

# **Examination Regulations for the Master's Degree Course in Sport and Exercise Psychology (SEP) at Leipzig University<sup>1</sup>**

From ...

Pursuant to the Law on the Freedom of Universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz - SächsHSFG) as amended and promulgated on 15 January 2013 (SächsGVBl. p. 3), and last amended by Article 2 paragraph 27 of the Law of 5 April 2019 (SächsGVBl. p. 245), the University of Leipzig issued the following Examination Regulations on .....

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<sup>1</sup> This English translation is intended to allow English-speaking readers a better understanding of the Examination and Study Regulations. It is solely for information purposes and only the German version is legally binding.

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## **I. General Provisions**

### **§ 1**

#### ***Purpose of the Master's Examination***

The Master's examination is used to determine whether and the extent to which the following objectives of the degree course in Sport and Exercise Psychology were met:

1. Subject-specific and/or occupation-specific focuses with regard to sport and exercise psychology in an international context.
2. Students being able to prove themselves in their specific occupational area in practice and apply the knowledge and skills acquired.
3. Independently tackling a more comprehensive scientific or practical problem with a subject-specific and/or occupation-specific focus.

### **§ 2**

#### ***Regular Period of Study***

The standard period of study is four semesters, comprising one semester of study abroad (30 credits) or optionally a research-oriented internship, module examinations and a Master's thesis. If a double degree is strived for, the extent of credits to be achieved abroad amount to 30 credits to be completed at Thessaly University in accordance with Examination Regulations applicable at Thessaly University.

### **§ 3**

#### **Examination Structure**

- (1) The Master's examination is comprised of the module examinations completed during the Master's degree course and the Master's thesis.
- (2) A module examination normally consists of one, but no more than two, examination components. The examination components of a module examination shall be completed alongside the candidate's degree studies. The examination table (see appendix) mainly shows which module examinations form part of which module, the weighting of the examination components involved in each module and the examination requirements that are to be fulfilled.
- (3) For modules completed as part of the double-degree programme with Thessaly University, examination components must be taken in accordance with regulations applicable at Thessaly University.

### **§ 4**

#### **Deadlines**

- (1) The Master's examination should be completed within the regular period of study. A Master's examination that is not completed within 4 semesters after the end of the regular period of study will be graded as failed.
- (2) A failed module examination can be resat within a year after the completion of the first examination attempt. This period will begin when the examination result is announced. Once this period has expired, the repeat attempt will be graded as failed. The first examination resit can take place in the same semester as the announcement of the examination result but 14 days after the announcement of the result at the earliest. A second examination resit can only take place on the next possible examination date upon application.
- (3) In the case of part-time study, the deadlines will be extended according to the duration of the part-time studies compared to the full-time course in accordance with paragraph 1 and paragraph 2 sentence 1. More information is laid out in the current version of the University-Wide Part-Time Studies Regulation.
- (4) Students are normally informed about the dates of examination components electronically. The dates are normally announced 4 weeks before the respective examination is due to take place.

- (5) Students are always notified of examination results electronically.
- (6) If students fail to meet deadlines for reasons that are not attributable to them, these periods must not be factored into the calculation of the deadlines. This also applies to maternity leave and parental leave periods.
- (7) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 5**

### **General Admission Requirements**

- (1) The module examinations and the Master's thesis of Master's Degree Course in Sport and Exercise Psychology can only be taken and completed by those who
  1. are enrolled on the Master's Degree Course in Sport and Exercise Psychology at Leipzig University

And

  2. have completed the pre-examination requirements laid out in the appendix to the Examination Regulations.
- (2) Students who have not received notification that their admission to the module examinations has been rejected in accordance with paragraph 4 up to one week before they are given assignments and/or complete the examination component will be deemed to have been granted admission to the module examinations. Approval for the Master's thesis will be deemed to have been given when the thesis topic is released.
- (3) Registration for a module also constitutes registration for the module examination. Withdrawal from the module and the associated withdrawal from the module examination can be carried out in writing to the responsible examination office up to 4 weeks before the end of the lecture period at the latest. If notification of withdrawal from the module is submitted within this deadline, all examination components within the module that have already been completed will be classified as not completed. After this, withdrawal from examination is only possible on the basis of important reasons and requires written notification of withdrawal and written approval from the Examination Board.
- (4) Admission to the module examination and the Master's thesis can only be

rejected if:

1. the student has not met the requirements stipulated in paragraph 1
2. the student's documents are incomplete
3. the examination candidate has lost his/her right to take an examination pursuant to the law of the federal state by exceeding the deadline for registration for the examination or completion of the examination.

