

**Framework examination regulations
for the part-time postgraduate Master's degree
programs of the

University for Digital Technologies in
Medicine and Dentistry**

**Château de Wiltz,
Luxembourg**

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The University for Digital Technologies for Medicine and Dentistry (DTMD University), based in Luxembourg, has issued the following framework examination regulations for its part-time postgraduate Master's degree programs:

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I. General part

§1 Scope of application

These examination regulations apply to the part-time postgraduate Master's degree program at the DTMD University for Digital Technologies in Medicine and Dentistry, Luxembourg and regulate the basic structures applicable there in a general section. The Master's program is not undergraduate in the sense of the Bologna Process (degree), but is located in educational pathway 7 of the Bruges-Copenhagen Process. The degree is not a nationally awarded degree, but a degree that has been examined and accredited by a federal German accreditation agency for further education in the sense of the aforementioned European educational process.

The program-specific regulations prescribe the content and requirements of the individual postgraduate Master's degree programs, which take precedence over these General Examination Regulations. The course of study, degree program and module descriptions as well as the orientation guide for students may contain additional information.

§2 Aim of the study program, purpose of the examination

The Master's examination (§ 29) forms the professional specialization postgraduate degree following a regular license to practice medicine, e.g. in accordance with the licensing regulations for doctors of 27 June 2002 (BGBl. I p. 2405), which was last amended by Article 5 of the law of 18 April 2016 (BGBl. I p. 886) or an analogous legal provision in the Grand Duchy of Luxembourg or other EU countries.

The course leading to the Master's examination is intended to teach students the application-related content of the subject in particular, taking into account the general study objectives on the basis of scientific knowledge, to enable them to analyze processes and problems in medical practice and to find professionally justified solutions, while also taking into account interdisciplinary references. The course should develop students' ethical, creative and planning skills and prepare them for the Master's examination.

The Master's examination (§ 29) is intended to determine whether the candidate has acquired the in-depth specialist knowledge required for independent specialized work in the profession, whether he/she is able to gain an overview of specialist contexts and is capable of working independently on the basis of scientific knowledge and methods.

§3 Final title

Upon successful completion of the degree program, DTMD University awards the academic title of postgraduate Master (M.Sc.), depending on the degree program.

II. Admission to studies

§4 Admission and admission requirements

1. Admission to the course is granted to anyone who has completed a university degree, a full license to practice medicine and at least three years of professional experience following their first university degree. In addition, proof of practical experience and sufficient general medical and language skills must be provided upon admission to the course.
2. All higher education and comparable courses of study that are registered in the register of titles ("registre des titres") deposited with the ministry responsible for higher education in accordance with Article 2 of the Law of June 17, 1963 on the protection of higher education titles ("Loi du 17 juin 1963 ayant pour objet de protéger les titres d'enseignement supérieur") are deemed to be completed studies. Holders of a foreign university degree are granted access to studies if the foreign university degree has been recognized by the foreign ministry responsible for higher education.
3. By way of derogation from paragraph 2, access is open to students who do not hold any of the aforementioned qualifications if they either pass a special examination conducted by DTMD University or can refer to professional experience and knowledge that is at least at completed educational level 6 of the European Qualifications Framework (EQF). In the latter case, admission is subject to the submission of a dossier and an interview before an admissions committee appointed for this purpose by the university management.
4. Partial recognition of study modules can be applied for in accordance with VAE ("Validation des Acquis de l'Expérience", recognition of professional skills). A recognition committee consisting of a member of the Presidential Board, a dean/dean of studies and a subject representative/director of studies must be formed for this purpose. Advice from outside the university may be sought. The applicant bears the costs of the procedure. The minimum fee per application for recognition is 800 euros. The Recognition Committee examines and decides on the equivalence of the content of partial credits and modules already completed and those to be completed. A maximum of one quarter of the entire scope of the degree program can be recognized. The applicant must provide sufficient and substantiated information on this. Corresponding documents in English or German must be provided. An unclear presentation is at the expense of the applicant.
5. Sufficient language skills must be demonstrated in the respective language of study. Applicants must ensure and prove to DTMD University that they are able to participate passively and actively in the respective language of instruction as well as in the subject examinations.

§5 Placement test

1. Applicants who have taken a placement test are entitled to begin their studies in a section corresponding to the result of the placement test, provided that this does not conflict with regulations on the allocation of study places.
2. Based on the equivalent performance in the placement test, coursework for the acquisition of proof of participation in courses as well as examinations in module examinations can be waived in whole or in part - up to a maximum of half of the credit points provided for the degree program according to the European Credit Transfer System (ECTS or ECVET). A certificate of the decision will be issued.

3. The Examination Office determines the type, form and scope of the placement test.

§6 Secondary listeners

1. Students who are already enrolled at another university can be admitted to DTMD University upon application as a so-called "Zweithörer" (second student), subject to available places, with the right to attend courses and take examinations during their studies or to study a further degree program.
2. Secondary students who wish to take a course-related examination at DTMD University must submit with their application for admission a certificate from the university at which they are regularly enrolled, stating whether and, if so, which examinations in the degree program they are applying for have already been taken there. This certificate, which must be submitted in duplicate, must state whether the student has passed or failed the specified examinations.

