant ECTS credits are obtained via the completion of non-assessed coursework.

(3) The type, form, number and workload of the required coursework and/or assessed work are to be strictly agreed in such a way that the time required to complete it is in line with the ECTS credits assigned to the relevant class and/or the relevant module.

§ 10 For-degree coursework and module-specific assessment

(1) ¹Coursework consists of individual written, verbal, or practical work conducted by the students usually in connection with classes. ²The coursework completed must be appraised by the person responsible for the relevant class.

(2) ¹Module-specific assessment for the purposes of these exam regulations is the final assessment (including any relevant repeat assessment) in each module; it may also be calculated overall from several components. ²All the provisions set out in these exam regulations regarding assessment apply accordingly to each individual component of a piece of assessed work. ³The Special Provisions of these exam regulations and/or the module handbook set out what type of final exam is to be completed in each module: Oral and/or written and/or practical. ⁴The Special Provisions of these exam regulations may also allow for other supervised assessed coursework, to be appraised according to the same standards. ⁵The Master's thesis and any associated oral Master's examinations, associated colloquia and oral exams on the contents of the Master's thesis are not module-specific.

(3) The nature and workload of module-specific assessed and non-assessed work must be made known to all students taking part by the person responsible for the class - usually at the beginning of the lecture period.

(4) ¹If a candidate can show credibly, by presenting a doctor's certificate, that he/she is unable to complete assessed coursework in whole or in part in the form provided for due to lingering or constant medical condition, impairment or disability, the head of the board of examiners will allow him/her an extension in which to complete the assessed coursework or equivalent assessed coursework in a different form, upon application by the candidate. ²The same goes for coursework and any other relevant work. ³This also applies in the event of illness of a child solely or chiefly in the candidate's care.

(5) ¹Students on leave are not entitled to attend classes or to take part in module-specific assessed coursework. ²Students on leave under § 61 (3) LHG (maternity leave, parenting leave, carer's leave) have the right to take part in classes and to carry out coursework and assessed work. ³The regulations governing admission and enrollment at the University of Tübingen, as amended, are paramount.

(6) ¹The type, content and workload of the non-assessed coursework and module-specific and any other assessment, as well as any further, particular requirements for admission may be set out in the module handbook. ²However, regulations set out in the exam regulations take precedence over those set out in the module handbook.

(7) The head of the board of examiners ensures that each exam date is announced in good time.

§ 11 Registration and admission to module-specific assessment

(1) Students must register for every piece of module-specific assessment by a date set by the board of examiners in accordance with the provisions set out by the board of examiners.

(2) ¹A student may only be admitted to module-specific assessment if he/she:

1. meets the requirements for admission to this degree program and is enrolled at the University of Tübingen in one of the relevant Master's program listed in §1(1), and
2. has not lost the right to be examined (§ 32 (5) LHG) in the relevant Master's program set out in § 1 (1), and
3. meets any further necessary prerequisites set out in the Special Provisions of these exam regulations.

(3) ¹The board of examiners will decide on admission to a piece of module-specific assessment. ²If admission is denied, the student will receive written notification of this within four weeks. This notification must include reasons for the denial and instructions on the right to appeal. ³Admission will be denied if:

1. the requirements set out in (2) are not met, or
2. the application is incomplete and the missing documents were not submitted on time.

⁴Admission may also be denied if the student in the relevant program set out in § 1(1) is involved in a current examination process. ⁵No other reasons for denial are permitted.

§ 12 Oral assessment

(1) ¹Oral assessment may be conducted in the form of oral exams, presentations, project presentations, and presentations of scientific publications. ²Other forms of assessment may be designated in the module handbook.

(2) ¹During oral assessment the candidate must demonstrate that he/she recognizes the interrelated themes of the field being assessed and is able to analyze particular issues within these interrelated themes. ²Oral exams also aim to determine whether the candidate has broad-based basic knowledge. ³In addition the candidate may be given the opportunity to nominate special themes as the object of his/her oral exam. ⁴The duration of an oral examination is usually between 15 and 30 minutes per candidate. ⁵The oral examination takes place in the presence of an observer.