The reason for the rejection must be specified.

- (5) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 6**

### ***Pre-Examination Requirements***

- (1) Pre-examination achievements (academic achievements that are a special prerequisite for admission to the module examination) are to be completed in the form of written and oral examination components and graded as “passed” or “failed”. Examination components can be taken in electronic form.

Written and oral examination components are, for example:

- Examination (including multiple choice)
- Presentation (15 min)
- Portfolio
- Experiment

Examination (including multiple choice)

The examination is a written examination component in which several possible answers may be correct in a multiple choice procedure, or which may include assignment and ranking tasks. The number of correct answers is usually given.

Presentation (15 min)

The presentation as examination component is an oral lecture on a specific (scientific) topic, including a presentation (e.g., PowerPoint slides, transparencies, posters, etc.). The content of the lecture can refer to theories, models and concepts as well as to research subjects, research methods and designs, as well as to study results.

## Portfolio

On the one hand, the portfolio as examination component can be a comprehensive, constructive report on knowledge, experience or a process. This can be, for example, the presentation of a learning process or the presentation of one's own experience and knowledge. On the other hand, the portfolio as examination component may be an illustrative and informative video on a scientific topic or problem.

## Experiment

An experiment as examination component is a methodically correct and controlled survey of empirical data, according to scientific standards and guidelines. This survey may be instructed/supervised or independently undertaken. The experiment can also include participation in such a survey.

- (2) The necessary pre-examination requirements can be found in the appendix to the Examination Regulations.
- (3) If the examination candidate fails a pre-examination requirement, they may repeat it twice within a semester. If the candidate also fails the repeat attempts, the module will be deemed undocumented.
- (4) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 6a**

### **Electronic Examination Components**

- (1) Examination components may be achieved with the aid of computers. Electronic examination components are carried out in the form of examinations.
- (2) The duration of electronic examinations is specified in the appendix to the Examination Regulations.
- (3) Before taking the examination, students shall be given sufficient opportunity to familiarise themselves with the electronic examination system.
- (4) Before the electronic examination components are conducted, an extensive catalogue of examination questions will be compiled to determine which of the questions are comparable to each other, based on objective criteria such as difficulty, subject association or required completion time, in order to prevent unfair treatment in the event that incomparable questions are posed.

(5) A subsequent proofreading of the electronic preliminary examination must ensure that obvious typing errors in tasks with text entries cannot lead to the evaluation of an answer as incorrect.

(6) In the event of a technical malfunction, appropriate security measures must ensure that none of the work carried out by the candidates is lost. The time lost due to malfunction will be compensated by a corresponding extension of writing time. In special, exceptional circumstances, the Examination Board can stipulate that the examination must be repeated.

(7) The assessment of electronic examination components is subject to § 9 paragraph 3.

(8) Electronic examination components with answer-choice (multiple-choice) questions are permitted. In this case, the examination candidate must respond to the questions presented by indicating which of the listed answers to the questions, he/she believes is correct.

(9) The examiners' tasks consist among other things in choosing the examination material, writing the questions and specifying correct and incorrect answers. In the multiple-choice procedure, the selection of examination material, the elaboration of the questions and the determination of possible answers must be performed by at least two examiners. The examiners must ensure clarity of the proposed responses when designing the questions and answers. Questions which are incomprehensible, contradictory or ambiguous according to their wording are not permitted.

The score which can be achieved for a correctly solved question must be indicated on the solution screen, unless all questions are equally weighted with the same score. The examiners are responsible for the proper execution of the examination and evaluation of the submissions.

(10) Multiple choice examination components are listed as such in the appendix to the Examination Regulations.

(11) Multiple choice examinations will be deemed passed if the candidate has achieved at least 50 percent of the possible number of points, or if the number of points achieved by the candidate is no more than 22 percent below the average examination performance of candidates, who sat on the respective examination date.