§7 Guest auditor

Guest students may be admitted to courses within the scope of available places, provided that their previous education makes participation appear sensible. Participation in examinations and the provision of certificates of achievement are possible; an examination certificate shall be issued upon payment of a fee to be determined by the Examination Board. The grade levels result from § 21 of these regulations.

III. Study

§8 Standard period of study, duration of study, scope of study

1. The course comprises a standard period of study of four semesters. One academic year consists of two semesters.
2. The course should be completed while working.
3. To successfully complete the degree program, 120 credit points must be earned in accordance with the European Credit Transfer System (ECTS or ECVET). The standard period of study includes the examination period. A workload of 25 to 30 hours is assumed for the acquisition of one credit point.
4. Examinations in discontinued degree programs or according to discontinued examination regulations are offered for four semesters beyond their last regular offering according to the standard course of study. The date of the last regular offering of an examination is determined by the curricula of the last year of study started in the expiring degree program or according to the expiring examination regulations.
5. The modules offered and the recommended course of study can be found in the study plan.
6. Semesters in which students were on leave of absence are not counted towards the standard period of study.
7. Upon written application to the Examination Office, the use of the statutory maternity protection periods, parental leave and the fulfillment of family obligations (in particular the upbringing/care of a minor child or several minor children as well as the

care for dependent relatives) and the special needs of disabled students.

8. Students are generally entitled and obliged to attend all courses that are included in the curricula of their chosen degree programs. Absences must be reported to the Student Service Center, reasons must be given and the student must make up for them appropriately. There is no entitlement to repeat courses vis-à-vis DTMD University.
9. The Examination Office decides on the fulfillment of participation upon written application, which can qualify the absence as sufficiently excused for an important reason, such as under (7). Students must substantiate this in their application. In consultation with the President's Office, the Examinations Office may designate substitute courses (other courses, electronic forms of learning) and the Admissions and Recognition Committee may award credit for courses attended on the basis of evidence. The decisions are recorded.
10. In addition, particularly difficult, especially unforeseen cases of hardship may be considered in justified individual cases in consultation with the Presidential Board and, if available, with student representatives.

§9 Structuring of studies and modularization

1. The degree program has a modular structure. Modules are thematically and chronologically rounded, self-contained study units that lead to a partial qualification related to the respective study objective. Modules can consist of different forms of teaching and learning.
2. The degree program consists exclusively of compulsory modules. Compulsory modules are courses that are the same for all students, i.e. without options.
3. The scope of the compulsory area is 80 credits. In addition, there is the Master's thesis with 30 credits and the colloquium with 10 credits. The content of the modules can be found in the respective module descriptions.
4. The scope of a module is at least five credits. It should be possible to complete a module in one semester, but in a maximum of two semesters.
5. Admission to a module may be made dependent on certain prerequisites, in particular successful participation in another module or several other modules.
6. The successful completion of a module and the awarding of the associated ECVET or ECTS requires the passing of the respective module examinations.

§10 Teaching and learning methods

1. During their studies, students must regularly and actively participate in the courses they have chosen in accordance with the subject-specific regulations and assigned to specific modules. Regular and active participation includes the independent preparation and follow-up of courses. It may also include the completion of assignments for exercise purposes, the recording of experiments or practical work and other forms of participation. The conditions for regular and active participation are announced at the beginning of each course. Courses may be held in a language other than German, either in part or in full, as announced or specified in the module descriptions.
2. Successful participation in courses or modules also requires individual achievements in accordance with §§ 14 ff. of the subject-specific regulations.

3. Modules or sub-modules can be offered in the following teaching and learning formats in accordance with the module descriptions:
 - a. **Lecture**
The lecture serves to present the subject matter in a coherent manner and to convey facts and methods. The lecturer presents and develops the subject matter with the active participation of the students.
 - b. **Hands-on training**
In the practical exercises, the subject matter and the resulting correlations are deepened and practiced in practice. The lecturer leads the course, sets tasks and provides assistance with solutions. Students work individually or in groups.
 - c. **Seminar**
In the seminar, facts, findings and problems are developed in an alternation of lecture, presentation and discussion.
 - d. **Laboratory internship**
In the practical laboratory course, students work independently in groups or individually to find solutions to specific problems. The group size generally depends on the available laboratory space and the respective safety requirements.
 - e. **Project work**
Projects are divided into various work plans that serve to systematically work on the project topic based on a division of labor. The work in the project can be accompanied by courses and practical events in terms of subject system, methodology and its relation to professional practice. The results of the work plans are brought together and critically evaluated in the project. A detailed final report on the project will be produced.
 - f. **Case study**
The understanding of theoretical correlations is trained and deepened by means of exemplary, complex practical problems.
 - g. **External course**
An external course represents the link between the application-oriented course of study and the professional world. It takes place outside the university and is intended to provide insights into the problems of the professional world and their solutions, which are internally related to the subject matter taught at the university.
 - h. **Excursion**
Excursions lasting one or more days in connection with certain courses serve to deepen subject-specific teaching content.
4. The courses are to be selected according to didactic aspects in line with the course content to be taught. They must be coordinated in terms of content and time and should be designed in such a way that students learn to work independently as early as possible.
5. Special forms of work such as role plays and explorations in professional practice should be integrated into the courses or carried out in connection with the courses where appropriate to the subject matter to be taught. This also includes guest lectures.
6. The courses can be accompanied by tutorials. In tutorials, the subject matter of lectures and exercises is deepened in small working groups under the guidance of the responsible lecturer using tasks and cases. No ECVET or ECTS credits can be earned in tutorials.