(3) ¹An official record must be kept of the main subject-matter and the main results of the oral exam; this official record must be signed by the examiner and, insofar as an observer is consulted, also by the observer. ²The result of the oral examination is to be communicated to the candidate at the conclusion of the oral exam.

(4) ¹The exams are not open to the public. ²Provided there is no objection from the candidate, other students wishing to carry out the same assessment at a later exam date may be admitted to attend an oral exam as members of an audience, subject to the limits of the examination venue. ³This admittance does not extend to the discussion of exam results, nor to the notification of these to the candidate.

§ 13 Written assessment

(1) ¹Forms of written assessment are chiefly exams, assignments, problem sheets, summaries of publications, and lab reports. ²Other forms of assessment may be designated in the module handbook.

(2) ¹In exams and in other written work the candidate demonstrates that he/she is able to recognize a problem and, in a limited time using limited aids, is able to apply methods appropriate to the subject to find ways of solving it. ²The candidate may be given several tasks from which he/she chooses one or more to complete. ³The duration of a written exam should usually be at least 60 minutes and not more than 240 minutes.

(3) ¹An official record must be kept of the proceedings of an exam, recording particular events, especially attempts by a candidate to influence the result by cheating or using unauthorized aids. ²The official record must be signed by the invigilator.

§ 14 Grading of assessed work

(1) ¹Grades for individual assessed work are determined by the relevant examiners. ²The following grades are to be used for grading assessed work:

1 = very good	= an outstanding performance;
2 = good	= a performance well above the average requirements;
3 = satisfactory	= a performance in line with the average requirements;
4 = sufficient	= a performance which, despite its failings, nevertheless meets the requirements;
5 = insufficient	= a performance which does not meet the requirements due to considerable failings.

³For precise grading of assessed work, whole grades may be raised or lowered by a value of 0.3. ⁴The grades 0.7, 4.3, 4.7 and 5.3 are not given.

(2) The grades in the modules are as follows:

average of 1.50 or less	= very good
average grade of 1.51 to 2.50	= good
average grade of 2.51 to 3.50	= satisfactory
average grade of 3.51 to 4.00	= sufficient
average of 4.01 or more	= insufficient

(3) ¹If the final exam in a module consists of several graded components, the module grade is calculated from the average grades of the individual pieces of assessed coursework, weighted by credit points, unless otherwise set out in these regulations and particularly in the Special Provisions of these exam regulations. ²This average takes into account whole numbers and the first two decimal places only; all further decimal places are deleted with

no rounding.

(4) ¹If coursework is assessed by several examiners, the grade will be calculated from the arithmetic mean of the individual assessments. ²Paragraphs (2) and (3)(2) apply accordingly.

(5) Calculation of the overall Master's grade is set out in § 21.

(6) If assessed coursework from other degree programs is credited, the provisions of the relevant other degree program apply to the assessment of the coursework.

IV. Master's thesis

§ 15 Prerequisites for admission to the Master's thesis process and other possible oral examinations to be completed in the final phase of the program

Persons may be admitted to the Master's examination and any oral exam which may be required at the end of the Master's degree studies, any required oral exam on the contents of the Master's thesis and/or any final colloquium which may be required as part of the thesis process only if:

1. they meet the admission requirements according to § 11 (2),
2. they meet any further subject-related admission requirements set out in the Special Provisions of these exam regulations.

§ 16 Admission procedure

(1) ¹The application for admission (Meldung) to the Master's examination and any oral exam which may be required at the end of the Master's degree studies, any required oral exam on the contents of the Master's thesis and/or any final colloquium which may be required as part of the thesis process must be submitted to the examination board in writing. ²This application must include details of the relevant study program and the candidate's suggested examiner where appropriate. ³The application must be accompanied by:

1. your Studienbuch or equivalent academic records,
2. documentation that the requirements set out in § 15 (1-2) have been met,
3. a declaration that you have not lost the right to be examined (§ 32 (5) LHG) in the relevant Master's program set out in § 1 (1), and whether you are engaged in a current examination process in the same degree program.

(2) If you cannot provide documentation as required under (1) in the manner stipulated, the examination board can in individual cases allow evidence to be shown in some other way.

(3) The board of examiners will decide on admission.

