

**General Examination Regulations of the
University of Music and Performing Arts Munich for programmes concluding with the
final qualification designation “Master of Music (M.Mus.)”**

of 24 January 2012

(updated version)

Amended by an amendment to the Statutes of 16 April 2013

Amended by a second amendment to the Statutes of 9 July 2013

Amended by a third amendment to the Statutes of 5 November 2013

Amended by a fourth amendment to the Statutes of 8 April 2014

Amended by a fifth amendment to the Statutes of 28 October 2014

Amended by a sixth amendment to the Statutes 14 April 2015

In accordance with Article 13 Paragraph 1 second sentence in conjunction with Article 61 Paragraph 2 first sentence of the Bavarian Higher Education Act of 23 May 2006 (Bavarian Law Gazette [*Gesetz- und Verordnungsblatt – GVBl*], p. 245), most recently amended by Section 1 of the Act of 23 February 2011 (Bavarian Law Gazette p. 102), the University of Music and Performing Arts Munich issues the following Statutes:

Preliminary remark

All designations of persons and functions in these Statutes shall apply equally to women and men.

Contents

Section 1 Scope of application

Section 2 Purpose of the examinations, course and examination achievements

Section 3 Credits and workload, regular duration of studies

Section 4 Modularisation and description of modules, credit account

Section 5 Admission to examinations, student guidance, removal from the University register (*Exmatrikulation*) on account of failure to achieve the required number of credits

Section 6 Examination committee

Section 7 Examination boards

Section 8 Recognition of competences

Section 9 Consideration of special life situations

Section 10 Special needs of students with disabilities

Section 11 Registration for examinations, deviations from scheduled dates

Section 12 Failure to attend, withdrawal, cheating, breach of rules

Section 13 Shortcomings in the examination procedure, incapacity to attend or complete an examination

Section 14 Invalidity of examinations

Section 15 Written examinations

Section 16 Other kinds of examinations

Section 17 Project work

Section 18 Master’s thesis/Master’s project

Section 19 Assessment of examinations

Section 20 Passing the Master’s examination

Section 21 Repetition of examinations, second attendance at modules already passed

Section 22 Compilation of the overall grade, ECTS grading scale

Section 23 Access to examination files

Section 24 Certificate, report, transcript of records, diploma supplement, documents

Section 25 Entry into force

Section 1 Scope of application

(1) ¹These Statutes contain the provisions concerning examinations and procedures for all examinations to be taken in the course of studies in programmes concluding with the final qualification designation “Master of Music (M.Mus.)” at the University of Music and Performing Arts Munich. ²They apply in conjunction with the corresponding Subject Examination and Study Regulations.

(2) The provisions concerning the programme’s entrance requirements are laid out in the Qualification Statutes of the University of Music and Performing Arts Munich.

Section 2 Purpose of the examinations, course and examination achievements

(1) The individual examinations (course and examination achievements) demonstrate that the essential learning objectives of the respective modules have been fulfilled within the context of the programme objectives.

(2) ¹A course achievement is an individual achievement evaluated as a “pass/fail” – but is not necessarily graded. ²A course achievement is not relevant to the overall grade.

(3) ¹An examination achievement is an evaluated and graded individual achievement. ²An examination achievement is relevant to the overall grade.

(4) The University of Music and Performing Arts Munich awards the degree of “Master of Music (M.Mus.)” to students when they have passed the Master’s degree examination.

Section 3 Credits and workload, regular period of studies

(1) These examination regulations use a credit system based on the European Credit Transfer and Accumulation System (ECTS) for measuring the volume of studies and the students’ workload.

(2) ¹ECTS credits, referred to below as credits, are a quantitative measure of students’ workload. ²They include the instruction itself as well as the time required for preparing and revising the course content (attendance and individual study), examination effort and preparation, including final theses and research projects and, if relevant, internships.

(3) ¹As a rule, 60 credits are awarded per year of study, i.e. 30 credits per semester. ²A credit is equivalent to a workload of between 25 hours and a maximum of 30 hours, which means that the total workload of full-time studies is between 750 and 900 hours per semester.

(4) ¹The requirement for the award of credits is the successful completion of the respective module. ²Details are provided for in the Subject Examination and Study Regulations.