§11 Credit points (credits) according to ECVET or ECTS

1. Credit points are assigned to each module of a degree program. They are a quantitative measure of the amount of time, consisting of attendance time, preparation and follow-up work as well as examinations and examination preparation, that students of average ability have to invest in order to successfully complete the courses.
2. Credit points are only awarded on successful completion of a module. This means that the full number of points is awarded for each module passed with at least "sufficient" as defined in § 21, regardless of the individual grade achieved. The number of credit points that can be earned in the individual modules, in the Master's thesis and the colloquium can be found in the module descriptions.
3. One credit point according to paragraph 1 corresponds to one credit according to ECVET or ECTS.
4. A credit point account is set up for each student to document the work completed. If a module is passed, the number of corresponding credit points is credited to this account. Within the scope of organizational possibilities, students can view the status of their accounts at any time.
5. Credit points earned at other universities in accordance with ECVET or ECTS are credited on the basis of the recognized equivalence of the underlying coursework and examinations. Otherwise, the provisions of § 21 apply.

IV. Examinations

§12 Audit committee

1. An examination board is to be formed for the organization of the examinations and the tasks assigned by these examinations. The Examination Office supports the Examination Board in the organizational and administrative handling of the examinations. The Examination Board is an independent body of DTMD University. It consists of
 - a. the chairperson,
 - b. their representative,
 - c. another member of the professorial staff,
 - d. a student member.
2. The chairperson, their deputy and the other member listed under paragraph 1 c. are elected from among the professors at DTMD University (Professorium), while the member from among the students is elected by the relevant student parliament. Representatives are elected for the members of the Examination Board - with the exception of the Chairperson and his/her deputy. The term of office for members and their representatives is two years. Re-election is permitted. The Chairperson is also the President of the Examination Office.
3. The examination board ensures compliance with the examination regulations and ensures that the examinations are conducted properly. In particular, it is responsible for deciding on appeals against decisions made in examination procedures. In addition, it makes suggestions for the reform of the examination regulations, the curricula and, if necessary, the study regulations. The Examination Board may revocably delegate all or part of its powers to the Chairperson of the Examination Board.
4. The Audit Committee is quorate if at least one other member is present in addition to the chairperson or their deputy. A committee meeting in the form of a

Conference calls are possible. The Audit Committee decides by simple majority. In the event of a tie, the chairperson has the casting vote.

5. The student members of the Examination Board do not participate in pedagogical and academic decisions, in particular in the crediting and other assessment of coursework and examinations and the appointment of examiners and assessors; they do not participate in the discussion and decision-making on matters concerning the setting of examination tasks or their own examination.
6. The members of the Examination Board have the right to be present when examinations are being taken. This does not apply to student members who are taking the same examination on the same day.
7. The members of the Examination Committee, their deputies, the examiners and the assessors are bound by official secrecy.
8. Decisions of the examination committee and its chairperson must be communicated to the candidates concerned without delay. They must be granted a legal hearing beforehand.

§13 Examiners and assessors

1. The examination board appoints the examiners and assessors. The examiners are independent in their examination activities. They are subject to official secrecy.
2. Only persons who possess at least the qualification to be determined by the examination or an equivalent qualification and, unless objective reasons require a deviation, have exercised a relevant independent teaching activity in the study section to which the examination relates, may examine. An objective reason may exist in particular if a non-member of DTMD University has significantly supervised a Master's thesis written in practice and is therefore to be appointed as a second examiner. In this case, the first examiners must, if necessary, familiarize the second examiners with the circumstances of the examination procedure. Assessors must have the necessary expertise.
3. Candidates may propose examiners for the Master's thesis. The proposal must be taken into consideration as far as possible; however, there is neither a legal right nor a right to justification for the appointment or non-appointment of examiners. The Examination Board ensures that the examination obligation is distributed as evenly as possible among the examiners.
4. The Examination Board shall ensure that candidates are informed of the examiner or examiners in good time. The announcement should be made at the same time as admission to the examination, usually at least two weeks before the examination or the issue of the Master's thesis. Announcement on the virtual university campus is sufficient.

§14 General structure of the examinations

5. The Master's examination consists of the examinations of the compulsory modules listed in §§ 15 ff. as well as the Master's thesis in accordance with § 23 and the colloquium in accordance with § 28.
6. DTMD University ensures that students can complete their studies within the standard period of study by means of the course schedule and courses offered. The examinations for the Master's degree programs take place during the course of study.