(4) ¹The candidate is considered admitted if his/her application is not rejected within four weeks. ²The application must be rejected if the requirements for admission have not been met. ³Admission may also be denied if the student is involved in a current examination process in the relevant program set out in § 1(1). ⁴No other reasons for denial are permitted. ⁵Reasons for rejecting an application must be given in writing.

§ 17 Master's thesis

(1) ¹The Master's thesis is a piece of assessed work. ²It is meant to demonstrate that the author is able to process a problem independently and by applying academic methods within a set time and to present the results thus arrived at appropriately and in written form. ³The topic must be drawn from the field of the subject (Neural & Behavioural Sciences, cellular

and molecular neuroscience and/or neural information processing); generally it should be set by an examiner under § 5 in the second year within the framework of the Master's thesis module: 4If the student does not find a topic for his/her Master's thesis, the head of the examination board ensures, upon written application, that the student receives a topic for his/her Master's thesis in good time. 5The topic is issued via the examination board; the time of issue and the topic must be recorded. 6The student is to be given the opportunity to make suggestions for a Master's thesis topic; however the examination board is under no obligation to consider such suggestions.

(2) 1The time limit for writing a Master's thesis - from the issuing of the topic to submission of the thesis - is six months; the topic must be set out and the task must be formulated by the thesis supervisor in such a way that the Master's thesis may be completed within this time limit. 2The deadline for submission may be extended, usually for a maximum of four weeks, upon application by the examination board if there is good reason.

(3) 1The student may choose to write the thesis in German or English unless otherwise set out in the Special Provisions of these exam regulations; the board of examiners will decide on applications to write the thesis in any other language. 2The finished Master's thesis must be submitted to the examination board within the allotted time as three bound copies and in a file format determined by the examination board. 3The time of submission must go on file. 4Along with the printed text, the Master's thesis may contain multimedia parts on electronic data storage media, if the topic requires it. 5The process of evaluation must be completed 4 weeks at the latest after submission of the thesis; it is the examination board's task to supervise this deadline. 6If examiners are prevented from keeping the deadline due to illness or some other circumstance, the examination board may appoint other examiners.

(4) The candidate must include with the submitted Master's thesis a signed declaration in which he/she ensures that he/she wrote the thesis independently, did not use any sources or resources other than those cited, that he/she has clearly indicated as such all information taken from other works - either verbatim or paraphrased - and that the thesis has not been submitted as a whole or in any significant part as part of any other examination process, particularly of the module

"Laboratory Rotations" (in the Master's study program Neural & Behavioural Sciences and Cellular & Molecular Neuroscience) or the Module "Essay / Laboratory Rotations" (in the Master's program Neural Information Processing), and that he/she has not already published the thesis as a whole or in any significant part, as well as that the contents of the electronic file submitted is identical to that of the bound copies submitted.

(5) 1The Master's thesis is assessed by two people as examiners; one of them may be the thesis supervisor. 2§ 14 (1), and insofar as an assessment by more than one person is required, § 14 (4) apply accordingly. 3If assessment by more than one person is required and the individual assessments diverge by more than a whole grade as defined in § 14 (1)(2) or if one is "insufficient," the head of the examination board must obtain a further assessment from a further examiner.

(6) 1For any oral exam which may be required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and any final colloquium which may be required as part of the thesis process, the rules for oral exams apply, unless otherwise set out in the Special Provisions of these exam regulations or in the module handbook. 2They are assessed by two examiners and take place in the additional presence of an observer; for grading, § 14 applies.

Passing/ Failing assessment

V.

§ 18 Passing/ Failing assessment

(1) ¹A piece of assessed work passes if it is given the grade of 4 (sufficient); a final exam in a module comprising several graded components passes if the module grade is at least 4 (sufficient) and each component has been graded at least 4 (sufficient). ²The Master's examination and any oral exam which may be required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and any final colloquium which may be required as part of the thesis process pass if they are given the grade of 4 (sufficient) or better; each of these pieces of assessed work must pass.

(2) ³If the candidate fails a piece of assessed coursework or the Master's thesis, the head of the examination board communicates this to him/her, including information on the right to appeal and on whether and to what extent the assessment may be repeated. ²Apart from cases of failure in the Master's examination, notification of assessment results may be announced in other ways. ³For any oral exam which may be required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and any final colloquium which may be required as part of the thesis process, the provisions set out respectively in items (1) and (2) above apply accordingly.