(5) ¹The regular duration of study is four semesters. ²The programme thus comprises a total of 120 credits. ³The courses of instruction are to be scheduled in such a way that students are able to successfully complete the programme within the regular period of study.

Section 4

Modularisation and description of modules, credit account

(1) ¹The programme consists of modules. ²Modules comprise study units that are thematically and temporally self-contained. ³They may consist of different forms of instruction and learning (e.g. lectures, exercises, individual tuition, group tuition etc.). ⁴Credits are awarded for each module depending on the amount of work involved. ⁵A module may comprise the contents of just one semester or a year of study, but may also extend over longer periods.

(2) ¹As a rule, a module concludes with an examination (module examination), or in exceptional cases with several examinations (examinations in partial fulfilment of module requirements). ²A module examination or examination in partial fulfilment of module requirements may consist of an examination achievement or course achievement or a combination of the two. ³Details are provided for in the Subject Examination and Study Regulations.

(3) ¹The award of a certificate of attendance of specific sessions of instruction may be laid down as a requirement for passing a module. ²Details are provided for in the Subject Examination and Study Regulations.

(4) The programme's content and structure are provided for in the Subject Examination and Study Regulations.

(5) The University keeps an account of each student's credits, recording his course and examination achievements (including any grade given and the credits gained as well as a record of "pass/fail") and the credits gained on the basis of certificates of attendance.

Section 5

Admission to examinations, student guidance,
removal from the University register (*Exmatrikulation*) on account of failure to achieve
the required number of credits

(1) ¹ A student is admitted to examinations within the meaning of these Statutes if the admission requirements laid down in these Examination Regulations and in the respective Subject Examination and Study Regulations on module examinations or

examinations in partial fulfilment of module requirements are fulfilled. ²Students may also take examinations in the programme concerned following their removal from the University register (*Exmatrikulation*) if the date of such removal is no more than one year in the past. ³Upon expiry of this deadline, the right to take the examination expires; registration deadlines for examinations remain unaffected.

(2) ¹Any student who has not achieved 50 credits by the beginning of the third semester (deadlines: 1 October/1 April) shall receive a statement in writing to this effect, informing him that he is required to attend a student guidance session. ²The main subject teacher shall be informed to this effect. ³Attendance at the student guidance session is compulsory. ⁴A committee is formed to hold the student guidance session. ⁵The committee consists of two members of the examination committee and the academic dean. ⁶The main subject teacher and possibly other teachers of the student may also be called upon to attend. ⁷Of the two members of the examination committee, one must be a member of the university management. ⁸The student guidance session takes the form of an in-depth individual interview. ⁹The aim of the student guidance session is to provide the student with support with problems with the programme and to enable him to study at the university in a regular and target-orientated way. ¹⁰A record shall be kept of the interview, indicating the day, time and place of the interview, the names of the committee members and of the student and the main contents discussed. ¹¹The record is to be signed by all members of the committee and to be included in the examination file.

(3) A student who has not achieved 120 credits and has not successfully completed all the required modules by the end of the fourth semester shall be removed from the University register unless the student was not responsible for such failure to meet the deadline.

Section 6 Examination committee

(1) An examination committee shall be formed for the organisation and implementation of examinations.

(2) ¹The members of the examination committee are the President, two Vice-Presidents, two other members of the University who are entitled to act as examiners, who have been appointed by the Senate for a period of three academic years, and the head of the Examination Office. ²The professors have the absolute majority of the votes. ³The examination committee elects a chairperson and a vice-chairperson from its members.

(3) ¹The examination committee ensures implementation of the examinations and adherence to the provisions of the examination regulations. ²It is responsible for all decisions in the examination proceedings, unless determined otherwise. ³The examination committee can transfer the task of performing ongoing examination matters to a member of the examination committee; such transfer may be revoked. ⁴In all other respects, the chairperson of the examination committee is entitled to act alone on behalf of the examination committee in taking decisions that cannot be postponed; he shall inform the examination committee of any such decisions without delay.

(4) ¹The examination committee shall appoint a board and its chairperson for each examination subject. ²The examination committee shall appoint at least one invigilator for each written examination.

(5) The members of the examination committee shall have access to all examinations.