(12) When students are informed of the results of multiple-choice electronic examination components, they will be notified that this is an automatically generated, single assessment. In addition, he/she must be given the opportunity to contest the results. After receipt of a student's contest statement, the Examination Board must re-grade the examination results. Sentences 1 to 3 do not apply if re-grading is carried out by an examiner.

(13) Electronic examination components may also partially comprise multiple-choice questions. In the case of such examinations, paragraphs 8 to 13 shall apply, accordingly.

## **§ 7**

### **Examination & assessment**

(1) Examination components (Prüfungsleistungen – PL) must be completed in the form of:

1. oral examinations (§ 8)
2. written examinations (§ 9)
3. project work (§ 10)
4. other examination components (§ 11).

(2) Written examinations contain no multiple-choice tasks.

(3) If an examination candidate provides credible evidence that he/she is fully or partially unable to complete examination components within the stipulated deadline or is unable to comply with other examination conditions due to disability or a chronic illness, the examination candidate will be allowed to complete the examination components within an extended deadline or complete equivalent examination components in a different form. The presentation of a doctor's certificate and, in cases of doubt, an official medical certificate can be demanded. These provisions also apply to study components.

(4) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 8**

### **Oral Examinations**

(1) Oral examinations require examination candidates to prove that they can identify the connections involved in the field being examined and are able to tackle special questions and problems according to these connections. Oral examinations are also designed to determine whether the basic knowledge of examination candidates corresponds to the knowledge required at this stage of their degree studies.

(2) Oral examinations must be conducted by several examiners (panel examinations) or by one single examiner accompanied by a competent observer (cf. § 18 paragraph 1 sentence 4) as a group examination or individual examination. A written record of the examination containing the significant subject matters and results of the examination must be produced.



In the case of panel examinations, the mark will be determined by the examiners. In other examinations, the examiner will consult with the observer before deciding on the mark awarded.

- (3) The duration of the oral examination is specified in the appendix to the Examination Regulations.
- (4) The examination candidate must be notified of his/her result after completion of the oral examination.

## **§ 9**

### ***Written Examinations***

- (1) In written examinations, examination candidates should prove that they are able to use the common methods involved in their subject area to solve problems and explore topics on the basis of the required basic knowledge in a limited time and with limited resources. Examination candidates can be given a selection of topics to choose from.
- (2) The duration of written examinations is specified in the appendix to the Examination Regulations.
- (3) Written examinations are normally assessed by two examiners. The final mark awarded for a written examination is based on the arithmetic average of the marks awarded by each examiner. The assessment procedure should take no longer than 4 weeks.
- (4) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 10**

### ***Project Work***

- (1) Project work is designed to provide evidence of a student's ability, especially in terms of the development, implementation and presentation of concepts and, where applicable, his/her ability to work in a team. When completing project work, examination candidates should show that they are able to define objectives and develop interdisciplinary problem-solving approaches and concepts when working on a larger task. Project work is normally comprised of an oral presentation and a written report on or documentation of the project results. The grade awarded for the project work is based on the arithmetic average of the marks achieved for the oral presentation and the written report or documentation of the results.

- (2) § 8 paragraphs 2, 4 and § 9 paragraph 3 apply accordingly to the assessment of project work.
- (3) The duration of the oral presentation and the deadline for the completion of the written report or documentation of the results are specified in the appendix to the Examination Regulations.
- (4) In project work completed as a team, the contribution made by the individual examination candidate must be clearly recognisable and assessable and must meet the requirements stipulated in paragraph 1.
- (5) For modules completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 11**

### ***Other Examination Components***

- (1) Other examination components (WPL) are
  - Paper (6 weeks)
  - Portfolio
  - Review
  - Presentation (15 min)
  - Moderation
  - Scientific poster
  - Internship report
  - Research concept

#### Paper (6 weeks)

The paper as examination component consists of a written assignment in which students deal intensively with a (scientific) topic/problem and present results in a structured written document. The paper can also include the formulation of a research question, the reflection of a group meeting or the description of a learning process (in the sense of a learning diary).

#### Portfolio (processing time 12 weeks)

The portfolio as examination component is an informative, constructive report on specific experiences, knowledge or processes. This can be, for example, the presentation of a learning process or the presentation of one's experience and knowledge. The portfolio consists of eight individual tasks and four group tasks.