(3) ¹If a candidate fails a required piece of assessed work with no option to repeat, he/she may apply for a certificate detailing the assessed and (where applicable) non-assessed coursework he/she has completed along with the grades given as well as the pieces of assessment not achieved, and showing that the candidate did not pass; the application must be accompanied by appropriate documentation and proof that the candidate's enrollment has been terminated. ²This also applies when the candidate's right to be examined has expired because the deadline has passed for completing the work required.

(4) If assessed coursework from other study programs is credited, the provisions of the relevant other degree program apply to the passing and failing of that coursework.

VI. Repetition of failed assessment

§ 19 Repetition of module-specific assessment

(1) ¹Module-specific assessment which results in a fail or which is considered a fail may be repeated once. ²Registration according to § 11 (1) includes conditional registration for the corresponding repeat exam. ³In a repeat exam, only assessment given a grade lower than "sufficient" (4.0) in the previous exam may be repeated; the grades given for the other pieces of assessment in the previous exam are taken into account in the calculation of the grade.

(2) ¹The repeat exam must be taken - in observance of any deadlines set out in the exam regulations for the Master's examination - in the same semester or in the semester following the fail in the first exam or at the latest in the semester after that; it is usually conducted within the time and content framework of the scheduled regular exams. ²Failure to re-take a failed exam will result in a grade of "insufficient" (5.0) unless the failure to re-sit was due to reasons beyond the student's control.

(3) If the failed exam or piece of assessment was conducted at least six weeks before the start of lectures in the following semester and if passing a repeat exam is required for admission to a piece of assessment in the following semester or for attendance at a class in the following semester, the student must be given the opportunity - upon application to the examinations board - to repeat the failed exam in good time so as to be able to be admitted

to the assessment or attend the class.

(4) There must usually be a period of at least three weeks between notification of results in the first exam and the repeat exam.

(5) ¹In the case of a repeat exam which is not conducted within the framework of exams in the following semester, the type of assessment to be completed may diverge from the type of assessment set out in the subject-specific provisions, particularly those in the module handbook, insofar as the subject-specific circumstances require it. ²The student must be notified of the type and volume of assessment to be completed in the repeat exam at the time of notification of the repeat exam date at the latest.

(6) Assessment resulting in a pass cannot be repeated.

§ 20 Repetition of the Master's thesis and other possible oral examinations to be completed in the final phase of the program

(1) ¹A Master's thesis which has failed or which counts as failed may be repeated once; there can be no second repetition. ²The application for a repetition must be submitted two months at the latest after the exam result comes into force; if the student fails to apply in time, his/her right to be re-examined expires, unless the failure to apply is due to reasons beyond the student's control. ³The topic may be rejected only once and that only within the first 2 months of the time allotted for the writing of the thesis; in this case, the allotted time period for the writing of the thesis begins again from the start. ⁴In the case of a repeat exam, a student may reject the topic only if he/she did not make use of the option to reject a topic when writing the first thesis.

(2) An examination of a Master's thesis resulting in a pass cannot be repeated.

(3) For any oral exam which may be required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and any final colloquium which may be required as part of the thesis process, the provisions set out respectively in paragraph 1(1) and (2) and in paragraph 2 above apply accordingly.

VII. Master's overall grade

§ 21 Calculation of the overall grade

(1) If the Master's examination results in a pass, an overall grade is calculated; the relevant decimal grades are to serve as the basis of this calculation.

(2) ¹The Master's overall grade is calculated according to the Special Provisions of these exam regulations. ²For the Master's grade, §14 (2) and §14 (3)(2) apply accordingly, provided that no other provisions are set out in these exam regulations or in the Special Provisions of these exam regulations.

VIII. Certificates

§ 22 Certificate and other documentation

(1) ¹If the candidate has passed the Master's examination, he or she receives a certificate. ²The certificate details the overall grade and the Master's thesis topic. ³The certificate is signed by the head of the Joint Committee responsible for the Master's program and by the head of the board of examiners. ⁴It bears the date of the day on which the last piece of assessment for the Master's examination was completed. ⁵It is issued in German; an English translation will be issued.