(6) ¹Decisions by the examination committee shall be taken in meetings; invitations to committee meetings shall be issued in writing at least three days before the date of the meeting; an invitation by email is permitted. ²The examination committee has a quorum if, following the orderly issue of an invitation, at least three members who are eligible to vote are in attendance, including the chairperson or his deputy. ³Decisions by the examination committee are taken by the majority of the votes cast at the meeting. ⁴Abstentions, secret ballots and the transfer of voting rights are not permitted. ⁵In the event of a tie, the chairperson has the casting vote. ⁶The regulations of the Bavarian Higher Education Act (*Bayerisches Hochschulgesetz*) or the Bavarian Administrative Proceedings Act (*Bayerisches Verwaltungsverfahrensgesetz*) govern exclusion on account of personal involvement and the obligation to maintain confidentiality.

(7) ¹Decisions in examination matters which may result in the curtailment of the candidate's rights must be made in writing and reasons must be given for them. ²Notifications of decisions on objections are issued by the Chancellor; in legal matters relating to subject examinations, this is done in agreement with the examination committee and after hearing the competent examiner or examination board.

Section 7 Examination boards

(1) ¹The examination boards have the task of holding the examinations specified in the Subject Examination and Study Regulations. ²An examination board must consist of a minimum of two and a maximum of ten examiners; the examination committee may admit advisors who are not eligible to vote. ³An examination board has a quorum if at least two members are in attendance. Section 15 Paragraph 4 second sentence shall remain unaffected.

(2) ¹Any person eligible to hold examinations under Article 62 Paragraph 1 second sentence of the Bavarian Higher Education Act in conjunction with the Higher Education Regulations on Examiners in their respective current versions may be appointed to an examination board. ²If the chairperson of an examination board is also the main subject teacher of the student to be examined, he shall appoint a new chairperson from among the examination board members for this examination. ³This does not lead to loss of the eligibility to vote. ⁴In such case as the main subject teacher of the student to be examined is not a member of the examination board, he may take part as an advisor without the right to vote when his student takes the examination.

(3) ¹The appointment of examiners shall be announced in an appropriate way. ²A change of one or more examiners shortly before an examination that becomes necessary for urgent reasons is permissible. ³If a person who is eligible to act as an

examiner leaves the University, his eligibility to act as an examiner is generally upheld for up to one year.

(4) Section 6 Paragraph 6 third to sixth sentences shall apply mutatis mutandis to voting conduct in an examination, exclusion on account of personal involvement and the obligation to maintain confidentiality.

Section 8 Recognition of competences

(1) ¹Periods of study completed and course and examination achievements gained in another programme of studies at the University of Music and Performing Arts Munich or in programmes of studies at another state or state-recognised university in the Federal Republic of Germany, through successful participation in a distance learning study unit in the context of a programme of studies at a state or state-recognised University in the Federal Republic of Germany or in programmes of studies at foreign universities shall be taken into account unless there are major differences with regard to the competences acquired (learning outcome). ²The same applies to periods of study, course and examination achievements at a state or state-recognised university in Bavaria in the context of other studies under Article 56 Paragraph 6 (1) and (2) of the Bavarian Higher Education Act, in special courses of study under Article 47 Paragraph 3 first sentence of the Bavarian Higher Education Act or at the Virtual University of Bavaria.

(2) ¹Competences acquired in the context of other courses of advanced studies pursuant to Article 56 Paragraph 6 (3) of the Bavarian Higher Education Act or outside the higher education sector may be recognised if they are of equal value. ²Competences acquired outside the higher education sector may replace a maximum of half the competences to be demonstrated.

(3) ¹If achievements in examinations not taken at the University of Music and Performing Arts Munich are taken into account, no overall grade is given. ²If they are taken into account, achievements in examinations in a different programme of studies at the University of Music and Performing Arts Munich shall be included in calculating the overall grade in the Master's examination in accordance with the respective Subject Examination and Study Regulations.

(4) The examination committee shall decide on taking into account periods of study and course and examination achievements.

Section 9 Consideration of special life situations

(1) The relevant provisions of the Maternity Protection Act (*Mutterschutzgesetz – MuSchG*) and the Federal Parental Benefit and Parental Leave Act (*Gesetz zum Elterngeld und zur Elternzeit - Bundeselterngeld- und Elternzeitgesetz – BEEG*) in the respective valid versions are applicable.