§15 Examinations during studies

1. The number and form of the examinations to be taken are included in the module descriptions.
2. The course-related examinations of the DTMD Master's degree programs are usually carried out in the online campus as knowledge tests in multiple-choice form. In addition to the written examination, an oral presentation and/or participation in class may also be relevant for assessment. In individual cases, the lecturer may - in consultation with the examination board - also set a written examination in accordance with § 19 for performance assessment.
3. Course-related examinations serve as timely proof of successful attendance of courses and acquisition of the knowledge and skills imparted in these courses. Within the framework of these examinations, students should demonstrate that they recognize the interrelationships of the respective examination area and are able to classify specific questions in these contexts.
4. The examinations of the compulsory modules take place in module-related form during the course of study. The contents of the respective courses are examined. An examination in accordance with sentence 1 should be taken within the semester in which the course to which the examination relates takes place.
5. For each examination subject, an examination date is scheduled after the relevant course or during the course itself in the online campus. The examination dates are repeated depending on the course. Candidates will be notified of the examination date in good time before the examination in question on the DTMD University virtual campus.
6. Examinations may only be taken by students who are enrolled and not on leave of absence or who are admitted as secondary listeners in accordance with Section 6. The right of guest auditors in accordance with § 7 remains unaffected.
7. Candidates must take part in the examinations activated for them in the Online Campus on the set dates. Registration is not required.
8. Cancellation on the day of the examination is only possible for important reasons, for example due to illness. These must be reported immediately in writing to the examinations department and substantiated. The examination board decides on the recognition of an important reason
9. Deregistration for reasons of illness is only possible upon presentation of a medical certificate c o n f i r m i n g the inability to take the examination. The certificate must be submitted to the examination office immediately, i.e. without undue delay, stating the reason for missing the examination. In cases of doubt, the chairperson of the examination board may request a medical certificate from a public health officer.
10. At the request of the examiner or supervisor, the candidate must identify him/herself with an official ID and the student ID.
11. Examination achievements must be individually assignable. Written examinations - also as multiple-choice examinations -, presentations, hands-on training, assignments, internships, (practical) exercises, oral examinations, lectures or protocols can be considered as examinations. Individual performances also serve to demonstrate media and communication skills. Examinations are generally held in the language in which the module was held, but can also be held in German for foreign-language modules if the lecturer announces this at the beginning of the course.
12. Examinations may also be taken in the form of group work if the contribution of the individual student to be assessed as an individual performance is clearly distinguishable and assessable on the basis of the specification of sections, page numbers or other objective criteria that enable clear differentiation and meets the requirements set out in the subject-specific provisions.

13. In the case of group work, an extension of a maximum of four weeks (in relation to the group work) is possible. Weighty reasons must be presented for an extension. The chairperson of the examination board decides on extensions.
14. The form in which the examination work is to be completed and further details on the procedure, including the individual authorship of the respective examination work, are specified in the module descriptions and examination guidelines. After approval by the Examination Board, the respective lecturers taking the examinations may specify a different e x a m i n a t i o n . The change and type of the new examination must be announced in a suitable form at the beginning of the course, but no later than two weeks before the date on which the examination is to be taken.
15. If there are several graded examinations per module, these are combined into one module grade. The grading of the individual examinations and the determination of the module grades are based on § 21.
16. If a student proves by means of a medical certificate that he or she is unable to complete individual assignments in full or in part in accordance with the specified requirements due to a prolonged or permanent physical or mental disability or pregnancy, the chairperson of the examination board may, taking into account the individual case, allow equivalent individual assignments to be completed in deviation from the specified requirements. Care must be taken to ensure that the examination conditions are designed to compensate for any disadvantages for the disabled and pregnant women as far as possible.
17. Missing an examination date that is binding for the candidate without good cause, breaking off an examination that has already begun and failing to submit the examination on time are d e e m e d t o b e g r a d e d a s "fail" for graded examinations and as "fail" for ungraded individual examinations. This does not apply to discontinuation or late submission for good cause. A medical certificate stating the inability to take the examination and the detailed reason for the inability to take the examination is required in order to assess whether there is good cause for dropping out or failing to submit the examination on time due to illness. The certificate must be submitted to the examinations department immediately, i.e. without culpable delay, stating the examination concerned. The Examination Board decides on the existence of an important reason. In cases of doubt, the Chairperson of the Examination Board may request a medical certificate from a public health officer. Otherwise, § 8 paragraph 7ff. applies.

§16 Seminar papers ("Assignments")

1. A seminar paper (e.g. case study, research) serves to determine whether the candidate is capable of independently completing a practice-oriented task in written form within a specified period of time using scientific and practical methods in the sense of postgraduate advanced training. The topic, scope (e.g. number of pages of the text section) and deadline for submission of the seminar paper are determined by the examiner at the beginning of the semester. Seminar papers are generally only assessed by one examiner. The grade of the seminar paper must be announced to the candidate no later than four weeks after submission of the seminar paper. § Section 25 paragraph 2 applies accordingly.
2. Seminar papers may also be admitted to the examination in the form of a group paper if the contribution of the individual candidate to be assessed as an examination performance is clearly distinguishable and assessable on the basis of the specification of sections, areas of work, page numbers (in the case of seminar papers) or other objective criteria that enable a clear distinction to be made.
3. In the case of case studies, the assessment is based on the written work submitted, the results of which are usually presented in class. The case studies or

Seminar paper topics are determined at the beginning of the respective module. Participants then register for the chosen topic with the lecturer. Section 24 (2) applies accordingly to registration. Registration must take place at least one week before the deadline set by the lecturer. Deregistration is only possible for important reasons, such as illness. Otherwise, § 15 para. 17 applies accordingly.

4. After registration, a presentation date will be set by which the case study must be completed.
5. The case studies are worked on as part of structured self-study and are usually presented during the classroom sessions. The presentation can be included in the grading.