(2) ¹The University issues a diploma supplement (DS) in accordance with the Diploma Supplement Model of the European Union, the Council of Europe and UNESCO; it describes the profile of the degree program as well as a transcript of records; each of these is issued in German; an English translation will be issued.

²The transcript of records includes the following:

- modules taken during the course of the Master's program as well as their components and ECTS credit points,
- the grades given in the modules,
- the grade given for the Master's examination and any oral exam required at the end of the Master's degree studies, any oral exam on the contents of the Master's thesis and/or any final colloquium required as part of the thesis process.

³Grades are listed in the form of decimal numbers.

(3) ¹The overall grade is supplemented by a relative grade based on the European Credit Transfer and Accumulation System. ²This can be done in particular by listing an ECTS grade according to the following scale

the best	10%	A
the next 25%		B
the next 30%		C
the next 25%		D
the next 10%		E
failed		F

in the certificate or in the transcript of records or insofar as the necessary data are available in accordance with the ECTS Users' Guide via an ECTS grading table (giving the statistical distribution of grades as percentages of the reference group) in the diploma supplement. ³Details on the relative grade are set out by the examination board with regard to European guidelines.

§ 23 Degree certificate

(1) ¹The candidate receives a Master's degree certificate at the same time as the certificate, including the date. ²It certifies the awarding of the academic degree of Master according to § 2. ³An English translation of the degree certificate will be issued upon application.

(2) The Master's certificate is signed by the head of the Joint Committee responsible for the Master's program and by the head of the board of examiners and bears the seal of the University.

(3) The academic title may only be used after the degree certificate has been issued.

§ 24 Certification in the event of an overall fail

(1) Students who have failed the Master's examination with no option to repeat receive written certification from the examination board, including instructions on the right to appeal.

(2) ¹If the student has failed the Master's examination with no option to repeat, he or she may apply to be issued with certification signed by the head of the examination board, listing the assessed and non-assessed coursework completed and showing that the Master's examination overall was failed with no option to repeat. ²This also applies when the candidate's right to be examined has expired because the deadline has passed for completing the work required for the Master's examination.

IX. Closing remarks

§ 25 Absence, withdrawal, deception, breach of regulations

(1) ¹A piece of assessed work counts as graded “insufficient” if the candidate fails to attend an exam without good reason and without having deregistered him/herself from the exam in the form set out by the examination board and within the period prescribed, or if he/she for no good reason withdraws from the exam after it begins. ²The same applies if a written or practical piece of assessment is not submitted within the allotted time period. ³Deregistration from a written or practical piece of assessment or from the Master's thesis without providing reasons is possible Monday to Friday before the first day of the examination. ⁴In the case of oral exams, deregistration must take place at the latest three working days (not counting Saturdays) before the first day of the relevant examination.

(2) ¹The reasons given for withdrawing or failing to attend must be communicated in writing and at the earliest possible opportunity to the examination board; they must be credible. ²In the case of illness of the candidate or of a child in his/her care, presentation of a doctor's certificate may be required. ³If the reasons are recognized, a new date for the exam will be set. ⁴In such a case, previous existing exam results must be accredited.

(3) ¹If the candidate attempts to influence the result of his/her assessed work using deception or resources which are not permitted, the relevant work will be given a grade of “insufficient” (5.0). ²A candidate who disrupts the regular proceedings of an exam may be excluded from continuing the exam by the examiner or invigilator; in this case the candidate's assessment for that exam will be given a grade of “insufficient” (5.0). ³In severe cases of items 1 and 2, the examination board may exclude the candidate from carrying out further assessment.

(4) ¹The examination board decides on the recognition of reasons for absence or withdrawal. ²Within a time limit of one month, the candidate can request that decisions under paragraph (3) be reviewed by the examination board.

(5) If assessment from other degree programs is credited, the provisions of the relevant other degree program apply to deregistration, absence, withdrawal and deception connected with that assessment.