(2) ¹Upon application in writing, periods of study in which, for an important reason, studies were impossible or were possible only to a very limited extent, shall not be

counted in respect of the deadlines pursuant to Section 5 Paragraphs 2 and 3. ²Important reasons are in particular illness or the domestic care of seriously ill relatives. ³Evidence to this effect shall be provided and in particular, medical certificates shall be submitted. ⁴The Examination Office may demand a medical certificate from an official doctor.

Section 10 Special needs of students with disabilities

(1) ¹Appropriate consideration is to be taken for the special situation of students with disabilities. ²In particular, students with disabilities are to be granted an extension by up to half of the time permitted for completing written examinations if this is justified by the nature of the disability.

(2) ¹If the student submits a medical certificate substantiating that he is unable to fulfil some or all the course or examination requirements in the envisaged form on account of a lengthy or permanent disability, the examination committee shall allow the student to fulfil the course and examination requirements in a different way. ²The Examination Office can demand a medical certificate.

(3) ¹The examination committee shall decide on cases under Paragraphs 1 and 2 upon application in writing and shall inform the student of the decision in writing. ²The application shall be made at least one month before the respective examination. ³The representative for students with disabilities shall be heard.

Section 11 Registration for examinations, deviation from the scheduled dates

(1) ¹The Examination Office can prescribe registration for particular or for all examinations as well as its form and deadline. ²Students who have not registered for an examination or have not registered in the correct form or by the deadline have no right to take this examination.

(2) The examinations for which registration is required under Paragraph 1, and the form and deadline of the respective registration shall be announced by the Examination Office through the channels customary in the location; an announcement made only online by the Examination Office is sufficient.

(3) Students can deviate from scheduled dates laid down in the Subject Examination and Study Regulations unless these regulations provide otherwise. Section 5 remains unaffected.

Section 12 Failure to attend, withdrawal, cheating, breach of rules

(1) ¹An examination shall be deemed to have been evaluated as “insufficient“ if the candidate does not appear on the date of the examination without good reason or if he withdraws from an examination without good reason. ²The same shall apply if a written examination is not completed within the given time.

(2) ¹Reasons for the withdrawal or failure to attend must be submitted to the Examination Office in writing without delay and these reasons must be substantiated. ²In case of illness, a medical certificate must be submitted, and if requested by the Examination Office, a medical certificate from an official doctor must be submitted.

(3) ¹If the examination committee accepts the reasons, a new date is set. ²Any course or examination achievements already completed are to be counted towards the result in this case; however, this does not apply to individual parts of an examination in a subject not completed in its entirety. ³The examination committee can specify that the examinations not taken have to be taken during the ongoing examination period or no later than during the next examination period.

(4) ¹If the candidate attempts to influence the result of an examination by means of fraud, deception or aids that are not permitted for his own benefit or for the benefit of a third party, the result of the examination concerned shall be deemed to be "insufficient". ²The possession of aids that are not permitted after the examination tasks have been distributed shall be deemed to be an attempt. ³Such an incident is to be documented. ⁴The candidate is to be given an opportunity to make a statement. ⁵A candidate who disturbs the orderly course of the examination may be prevented from continuing the examination by the respective examiner or invigilator; in this case, the result of the examination shall be evaluated as "insufficient". ⁶In serious cases, the examination committee can exclude the candidate from taking any further examinations.

(5) ¹Within three days, the candidate can demand that the decisions taken pursuant to Paragraph 4, first, fifth and sixth sentences are reviewed by the examination committee. ²The candidate is to be notified in writing of any negative decisions without delay; such decisions must be substantiated and accompanied by information on legal remedies.

Section 13

Shortcomings in the examination proceedings, incapacity to attend or complete an examination

(1) If the examination proceedings were subject to shortcomings that influenced the results of the examination, instructions shall be issued upon application by a candidate or ex officio that the examination or parts thereof be repeated by a certain candidate or by all the candidates.

(2) ¹Shortcomings of the examination proceedings or incapacity to take the examination arising before or during the examination must be claimed in writing without delay to the chairperson of the examination committee or the chairperson of the examination board. ²If the incapacity to take the examination arises during the examination, this shall be included in the record. ³After the result of the examination has been announced, shortcomings or incapacity to take the examination can no longer be claimed.

(3) Six months following the completion of the examination, no instructions may be issued ex officio pursuant to paragraph 1 above.