§17 Examination papers

1. In the written examinations, students should demonstrate that they are able to recognize selected problems from the area of their field of study with the usual methods of their subject on the basis of the necessary basic knowledge in a limited time with the permitted aids and find ways to solve them.
2. Written examinations have a minimum duration of 60 minutes and a maximum duration of 240 minutes. Exceptions must be approved by the examination board. The examiner decides on the approval of aids.
3. The examination task for a written examination is usually set by only one examiner. In technically justified cases, the examination task can also be set by several examiners. In this case, the examiners shall jointly determine the weighting of the parts of the examination task in advance and announce it beforehand.
4. As a rule, written examinations are to be assessed by one examiner. The examination board may allow deviations from this rule. The reasons for this must be recorded. If there are several examiners, each examiner shall only examine the part of the written examination that corresponds to his or her specialist area.
5. The examination office must be informed in writing of the assessment of a written examination immediately after the assessment procedure has been completed.

§18 Oral examinations

1. In the oral examinations, students should demonstrate that they recognize the context of the examination area and are able to classify specific questions in this context. The oral examination should also determine whether they have the relevant basic knowledge.
2. Oral examinations are generally held by one examiner in the presence of an expert assessor or in front of several examiners (peer examination) as group examinations or as individual examinations. Each candidate is generally only examined by one examiner per subject. The assessor or the other examiners must be heard before the grades are determined. Oral examinations last a minimum of 15 minutes and a maximum of 60 minutes per student.
3. Minutes are kept of the oral examination. The result must be announced to the student following the oral examination. The assessment of an oral examination must be communicated to the Examination Board in writing within one week of the date of the examination.

- Students who wish to take the same examination in a later examination period will be admitted as listeners, subject to room conditions, unless a candidate has objected when registering for the examination. Admission does not extend to the consultation and announcement of the examination result.

§19 Other forms of examination

- Other forms of examination are the exposé, the oral contribution and participation in class.
- An oral contribution (e.g. presentation, negotiation, moderation) serves to determine whether the candidate is able to independently work on and present a practice-oriented task using scientific and practical methods by means of verbal communication within a specified period of time. The duration of the oral presentation will be announced by the examiner when the topics are distributed. The facts relevant to the grading of the oral contribution must be recorded in a protocol. The grade for the oral contribution should be announced to the candidate as soon as possible after the oral contribution. They are usually assessed by an examiner. Oral contributions may also be admitted to the examination in the form of group work if the individual candidate's contribution to be assessed as an examination performance is clearly distinguishable and assessable on the basis of the specification of sections, areas of work or other objective criteria that enable clear differentiation. § Section 19 (2) sentence 3 applies accordingly.

§20 Repetition of examinations during the course of study

- Course-related examinations, the Master's thesis and the colloquium may be repeated once if the module in question has not been passed.
- The repetition of a course-related examination should generally take place within two semesters of the unsuccessful attempt. However, students are recommended to take the next possible examination date. The Examination Board must ensure that each course-related examination is offered at least once in each academic year.
- In the case of examinations that are not taken as part of the module attended by the student, but are taken in a later semester, the student is not entitled to claim that these examinations are based on the subject and teaching level of the individual lectures attended by the student.
- An examination graded at least "sufficient" or "pass" may not be repeated.

§21 Assessment of examinations, module grades

- Examination performances are to be differentiated by points. The number of points for the individual examinations is determined by the respective examiner, unless otherwise specified in these examination regulations.
- If several examiners are involved in an examination, they shall assess the entire examination performance jointly, unless otherwise stipulated in these examination regulations. If they do not agree on the assessment, the number of points is calculated from the arithmetic mean of the individual assessments.
- The assessment of examination results is based on a points table with subsequent conversion into grades. All decimal places except the first one after the decimal point are deleted without rounding. The grades 0.7 and 5.3 are excluded.

4. The Examination Board may, if deemed appropriate, set different binding grading scales.
5. An individual examination is passed if it meets the requirements of § 15 ff. and, if graded, has been assessed as at least "sufficient" (4.0).
6. If a module is completed with a single examination, this is to be graded in accordance with paragraph 1; the grade is then also the module grade. Otherwise, the module grade is calculated as a weighted arithmetic mean of the points (numerical value) of the individual performances assigned to the respective module (paragraph 3).
7. The Diploma Supplement will contain an ECTS/ECVET grading table. The ECTS/ECVET grading table provides information on the position of the grade of a successful graduate within a specific group of graduates. The reference value DTMD University is the group of graduates from the two academic years prior to the graduation semester as a population. In order to obtain a meaningful grade, DTMD University will include the ECTS/ECVET Grading Table in the Diploma Supplement for the first time two years after completion of the standard period of study of the first year of study.

§22 Recognition of study and examination achievements

1. Study and examination achievements from the same degree programs or comparable degree programs at universities in the Grand Duchy of Luxembourg or the Federal Republic of Germany will be credited upon application.
2. Coursework and examinations completed in other degree programs, at universities in the Grand Duchy of Luxembourg or the Federal Republic of Germany will be credited upon application, provided they do not differ significantly.
3. Coursework and examinations completed at other universities will be credited upon application, provided that they do not differ significantly from those of the degree program in terms of content, scope and requirements. This is not a schematic comparison, but rather an overall consideration and assessment. Equivalency agreements must be observed. If equivalence agreements do not exist, the Examination Board shall decide.
4. Upon application, other knowledge and qualifications can be credited without a grade on the basis of documents submitted. Notwithstanding sentence 1, other knowledge and qualifications acquired in modules of degree programs at DTMD University may be credited with a grade, provided that the module examinations provided for the respective module have been successfully completed.
5. Students who are entitled to commence their studies in a higher semester on the basis of a placement test or recognition test in accordance with § 5 will have the knowledge and skills demonstrated in the placement test or recognition test credited to their coursework without a grade, the corresponding examinations will be waived and a corresponding note will be included in their degree certificate. The findings in the certificate of the placement or recognition examination are binding for the Examination Office.
6. If coursework is credited, the grades are to be adopted as far as possible and included in the calculation of the overall grade. If this is not possible, for example in the case of incomparable grading systems, the note "credited" is included. The crediting is marked on the transcript. The student must submit the documents required for credit transfer.
7. The Chair of the Examination Board is responsible for crediting and deciding whether there is a significant difference. The relevant subject representatives must be consulted before a decision on recognition is made. Rejecting decisions must be justified in writing. Otherwise, § 12 para. 8 applies.