§ 26 Protection provisions

(1) ¹The opportunity to claim statutory time off under the Maternity Protection Act as well as time off for parenting leave in accordance with the relevant law on parental benefits and on parenting leave (Bundeselterngeld- und Elternzeitgesetz – BEEG) is guaranteed; the board of examiners will decide upon the granting and duration of such deadline extensions upon application. ²The opportunity to meet family care obligations under § 32 (1)(2) LHG is guaranteed; the examination board decides upon the granting and duration of such deadline extensions upon application.

(2) ¹Students who are unable to attend classes regularly or are unable to carry out expected assessed and non-assessed coursework due to lingering illness or due to lingering or permanent disability - without being unable to study - may apply to the examination board to complete their Master's examination within a reasonable period after the planned time limit under these exam regulations. ²The student must stipulate the length of time by which he/she seeks to extend the deadline; the examination board decides on the length of the extension. ³The application must be accompanied by relevant documentation, medical certificates in particular. ⁴The student is obliged to notify the University at the earliest possible opportunity of changes in the prerequisites for extension. ⁵The examination board must check to see whether the changes in the prerequisites for extension mentioned above exist in fact and, if

they do, the board must notify the student at the earliest possible opportunity of the new time limits.

(3) Activities as an elected member of statutory bodies or organs of the University or of student services (Studentenwerk) for at least one year does not have to be taken into account in the calculation of exam time limits; the decision rests with the University President.

§ 27 Invalidity of an examination or assessed coursework

(1) ¹If the candidate has used deception in a piece of assessed work, the grade for that assessed work may be corrected even if the deception becomes known after the certificate has been issued. ²If if required upon that basis, the examination board may in such cases also correspondingly correct other grades, examinations, and pieces of assessment upon which the grade was calculated and if required upon that basis, to declare them “insufficient” (5.0); and if required upon that basis, the examination board may correspondingly correct the overall Master’s grade and if required upon that basis to declare it “insufficient” and the Master’s examination as failed.

(2) ¹If the requirements for admission to an exam or piece of assessed coursework were not met, and the candidate did not intend to deceive, and if the fact becomes known only after the certificate has been issued, this fault is remedied by the candidate having passed the exam or piece of assessed coursework. ²If the candidate deliberately obtained admission wrongfully, the pieces of assessment to which the deception applies may be declared “insufficient” and the grades for them corrected accordingly; for pieces of assessment made up of several components, the overall grades may be corrected accordingly and as required in such cases declared “insufficient” - and the Master's examination declared a fail if therefore required.

(3) ¹The candidate must be given a chance to speak on the matter prior to the decision. ²The option of withdrawing the Master’s degree under statutory provisions remains unaffected by paragraphs (1) and (2) above.

(4) ¹The incorrect certificate as well as any incorrect transcript of records must be confiscated and a new one issued, as applicable. ²Along with the incorrect certificate, the Master’s degree is to be confiscated if the exam or piece of assessment has been declared a fail due to deception under (1) or (2)(2). ³There can be no decision under (1) and (2)(2) after a period of five years starting on the date of the certificate.

(5) Paragraphs (1) - (4) apply accordingly to non-assessed coursework.

§ 28 Inspection of examination files

(1) For one year following the conclusion of the Master's examination process, graduates are guaranteed the right to inspect their Master's thesis and the examiner's reports relating to it as well as the minutes of any oral exam required at the end of their Master’s degree studies, any oral exam on the contents of the Master's thesis and/or any final colloquium required as part of the thesis process.

(2) ¹For the inspection of module-specific written assessed work and/or of the minutes of module-specific oral exams there is usually a time limit of four weeks after notification of the exam results. ²Additionally, general times for inspecting certain pieces of assessed work may be offered.

(3) ¹The relevant applications must be made in writing to the head of the examination board.
²The board of examiners determines the time and date of the inspection.

§ 29 Effective date and transitional arrangements

¹These exam regulations come into effect on the date of their publication in the University of Tübingen's official bulletin, the Amtliche Bekanntmachungen. ²Their first semester of validity is the winter semester 2017/2018. ³Students who commenced their Master's degree studies at the University of Tübingen in one of the programs listed under §1(1) prior to the semester specified above complete their Master's examination in that program under the previously valid exam regulations.

