Guidelines for the Design of Study Regulations for Consecutive Bachelor’s Programmes

at Chemnitz University of Technology

Study regulations for the degree programme in ...

leading to the award of Bachelor of ... (B. .)

at Chemnitz University of Technology

**dated ...**

In accordance with section 14 paragraph 4 in conjunction with section 37 paragraph 1 of the law governing universities in the Free State of Saxony (Saxon Universities Act - SächsHSG) in the version published on 31 May 2023 (SächsGVBl. (*Saxony Law Gazette*) p. 329), amended by article 2 of the Act of 31 January 2024 (SächsGVBl. p. 83, 87), the Faculty Board for the Faculty of ... *(in agreement with the Faculty Board of the Faculty of …)* of Chemnitz University of Technology has issued the following Study Regulations:

**Table of contents**

**Part 1: General terms**

Section 1 Scope

Section 2 Start of degree programme and standard period of study

Section 3 Admissions requirements

Section 4 Teaching and Learning methods

Section 5 Programme aims

**Part 2: Programme structure and content**

Section 6 Programme structure

Section 7 Programme content

**Part 3: Conduct of the degree programme**

Section 8 Course guidance service

Section 9 Examinations

Section 10 Distance learning and part-time study

##### Part 4: Final provisions

Section 11 Entry into force and publication, *Transitional Regulations*

Annexes: 1. Programme schedule document

2. Module descriptions

In the following, the generic masculine will generally be used for reasons of better legibility. All personal designations apply naturally to all sexes.

### Part 1

### General terms

**Section 1**

**Scope**

These Study Regulations govern the aims, content, structure, sequence and conduct of the degree programme .... leading to the degree of Bachelor of ... at the Faculty of ... at Chemnitz University of Technology based on the respective Examination Regulations (section 9) in effect.

**Section 2**

## Start of degree programme and standard period of study

1. *(A)* degree programme *usually* starts in the winter semester *(and may start in the summer semester)*.
2. The standard period of study for the degree programme is *six* semesters (*three* years). The degree programme comprises modules worth a total of *180* credits (Cr). This equates to an average workload of *5,400* hours of study. **1\***

**Section 3**

## Admissions requirements

Admission requirement for the Bachelor's degree program ... is the general university entrance qualification, a relevant subject-specific higher education entrance qualification or a higher education entrance qualification recognized as equivalent by law. **2*\****

**Section 4**

**Teaching and Learning methods**

1. Teaching and Learning methods may include: lectures (L), seminars (S), tutorials (T), projects (PR), colloquia (CQ), discussion sessions (D), internship or work placement (I), business simulation games (BSG) or study visits (SV). **3\*** Students are expected to prepare for the courses to be attended and to deepen their contents through independent work. The knowledge and skills required for the successful completion of the degree programme are not acquired exclusively by attending courses; rather, additional independent studies are required (self-study).
2. In all forms of teaching and learning in accordance with paragraph 1, e-learning methods may be used, provided that the character of the respective form of teaching and learning is preserved.
3. Classes are conducted in *German,* if necessary illustrated with English-language content. The module descriptions state the classes to be conducted in English*.* **4\***

**Section 5**

**Programme aims**

The programme aims are … **5\***

**Part 2**

**Programme structure and content**

**Section 6**

**Programme structure**

1. The programme comprises *180* credits, which are broken down as follows: **6\***

*1. Core modules:*

*[Module number] [Module name] ……......................, ...* Cr (Compulsory module)

*2. Specialisation modules:*

*From the following specialisation modules, ... modules / modules totalling ... Cr must be selected:*

*[Module number] [Module name] .………………………*...., ... Cr *(Compulsory or Compulsory elective modules)*

*3. Main modules:*

*From the following main modules, ... modules / modules totalling ... Cr must be selected:*

*[Module number] [Module name] …………………….......,* ... Cr *(Compulsory or Compulsory elective modules)*

*4. Supplementary modules:*

*From the following supplementary modules, ... modules / modules totalling ... Cr must be selected:*

*[Module number] [Module name] ………………………*...., ... Cr *(Compulsory or Compulsory elective modules)*

5. Bachelor’s thesis module*:*

[Module number] Bachelor’s thesis, *...* Cr (Compulsory module)

1. The recommended sequence for the Bachelor’s programme in ... at Chemnitz University of Technology within the standard period of study is clear from the chronological timetable in the programme schedule document (see annex 1) and the modular structure of the degree programme.