- Crediting is no longer possible if the student has already taken an examination as part of the course or module in question.

§23 Master's thesis

1. In the last semester of study, the student must complete a Master's thesis. The Master's thesis should demonstrate that the candidate is capable of independently working on a practice-oriented task from their subject area within a specified period of time, both in terms of its technical details and its interdisciplinary context, using scientific and practical methods.
2. The topic of the Master's thesis can be issued and first supervised by any full-time or part-time professor with a doctorate who can be appointed as an examiner in accordance with Section 13. At the candidate's request, the Examination Board may also appoint a lecturer with a doctorate who has been entrusted with corresponding tasks as the first or second supervisor in accordance with Section 13 (2). In any case, at least one of the supervisors must be a full-time or part-time professor.
3. With the consent of the Chair of the Examination Board, the Master's thesis may be completed at an institution outside the university if the candidate can be adequately supervised there. The candidate must be given the opportunity to make suggestions regarding the subject area of the Master's thesis and the supervisor.
4. Upon request, the Chair of the Examination Board will ensure that a candidate receives a topic for the Master's thesis in good time. As a rule, the Master's thesis must be written in English or German. Exceptions to this rule must be approved by the Examination Board.
5. The Master's thesis may also be admitted in the form of a group thesis if the individual contribution to be assessed as an examination performance is clearly distinguishable and assessable on the basis of the specification of sections, page numbers or other objective criteria that enable a clear distinction to be made and fulfills the requirements according to paragraph 2.

§24 Admission to the Master's thesis

1. Admission to a Master's thesis at DTMD University is open to those who
 - a. has completed all modules of his or her previous studies.
 - b. fulfills the admission requirements according to § 4, §§ 15 ff. and
 - c. is enrolled at DTMD University for the corresponding degree program or is admitted as a secondary student;
2. At the end of the 3rd semester, the student must independently select 3 possible topics, which will be confirmed by the examiner. Upon confirmation, the student may start working on the chosen topic of the thesis at the time specified in the confirmation.
3. The online campus of DTMD University automatically shows the examination board which students have fulfilled the prerequisites, an application for admission is therefore not necessary and is handled automatically via the processes of the online campus.
4. The Chairperson of the Examination Board and, in cases of doubt, the Examination Board shall decide on admission. Admission is to be refused if
 - a. does not meet the requirements specified in paragraph 1 or
 - b. the documents are incomplete or
 - c. the candidate has definitively failed a scheduled module examination of the degree program or has lost the right to take the examination by missing a resit deadline.

§25 Issuing and processing the Master's thesis

1. The Master's thesis is issued by the Chairperson of the Examination Board. The date of issue is the date on which the Chairperson of the Examination Board announces the topic set by the Master's thesis supervisor to the candidate; the date must be recorded.
2. The processing time (period from issue to submission of the Master's thesis) is at least two months and may not exceed three months. The topic and the task must be such that the Master's thesis can be completed within the specified period. In exceptional cases, the Chair of the Examination Board may extend the deadline by up to four weeks on the basis of a reasoned request submitted before the deadline expires. The supervisor of the Master's thesis should be consulted on the application.
3. The topic of the Master's thesis can only be returned once and only within the first two weeks of the completion period without giving reasons. The topic of the second Master's thesis may only be returned within the deadlines specified in sentence 1 if the student did not make use of this option when writing their first Master's thesis.
4. In the event of a physical disability or pregnancy of the candidate, Section 15 (17) shall apply accordingly.

§26 Submission and assessment of the Master's thesis

1. The Master's thesis must be submitted on time via the online campus in PDF format. It may not be submitted by any means unknown to the Examination Board. The time of submission must be recorded.
2. The Master's thesis must be accompanied by an assurance from the candidate that they have written the thesis - in the case of a group thesis, the part of the thesis marked accordingly - independently and have not used any sources other than those specified; the assurance of independent preparation must also be submitted for data sets, drawings, sketches or graphic representations provided. If this assurance is missing or if the assurance is deliberately submitted incorrectly, the thesis is deemed to have been failed. Master's theses submitted after the deadline are deemed to have been failed.
3. The Master's thesis is generally assessed by two examiners. The grade (numerical value) of the Master's thesis is calculated from the arithmetic mean of the grades awarded by the two examiners, provided the difference does not exceed 2.0. If the difference is more than 2.0 or if the thesis is assessed as "insufficient" by only one of the two examiners, a third authorized examiner is appointed by the Chair of the Examination Board to assess the Master's thesis; in this case, the grade of the Master's thesis is calculated from the arithmetic mean of the two better grades; however, the Master's thesis can only be assessed as "sufficient" or better if at least two grades are "sufficient" or better. The following applies to the calculation of the grade for the Master's thesis
§ 21 accordingly.