Tübingen, 27 September 2017

Professor Dr. Bernd Engler, President

University of Tübingen exam regulations for the interfaculty study program in **Neural Information Processing** culminating in an examination for a Master of Science (M. Sc.) – Special Provisions –

In accordance with §§ 19 (1)(2)(9), 32 (3) LHG (GBl. 2005, 1), as amended on 1 April 2014 (GBl. p. 99), most recently amended by article 3 of the law dated 9 May 2017 (GBl. Pp. 245, 250), the University of Tübingen Senate on 26 September 2017 passed these Special Provisions of the Study and Exam Regulations for the interfaculty study program Neural Information Processing at the University of Tübingen culminating in an examination for a Master of Science (M. Sc.) degree.

Approved by the President on 27 September 2017.

Contents:

Special Provisions

§ 1 Validity of General Provisions

I. Goals, contents and structure of the program

§ 2 Contents and goals, prescribed minimum period for completion, volume, and start date of program

§ 3 Structure

II. Teaching of material

§ 4 Types of classes within the module

§ 5 Languages of instruction and examination

§ 6 Types of assessment

III. Organization of program

§ 7 Volume of material

IV. Master's examination and overall grade

§ 8 Nature and execution of Master's examination

§ 9 Master's thesis

§ 10 Calculation of the Master's overall grade

V. Closing remarks

§ 11 Effective date and transitional arrangements

§ 1 Validity of General Provisions

University of Tübingen exam regulations for the interfaculty study programs Neural & Behavioural Sciences, Cellular & Molecular Neuroscience und Neural Information Processing culminating in an examination for a Master of Science (M. Sc.) – General Provisions – as amended are part of these exam regulations, insofar as no other special provisions have been made.

I. Goals, contents and structure of the program

§ 2 Contents and goals, prescribed minimum period for completion, volume, and start date of program

(1) The M.Sc. in Neural Information Processing program is a research-oriented program following on from a Bachelor's degree in the field; it allows students to obtain longer-term scientific qualifications aimed at obtaining and increasing knowledge in a systematic and critical way, thereby providing a solidly-based, research-oriented qualification for students in

the area of theoretical and computational Neuroscience. ²The program builds upon the first degree in the field, enabling greater, more in-depth competence. ³The subject comprises theoretical and practical training in the field of systematic neuroscience and neurophysiology, theoretical/ computational neuroscience, and machine learning as well as psychophysics and statistics. ⁴One focus is on the analysis and modeling of neuroscientific data and on obtaining knowledge of current methods in theoretical/ computational neuroscience. ⁵Students are also schooled in academic writing and in verbal presentation of scientific data and are able to read and critically assess current neuroscientific publications. ⁶At the end of their studies students will be able to largely independently plan, conduct, critically evaluate, and summarize in writing neuroscientific experiments in accordance with the valid criteria of good academic practice (see also remarks in the module handbook *Neuronale Informationsverarbeitung*).

(2) ¹The regular duration of study in the Neural Information Processing Master's program is set out in § 1 (5) of the General Provisions of these exam regulations. ²A total of 120 credit points must be obtained to successfully complete this M.Sc. degree program. ³The start of the program (winter or summer semester) is set out in the regulations governing admission and enrollment at the University of Tübingen, as amended.

(3) ¹A prerequisite for enrollment in this Master's program is a first professional higher education qualification (Bachelor's degree) in the subject of Physics, Mathematics, Informatics, Cognition Science or Engineering or in a relevant scientific or engineering subject or an equivalent degree, with a grade of 2.5 or better. ²The board of examiners will decide on the equivalency of a degree and on whether the prerequisite in (¹) above has been met. ³The board of examiners may transfer the making of this decision revocably to the head of the board. ⁴If there is a set number for admission, the statutes may specify that the selection committee formed for the relevant selection process decides instead. ⁵The details may be set out in the selection articles.

(4) ¹A further requirement for the Master's program is competence in English at least the equivalent of level B2 of the Common European Framework of Reference for Languages. ²For the requirement in item 1 above, paragraph (3)(2-5) applies accordingly.

§ 3 Structure

(1) ¹The Master's degree program in Neural Information Processing is structured as a two-year program. ²It concludes with the Master's examination.