**Section 7**

**Programme content**

1. *The programme content is ...* **7\***
2. The module descriptions (see annex 2) specify the content, aims, teaching methods, credits and examinations, as well as the frequency and duration of individual modules.

## Part 3

## Conduct of the degree programme

**Section 8**

**Course guidance service**

1. Alongside Chemnitz University of Technology’s Central Course Guidance Service, there is also a faculty student guidance service. The Faculty Board for the Faculty of ... appoints a faculty member to provide this advisory service.
2. Students should seek advice from the course guidance service in the third semester if they have not achieved at least one course assessment at the beginning of the third semester.
3. It is recommended in particular that students seek advice from the course guidance service in the following cases:
   1. *Before the start of the degree programme, especially before taking up part-time studies,*
   2. *Before a foreign study visit,*
   3. *Before an internship or work placement,*
   4. *If they wish to change degree programme or university,*
   5. *If they fail an examination.*

**Section 9**

Examinations

Regulations relating to examinations are laid out in the Examination Regulations for the degree programme in ... leading to the award of Bachelor of ... (B. .) at Chemnitz University of Technology.

**Section 10**

**Distance and part-time study**

Distance learning or part-time study is not proposed. **8\***

## Part 4

## Final provisions

**Section 11**

**Entry into force and publication, *Transitional Regulations 9\****

These Study Regulations apply to students enrolled from the *winter semester* ... onwards.

These Study Regulations enter into force on the day following their publication in the official publications of Chemnitz University of Technology.

Issued on the basis of the decision *(decisions)* of the Faculty Board for the Faculty of ... on ... (, of the *Faculty Board for the Faculty of ... on ...)* and the approval of the University Management of Chemnitz University of Technology on ... .

Chemnitz, (date) ...

The President

of Chemnitz University of Technology

Guidance notes on the Guidelines for the Design of Study Regulations for Bachelor’s Programmes:

The gaps in the text designated by three dots must be completed.

Text in italics indicates choices or additional options.

**1\*** The standard period of study for a Bachelor’s degree programme should amount to 6 semesters. 7 or 8 semesters may also be possible. (If a consecutive Master’s programme is planned, the combined standard period of study comprising the preceding Bachelor’s programme and the Master’s programme must not exceed 10 semesters.)

**2\*** According to section 17 paragraph 11 SächsHSFG further admission requirements may be determined for sport and linguistic degree programmes. Information on further recommended knowledge and qualifications is possible.

**3\*** Additional teaching and learning methods may be specified.

**4\*** As the official language is German, classes will be conducted in German, if necessary illustrated with English-language content*.* By way of exception, English may be specified as the language of instruction in section 4 paragraph 3 sentence 1 of the Study Regulations for degree programmes conducted in English. In place of the illustrative example of English in section 4 paragraph 3 sentence 2 of the Study Regulations, other languages may also be specified.

**5\*** In accordance with section 11 paragraph 1 sentence 1 of the Regulation of the Saxon State Ministry of Science, Culture and Tourism on the accreditation of study courses (Saxon Study Accreditation Regulation - SächsStudAkkVO) of 29.05.2019, amended by the Regulation of 01.07.2021, the qualification objectives and the intended learning outcomes must be clearly stated and must comprehensibly take into account the objectives of higher education mentioned in article 2 paragraph 3 no. 1 of the State Treaty on the Accreditation of Higher Education Institutions - academic (or artistic) qualification, qualification for skilled employment and personal development. According to section 11 paragraph 1 sentences 2 and 3 of the SächsStudAkkVO, the aim of personality development must also include the future civil, political and cultural role of graduates. Graduates are expected to be able to play a decisive role in shaping social processes in a critical and reflective manner, with a sense of responsibility and in a democratic public spirit. According to section 11 paragraph 2 of the SächsStudAkkVO, the subject-specific as well as the academic (or artistic) requirements consist of the aspects of knowledge and understanding (broadening, deepening and comprehension of knowledge), usage, application and production of knowledge or art (utilisation and transfer, academic innovation), communication and cooperation as well as academic (or artistic) self-understanding and professionalism and must be equivalent to the level of qualification obtained. According to section 11 paragraph 3 sentence 1 of the SächsStudAkkVO, bachelor's degree programmes serve to convey scientific fundamentals, methodological competence and occupation-related qualifications and ensure a broad scientific qualification.