§27 Repetition of the Master's thesis

1. A failed Master's thesis can be repeated once. In this case, the period of study subject to fees is extended until the final defense of the Master's thesis. The fee regulations of the matriculation regulations must be observed.
2. A second repetition of the Master's thesis is excluded.

§28 Colloquium

1. The colloquium supplements the Master's thesis and must be assessed independently. It serves to determine whether the candidate is able to orally present and independently justify the results of the Master's thesis, its subject-specific foundations, its interdisciplinary connections and its non-subject-specific references, as well as to assess its significance for practice. The processing of the topic of the Master's thesis should also be discussed with the candidate.
2. The colloquium consists of a short presentation of the Master's thesis and a subsequent expert discussion.
3. Admission to the colloquium can only be granted to those who
 - a. has provided proof of the requirements for admission to the Master's thesis specified in § 24, but has only been enrolled as a student or admitted as a second student in accordance with § 6 when first admitted to the colloquium;
 - b. has completed all modules in the previous degree program and
 - c. the Master's thesis was assessed as at least "sufficient",
4. The application for admission must be submitted to the Chairperson of the Examination Board. The application must be accompanied by evidence of the admission requirements specified in sentence 1, unless they are already available to the Examination Board; furthermore, a declaration of previous attempts to take the relevant examinations and a statement as to whether the admission of listeners is objected to must be enclosed. The candidate may also apply for admission to the colloquium when registering for the Master's thesis; in this case, admission to the colloquium will be granted as soon as the Examination Board has received all the necessary evidence and documents. For admission to the colloquium and its refusal, § 24 applies accordingly.
5. The colloquium is conducted and assessed as an oral examination in accordance with the provisions of § 18. It lasts approximately sixty minutes per candidate and is conducted by the first or second assessor of the Master's thesis or by the first assessor and another examiner or assessor. The colloquium can also be carried out as a group examination by an examiner with an assessor or several examiners (peer examination). Here too, one of the examiners should be the first or second assessor of the respective Master's thesis. In justified exceptional cases, the Examination Board may deviate from the requirement of a first or second examiner. The reasons must be recorded.
6. The colloquium can be repeated once.
7. If the candidate who has failed the colloquium for the first time fails to re-register within three years, the right to take the examination expires, unless the candidate is not responsible for missing the deadline. The examination board shall make the necessary determination.
8. In the event of a physical disability of the candidate, Section 15 (17) shall apply accordingly.

§29 Passing and failing the Master's examination

1. The Master's examination has been passed if all module examinations prescribed by these examination regulations have been passed and the Master's thesis and the colloquium have each been graded as at least "sufficient" and 120 credits have been earned.
2. The Master's examination is deemed to have been definitively failed if a scheduled examination of the degree program, the Master's thesis or the colloquium is deemed to have been definitively "failed" and it is no longer possible to retake this examination. Students who have definitively failed the Master's examination will be exmatriculated immediately.
3. If the Master's examination has been definitively failed, the Examination Board will issue a certificate upon application by the student and upon presentation of the relevant evidence and the certificate of exmatriculation, which contains the successfully completed examinations, their grades and the credit points earned as well as the missing examination achievements and indicates that the Master's examination has not been passed.

§30 Completion of the degree program, determination of the overall grade

1. Students who have successfully completed all modules required for the degree program in accordance with the subject-specific regulations and have earned 120 credits have successfully completed the Master's degree program.
2. An overall grade is calculated for the assessment of the Master's examination, which is made up of the grades for the examinations during the course of study in accordance with § 21 and the grading of the Master's thesis in accordance with § 26 and the colloquium in accordance with § 28.
3. The overall grade of the Master's examination is the arithmetic mean of all module grades. The assessment of the subjects subject to compulsory examinations makes up 80/120 of the final grade, the grade of the Master's thesis and the colloquium 40/120. The overall grade of the Master's thesis and colloquium is made up of 2/4 from the grade of the colloquium and 2/4 from the grade of the Master's thesis.
4. The overall grade for the Master's examination is calculated in the same way as the module grades. § Section 21 applies accordingly.
5. The overall grade for the Master's examination is assigned an ECTS/ECVET grading Table § 21 (7) in addition to the grading.

§31 Master's certificate and Master's diploma

1. A certificate of successful completion of the Master's examination will be issued within four weeks of the final examination.
2. The certificate states:
 - a. the modules taken with the associated credit points and the grade achieved in each case;
 - b. the topic of the Master's thesis, the associated credit points and the grade achieved;
 - c. the colloquium, the corresponding number of credit points and the grade achieved, and
 - d. the overall grade determined in accordance with § 30.
3. The grades listed under a. to d. are shown as decimal grades with one decimal place and in brackets as verbal grades in accordance with Section 21 (5).
4. Examination achievements that have been credited in accordance with § 22 must be indicated on the certificate.
5. The certificate bears the date of the day on which the last examination was completed. It is signed by the chairperson of the examination board.

- At the same time as the certificate, the student will receive a Master's certificate confirming that he or she has passed the Master's examination. This certifies the award of the academic title in accordance with § 3. The certificate must be signed by the President or a Vice-Rector of DTMD University. It shall bear the date of the certificate.