(2) ¹Students complete a program of 120 credit points. The program consists of the following modules:

Module number (subject to change, see module handbook)	Compulsory/ Compulsory elective	Module description	Recommended semester (subject to availability and change, see module handbook)	ECTS credits
NIP-01	Compulsory	Theoretical Neuroscience	1st and 2nd	10
NIP-02	Compulsory	Machine Learning	1st and 2nd	10
NIP-03	Compulsory	Data Processing	1st and 2nd	9
NIP-04	Compulsory	The Neuron and Experimental Methods	1st	6
NIP-05	Compulsory	Sensory Systems	1st and 2nd	10

NIP-06	Compulsory	Motor Systems	1st and 2nd	6
NIP-07	Compulsory	Introduction to Current Research	1st and 2nd	5
NIP-08	Required elective	Electives	2nd	9
NIP-09	Compulsory	Essay / Laboratory Rotations	3rd	25
NIP-10	Compulsory	Master's thesis	4th	30

II. Teaching of material

§ 4 Types of classes within the modules

1Classes of the following types in particular may be scheduled:

1. Lectures
2. Seminars
3. Tutorials
4. Problem sheets and PC-based exercises
5. Laboratory practical work

2For classes which are wholly or largely made up of elements of the types listed in (1)(2-5) above, participant numbers may be limited under § 30(5)(1) Landeshochschulgesetz if training could not otherwise be guaranteed in accordance with the regulations or if a limitation is necessary for other reasons of research, teaching or patient care. 3Subject-related techniques in particular are to be taught in these classes along with interdisciplinary, professionally-oriented qualifications. 4In addition, students are to have the opportunity to work in small groups to develop the ability to present the knowledge obtained both verbally and in written form. 5In addition, within the framework of § 30 (5)(1) LHG the right to participate in classes may be restricted or admission to part of the course may be made dependent on the completion of certain coursework, if training could not otherwise be guaranteed in accordance with the regulations or a limitation is necessary for other reasons of research, teaching or patient care.

§ 5 Languages of instruction and examination

1English is the language of instruction and examination in the Neural Information Processing Master's degree program. 2Classes and exams take place in English; students are required to be sufficiently competent in English. 3Classes and exams in required elective modules may take place in German; students choosing these modules are required to be sufficiently competent in German. 4The degree may also be obtained by completing the parts of the program offered in English; it is possible to gain enough credit points in the program's English-language classes to complete the degree, with all compulsory classes held in English and in these mandatory and elective classes the coursework may be assessed in English.

§ 6 Types of assessment

The assessed coursework required in each of the modules is set out in § 3 and/or in the module handbook.

III. Organization of program

§ 7 Volume of material

The required volume of study arises from the General Provisions of the exam regulations, the structure of the program and the modules - particularly from § 3 of the Special Provisions of the exam regulations and/or the module handbook.

IV. Master's examination and overall grade

§ 8 Nature and execution of Master's examination

In addition to the prerequisites set out in the General Provisions of these exam regulations, prerequisites for admission to the Master's thesis process and other possible oral examinations to be completed in the final phase of the program under § 15 of the General Provisions are:

- attainment of a total of 90 ECTS credit points from classes in the modules NIP-01 to NIP-09 (cf. overview § 3).

§ 9 Master's thesis

Provisions governing the Master's thesis are set out in § 17 of the General Provisions of these exam regulations.

§ 10 Calculation of the Master's overall grade

The overall grade of the Master's examination is calculated on 25% of the grade for the Master's thesis module (Master's thesis and any further work required for this module according to the table set out under § 3) and 75% of the average (as weighted by credit points) of the grades of the other graded modules, taking account of the further provisions in § 21 of the General Provisions of these exam regulations.

V. Closing remarks

§ 11 Effective date and transitional arrangements

¹These exam regulations come into effect on the date of their publication in the University of Tübingen's official bulletin, the Amtliche Bekanntmachungen. ²Their first semester of validity is the winter semester 2017/2018. ³The admission regulations in § 2 paragraphs (3) and (4) do not come into effect until the next subsequent admissions procedure. ⁴Students who commenced their Master's degree studies in Neural Information Processing prior to the semester specified in item (2) above complete their Master's examination in that program under the previously valid exam regulations.

Tübingen, 27 September 2017

Professor Dr. Bernd Engler, President