Section 14

Invalidity of examinations

(1) If a candidate has cheated in an examination and if this fact is only established after the certificate has been handed out, the examination committee can correct the grades concerned retrospectively in accordance with Section 12 Paragraph 4 and declare the examination to have been failed in part or in full.

(2) ¹If the conditions for admission to an examination were not fulfilled, without the candidate intending to cheat, and if this fact is only established after the certificate has been handed out, this shortcoming will be remedied through passing the examination. ²If the candidate wilfully effected wrongful admission to the examination, the examination committee may declare the examination to have been failed in part or in full.

(3) The candidate is to be given the opportunity to make a statement before a decision is taken.

(4) ¹The incorrect certificate (including the diploma supplement) is to be recalled and, if necessary, a new one is to be issued. ²The Bachelor's degree certificate is to be recalled together with the incorrect certificate if the examination was declared to have been "failed" on account of the act of deception. ³A decision pursuant to Paragraph 1 and Paragraph 2 second sentence is ruled out after a period of five years from the date of the certificate.

Section 15

Written examinations

(1) In written examinations (e.g. test, term paper/research paper, worksheet), the student is to demonstrate that he is able to recognise a problem within a limited period of time using standard methods of the discipline on the basis of the required basic knowledge and (in the case of invigilated written work) with limited aids, and to find ways of reaching a solution.

(2) In invigilated written work, the invigilator signs a record on the course of the examination.

(3) Provisions are made for the number, content and processing time of the respective written examinations in the Subject Examination and Study Regulations.

(4) ¹Written examination achievements are to be assessed by two examiners.

²Written course achievements are only to be assessed by two examiners if they are to be assessed as a "fail"; if an ungraded written course achievement is assessed to be a "pass" by the second examiner, a third examiner shall make the deciding assessment. ³The assessment process shall not exceed a duration of four weeks.

(5) ¹The examination committee shall decide upon application in writing on exemption from individual examinations on account of a physical impairment. ²Instructions may be issued for an alternative type of examination (oral, practical) to be taken instead.

Section 16 Other kinds of examinations

(1) In (artistic) practical examinations (e.g. practical examination on an instrument, portfolio with compositions, teaching practice), the student is to demonstrate artistic and technical expertise, interpretive ability, a sense of style, creative abilities and, if relevant, pedagogical skills.

(2) ¹In oral examinations (e.g. disputation, colloquium) or oral practical examinations (e.g. aural training), the student shall demonstrate that he recognises the interconnections of the area of examination and is able to classify interdisciplinary and problem-related questions within these interconnections. ²In addition, it is to be established whether the candidate has basic knowledge corresponding to his stage of studies.

(3) The type, number, content and duration of the respective examinations is laid down in the Subject Examination and Study Regulations.

(4) ¹The examination committee shall decide upon application in writing on exemption from individual examinations on account of a physical impairment. ²Instructions may be issued for an alternative type of examination to be taken instead.

(5) ¹A record of every examination shall be kept by a member of the examination board. ²It must contain the date, time and place of the examination, the names of the examiners and the candidate, the subjects of the examination and its result (grade with reasons). ³The record is to be signed by all the examiners and attached to the examination documents.

(6) ¹The respective Subject Examination and Study Regulations shall specify which examinations in the artistic and artistic-pedagogical core subject or in a main subject on a musical instrument are open to members of the University. ²The consultation and announcement of the examination result shall take place in camera.

Section 17 Project work

(1) ¹As a rule, project work demonstrates the candidate's ability to work in a team and in particular to develop, implement and present concepts. ²The candidate is to demonstrate that he is able to define objectives in a major task and to draw up interdisciplinary approaches to a solution and concepts.

(2) The Subject Examination and Study Regulations make provisions for the duration of project work.

Section 18 Master's thesis/Master's project

(1) ¹The Subject Examination and Study Regulations may prescribe that a Master's thesis be written. ²A Master's thesis is intended to show that the candidate is in the position to tackle a problem from his subject independently in accordance with academic methods. ³The subject is specified by a person who is eligible to act as an

examiner (supervisor) to be determined by the examination committee. ⁴The candidate can make proposals concerning the subject. ⁵The subject and its date of issue are to be recorded in the files. ⁶The student shall have the subject of the Master's thesis given to him by 15 July in the summer semester and by 15 January in the winter semester.