§32 Diploma Supplement

- At the beginning of the semester following the successful completion of the Master's examination, the student will receive a Diploma Supplement.
- The Diploma Supplement contains information on the degree program, its requirements and content, the grading system and the type of degree. It is supplemented by information about the DTMD University and the Luxembourg and/or German study system.
- The ECTS/ECVET grading table determined for the respective degree program is also included in the Diploma Supplement.

§33 Inspection of examination papers

After the assessment of written examination papers has been announced, candidates have the opportunity to inspect them. Various dates are offered for inspection. These will be announced to the candidates in an appropriate manner.

§34 Deception and violation of regulations

- If students attempt to influence the result of an individual assignment by cheating, for example by using unauthorized aids, the individual assignment in question may - depending on the severity of the attempt at cheating - be assessed as "failed" (for ungraded individual assignments) or "insufficient" (5.0) (for graded individual assignments). Anyone who disrupts the acceptance of individual assignments may be excluded from continuing with the individual assignment by the respective lecturer or supervisor following a warning; in this case, the individual assignment in question is deemed to have been assessed as "failed" (for ungraded individual assignments) or "insufficient" (5.0) (for graded individual assignments). The reasons for the exclusion must be recorded.
- Any internal university guidelines on the performance of examinations must be observed. Any violation of these guidelines may be considered cheating.
- Anyone who deliberately violates a provision of these examination regulations relating to cheating on examinations or any internal university guidelines on the performance of examinations may be subject to sanctions. In the event of multiple or particularly serious attempts to cheat, the student's study contract may be terminated and they may be de-registered.
- Decisions are made by the examination board, in the cases of paragraph 3 with the involvement of the university management. Incriminating decisions must be communicated to the person concerned in writing without delay and reasons must be given. Before a decision is made, those affected must be given the opportunity to comment.

§35 Invalidity of examinations

1. If the student has cheated in an examination and this fact only becomes known after the transcript or certificate has been issued in accordance with Section 29 (3), the Examination Board may subsequently correct the result and, if applicable, the grades for those individual performances in which the student has cheated and declare the examination failed in whole or in part.
2. If the requirements for admission to a module in the context of which an examination was taken were not fulfilled without the student intending to deceive about this, and this fact only becomes known after the certificate or attestation in accordance with Section 29 (3) has been issued, this deficiency shall be remedied by passing the examination. If the student has intentionally obtained admission unlawfully, the Examination Board shall decide on the legal consequences.
3. The student must be given the opportunity to comment before a decision is made.
4. The incorrect certificate, the Master's certificate and the Diploma Supplement or the incorrect certificate in accordance with § 31 paragraph 3 must be withdrawn and, if necessary, reissued.

§36 Withdrawal of the Master's degree

The Master's degree may be revoked if it is subsequently established that it was obtained by deception or if essential requirements for the award were mistakenly considered to have been met. § Section 35 applies accordingly. The Examination Board is responsible for the decision.

§37 Provisions on a joint Master's degree (Joint Master's Program, or joint degree for short)

1. The DTMD offers Master's programs in joint supervision with a foreign university (Joint Master's programs). Such a joint Master's program with a foreign university requires that
 - a. an agreement has been concluded with the foreign university on the joint supervision of Master's students and
 - b. admission to the Master's program has been granted in accordance with the DTMD University or the university with which a corresponding contract for the implementation of a Joint Master's Program has been concluded.
2. The Master's thesis can be completed and submitted both at DTMD University and at the foreign university with which a corresponding contract for the implementation of a Joint Master's Program exists.
3. As part of the Joint Master's Program, students should study at the partner university for a maximum of 2 semesters (1 year).
4. The grades are determined in accordance with the regulations of the university at which the respective part of the course is completed. The other university/institution determines the equivalent grades according to its regulations.
5. During the preparation of the Master's thesis, supervision is provided by one university lecturer from DTMD University and one university lecturer from the foreign university. If the Master's thesis has been accepted at DTMD University, it will be forwarded to the foreign university for approval of the continuation of the procedure. If the foreign university gives its approval, the defense of the Master's thesis will take place at DTMD University. In this case, in addition to the

In addition to the foreign supervisor, another member of the foreign university who is authorized to conduct examinations may also be a member of the examination committee instead of a member of the DTMD examination committee. In Luxembourg, the joint examination committee is always chaired by a DTMD university lecturer.

6. If the Master's thesis has been accepted at the foreign university, it shall be forwarded to the Examination Board to which these regulations apply for approval of the continuation of the procedure. If the committee gives its approval, the disputation shall take place at the foreign university in accordance with the regulations there.
7. After successful completion of a joint Master's degree program, a joint certificate of the award of the Master of Science is issued by DTMD University and the foreign university. This certificate bears the signatures and seals required by the regulations of DTMD University and those of the foreign university. A joint certificate may also be replaced by individual certificates from DTMD University and the foreign university, which indicate that both certificates together constitute a joint Master's certificate. If the entitlement to use a postgraduate Master's degree is acquired, this must be indicated in a suitable place on the certificate.

§38 Entry into force and publication

These examination regulations come into force with effect from 19.01.2024. They will also be published in an appropriate manner on the virtual campus of DTMD University.

Luxembourg, January 19, 2024



Prof. Dr. André Reuter University President