**6\*** Under the core, specialisation, main and supplementary modules the module numbers and module names must be listed in accordance with the module descriptions and the credit points (Cr) to be obtained must be indicated. The descriptions as core, specialisation, main modules, etc. are examples for the naming of module groups; a selection or further names and versions are possible when creating the respective study structure. The chosen version must be described accordingly. In accordance with section 12 paragraph 5 sentences 1 and 2 no. 4 of the SächsStudAkkVO, in order to ensure that students can study within the standard period of study, an appropriate assessment quantity and organisation must be provided, where modules should generally be worth at least five credits. This counteracts a fragmentation of the modules, which also results in a high examination burden. Furthermore, the contents of a module are to be measured in a manner that they can be taught within a maximum of two consecutive semesters (section 7 paragraph 1 sentence 2 of the SächsStudAkkVO). In particularly justified exceptional circumstances, a module may also extend over more than two semesters. A deviation from the required minimum size of a module of five credit points or from the maximum module period of two semesters requires justification in terms of content and didactics, and must be presented in the criteria grid (see resolutions of the Senate of Chemnitz University of Technology of 28.01.2020).

Provided that elective modules are available, the following wording may be used: “To broaden students’ choice, modules worth a total of up to ... credits may be selected. These additional credits do not count towards the degree.” The number of credits that is required in any case may only be exceeded by a number that is smaller than the number of credits awarded to the smallest elective module. In the development of the study structure, modules are to be designed in such a way that 27 to 33 credit points are acquired per semester (determined by the Senate of Chemnitz University of Technology by resolution of 28.01.2020). In accordance with section 12 paragraph 1 sentence 4 of the SächsStudAkkVO, the study course concept must create suitable framework conditions to promote student mobility, which provide students with the opportunity to visit other universities without losing time. An appropriate course structure must ensure that students are able to spend time abroad without compromising or extending their studies.

**7\*** The overall content of modules must be mapped to the aims (cf. explanations under 5\*).

**8\*** If there is provision for part-time or distance learning, the relevant regulations must be incorporated.

Proposed wording for section 10 paragraph 2 of the Study Regulations where part-time study is permitted:

“There is no provision for distance learning. There is provision for part-time study if so required by employment, special family circumstances or particular health issues. The examination board shall decide on admission to part-time studies if there are other valid reasons. For part-time study, the average work load per semester is 50% of the full-time degree programme.”

In this case, further additions are required:

- A further programme schedule document for part-time study can be included as annex 1b to the Study Regulations. If this is not the case, an individual study programme schedule for part-time studies shall be arranged with the student during the subject-specific study counselling.

- Add the cases of section 8 paragraph 3 of the Study Regulations, in which study counselling is recommended, to the case of the intended commencement of part-time studies.

- Add the extended standard period of study and extended time limits to the examination procedures in section 2 paragraph 2 of the Study Regulations, Bachelor’s thesis module as an element of the module descriptions (annex 2 of the Study Regulations), section 1 sentence 1, section 13 paragraph 1 sentence 3 and paragraph 3 sentence 2, section 14 paragraph 1 sentence 4, section 24 paragraph 3 sentence 1, section 26 paragraph 1 of the Examination Regulations

**9\*** Specific transitional provisions may be formulated, particularly in the case of an amendment to existing degree programmes.