(2) ¹The time for preparing the Master's thesis is provided for in the individual Subject Examination and Study Regulations. ²The subject can only be returned once and such return may only take place within two weeks of the subject's issue. ³If the candidate demonstrates that he is/was unable to work on the thesis through no fault of his own, the processing time shall be suspended for the period of inability.

(3) The Master's thesis may also take the form of a piece of group work if the contribution to be assessed made by each individual examinee can be clearly differentiated and assessed on the basis of an indication of sections, page numbers or other objective criteria that make a clear demarcation possible.

(4) ¹Three copies of the Master's thesis shall be submitted to the Examination Office by the deadline; the time of submission shall be recorded in the files. ²The supervisor may generally require, or may require in an individual case, that the Master's thesis is additionally submitted in electronic form and may lay down technical specifications for this. ³If the Master's thesis is not submitted by the deadline, it shall be deemed to be "insufficient".

(5) ¹The Master's thesis shall be written using a computer, shall be bound and shall contain a summary. ²When submitting the thesis, the candidate shall make an assurance in writing that his work, or in the case of a group thesis, his part, which is marked appropriately, was written independently and does not use any sources or aids other than those indicated.

(6) ¹The Master's thesis shall be assessed by two examiners. ²The assessment process may not take longer than a total of four months.

(7) ¹If a Master's thesis is given a grade worse than "sufficient" (4.0), it may only be repeated once, with a new subject. ²It is not permitted to repeat a Master's thesis that has been completed successfully. ³An application shall be made to the Examination Office to repeat the Master's thesis no later than four weeks after the announcement of the grade; in case of failure to apply by this deadline, the final result of the Master's thesis shall be deemed to be a fail. ⁴A return of the subject of the Master's thesis by the deadline specified in Paragraph 2 second sentence is only permissible, however, if the candidate did not make use of this possibility when writing his first thesis.

(8) The deadlines of Paragraphs 2 and 7 are not interrupted by leave of absence or removal from the university register.

(9) ¹In programmes of study in an artistic discipline, the Master's thesis as a rule shall be defined as being a final project (Master's concert or other project). ²Further details are provided for in the relevant Subject Examination and Study Regulations.

Section 19 Assessment of examinations

(1) Examinations are graded, or assessed as being a “pass” or a “fail”.

(2) The following grades are used for grading examinations:

1.0 , 1.2 and 1.4 = very good = an outstanding achievement;

1.6 , 1.8 , 2.0, 2.2 and 2.4 = good = an above-average achievement

2.6 , 2.8 , 3.0 , 3.2 and 3.4 = satisfactory = an average achievement

3.6 , 3.8 and 4.0 = sufficient = a below-average achievement with shortcomings

4.2 , 4.4 , 4.6, 4.8 and 5.0 = insufficient = an achievement with considerable shortcomings, overall an inadequate achievement

(3) ¹In such case as the examiners assess an examination differently, they shall try to reach agreement; if an agreement is not reached, the grade is formed from the arithmetic average of the individual grades. ²The grade is calculated to two decimal places; the third decimal place is not taken into account. ³The examination grade in such a case is expressed as follows:

If the average is

up to 1.50 = “very good”

between 1.51 and 2.50 = “good”

between 2.51 and 3.50 = “satisfactory”

between 3.51 and 4.00 = “sufficient”

lower than 4.01 = “insufficient”

(4) ¹If a module is completed with several examinations (in partial fulfilment of module requirements), the module is only passed if all the designated examinations for that module have been passed unless a way of compensating for failed examinations by good achievements in other examinations is provided for in a module. ²Provisions for the further details are made in the Subject Examination and Study Regulations.

(5) A pass has been achieved in a graded module or examination in partial fulfilment of module requirements when it has been evaluated as being at least “sufficient” (4.00).

Section 20 Passing the Master’s examination

The Master’s examination has been passed if all the required modules have been successfully completed and at least 120 credits have been achieved.

Section 21

Repetition of examinations, second attempt at modules that have been awarded a "pass"

(1) ¹If an examination has been failed or if it is deemed to have been failed pursuant to Section 12, it can be repeated once. ²The repeated examination shall be taken no later than within six months following the notification of failure in the examination.

³This deadline is not interrupted by leave or removal from the University register. ⁴In case of failure to meet the deadline, the examination shall be deemed to have been irrevocably failed unless the student is granted an extension by the examination committee upon written application on account of special reasons for which he is not responsible.

(2) ¹In deviation from Paragraph 1 first sentence, two examinations may be repeated twice. ²The first sentence shall not apply to examinations in the artistic or artistic-pedagogical core subject or in a main subject on a musical instrument. ³The second repeat examination shall be taken on the next scheduled examination date.

⁴Paragraph 1 third and fourth sentences shall apply mutatis mutandis.

(3) If a module concludes with several examinations, only individual examinations that were failed are to be repeated.

(4) ¹The repetition of an examination that has been passed is not permissible.

²Successfully completed modules cannot be retaken.

(5) The notification of failure in an examination shall be accompanied by information on legal remedies.

(6) ¹If an examination has been definitively failed and if the study objective can no longer be achieved, the student shall receive written notification to this effect indicating all his previous course and examination achievements as well as certificates of attendance. ²This notification shall be accompanied by information on legal remedies.

Section 22

Compilation of the overall grade, ECTS grading scale

(1) ¹The overall grade of the Master's examination derives from the arithmetic average of the achievements in examinations laid down and weighted in the respective Subject Examination and Study Regulations. ²Section 19 Paragraph 3 second and third sentences shall be applied, mutatis mutandis.

(2) ¹The ECTS grading scale provides information about the graduate's relative performance and is included in the diploma supplement. ²The indication of the relative grade is based on the respective recommendations of the ECTS Users' Guide. ³There should be a minimum number of graduate cohorts in the reference group, defined by the examination committee. ⁴Unless there is a sufficient number of graduates, no relative grade shall be awarded.

Section 23 Access to examination files

Within one year following completion of an examination, the candidate shall, upon application, be granted access to his written examinations and the comments made on them by the examiners, and to the examination records of the oral and practical examinations.

Section 24 Certificate, report, transcript of records, diploma supplement, documents

(1) ¹Upon successful completion of the Master's examination, the student shall receive a Master's certificate in German and a Master's diploma in English, with the date of the day on which the last module examination or examination in partial fulfilment of module requirements was passed. ²The certificate and diploma announce the award of an academic degree pursuant to Section 2 Paragraph 4. ³The Master's certificate and the Master's diploma shall be signed by the University President and stamped with the University seal.

(2) ¹At the same time as the Master's certificate and the Master's diploma, the student shall receive the Master's report in German with the date of the Master's certificate and the Master's diploma. ²The Master's report shall include the subject of the Master's thesis or the Master's project with the grade achieved in it as well as the overall grade.

(3) The Examination Office shall also issue a transcript of records in German, which includes all the modules completed and the associated module examinations and examinations in partial fulfilment of module requirements including the credits and grades awarded for them.

(4) ¹The Examination Office shall also issue a diploma supplement in English. ²This contains the major contents of the studies on which the degree is based, the course of studies and the degree qualification acquired. ³The diploma supplement shall be stamped with the University seal.

(5) Upon a student leaving the University or changing his course of studies, a certificate shall be issued upon application on his achievements, the assessment thereof and the number of credits achieved.

(6) ¹The University may withhold a certificate, a report, a transcript of records, an academic transcript, a diploma supplement and other documents relating to a course of studies if library media to be returned by the student are neither returned to the University library in spite of repeated reminders, nor their current value replaced. ²The same applies if the student does not fulfil his other obligations towards the University deriving from the regulations for use of the University library or of the reference libraries, and of the Cost Law.

(7) Paragraph 6 first sentence applies mutatis mutandis to electronic keys (transponders) to be returned by the student for buildings and rooms occupied by the University.

Section 25
Entry into force

These Statutes shall enter into force on the day after their announcement.

Issued on the basis of the decision by the Senate of the University of Music and Performing Arts Munich of 24 January 2012 and by authorisation of the President of the University of Music and Performing Arts Munich of 24 January 2012

Munich, 24 January 2012

Professor Siegfried Mauser
President

These Statutes were laid down at the University on 24 January 2012; the laying down was announced on 24 January 2012 by displaying the Statutes at the University. The date of the announcement is 24 January 2012.