Review (6 weeks following occurrence of the event)

A review is a written scientific work in which a scientific topic is critically discussed and in which one's own opinion is included, provided that it is well-founded and comprehensible. This can be, for example, written discussion of scientific articles or the evaluation of research proposals.

Presentation (15 min)

The presentation, as examination component, is an oral report on a specific (scientific) topic including a presentation (e.g., PowerPoint slides, transparencies, posters, etc.). In addition to theories, models and concepts, the content of the presentation can also refer to research subjects, methods and designs, as well as study results.

Moderation (15 minutes)

Moderation, as examination component, includes on the one hand objective and unbiased guidance of a group through a discussion or on the occasion of group work. On the other hand, moderation can also be a short information session on a specific issue or a short summary of an idea (e.g., elevator pitch). Moderation can be performed as a group activity.

Scientific poster (duration 12 weeks)

In a scientific poster, central elements of a scientific topic are presented in a structured and visually stimulating way in poster format. Attention should be paid to appropriate scientific language and adherence to relevant guidelines and standards (e.g., APA standards).

Internship report (duration 24 weeks)

An internship report is a structured report on the knowledge and activities gained during an internship. The report may contain various types of written reporting (e.g., case report, learning diary, observations, data collection, etc.).

Research concept (duration 12 weeks)

A research concept comprises the written description of a possible research project, which takes into account the various aspects of project planning and implementation (e.g., research question, benefits, time and cost management, research methodology, ethical aspects, time planning, etc.).

- (2) § 8 paragraphs 2, 4 and § 9 paragraph 3 apply accordingly to the assessment of other examination components.
- (3) For modules that are completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 12**

### **Assessment of Examination Performance & Calculation and Weighting of Marks**

(1) The grade awarded for the Master's examination is calculated according to the arithmetic average of the marks achieved in the module examinations of the core subject, the elective area and the Master's thesis weighted according to credits. Modules that are not marked are not factored into the final grade. In the case of a double degree, all module examination grades and module examination grades taken abroad will be included in the final grade.

(2) The results of the examination components will be combined to produce a module mark by the Examination Office. The marks awarded for individual examination components will be specified by the respective examiners. § 8 paragraph 2 sentence 3 apply to the assessment of oral examinations. The following marks must be used for the assessment of examination components:

1 = very good	=outstanding performance
2 = good	= performance that significantly exceeds the average requirements
3 = satisfactory	= performance that meets the average requirements
4 = sufficient	= performance that meets the requirements despite a number of shortcomings
5 = insufficient	= performance that does not meet the requirements due to significant shortcomings

(3) In order to differentiate the assessment of examination components, individual marks can be amended by adding or deducting 0.3. The marks of 0.7, 4.3, 4.7 and 5.3 are not permitted.

(4) If a module examination is comprised of several examination components, the module mark is calculated according to the arithmetic average of the mark awarded for the examination components weighted in accordance with the appendix to the Examination Regulations. The individual examination components are weighted by means of the calculation of multiples. Individual examination components of the module examination can generally be offset against each other. If a student passes the module examination, he/she will be awarded the corresponding credits, which will be recorded together with the marks by the Examination Office.

(5) When calculating the mark for the Master's examination, the mark for the examination component and the module mark, only the first decimal place

will be considered; all other positions after the decimal point will be deleted without being rounded up or down.

The module mark is determined as follows:

- |  |                |
|--|----------------|
| 1. for an average of up to and including 1.5 | = very good    |
| 2. for an average of 1.6 to 2.5              | = good         |
| 3. for an average of 2.6 to 3.5              | = satisfactory |
| 4. for an average of 3.6 to 4.0              | = sufficient   |
| 5. for an average of over 4.0                | = insufficient |

(6) Examinations taken abroad which correspond to a different grading system will be transferred in accordance with equivalency recommendations effective at Leipzig University.

(7) The following equivalence table shall be used as basis for the assigning credits earned in the double-degree programme at Thessaly University, to the degree at Leipzig University:

ECTS equivalence	ECTS verbal score	Leipzig University	Thessaly University
A+/A++			
A	excellent		9-10 (A-, A+)
A/A-			
A/B+			
B	very good	1	8-9 (B-, B+)
C	good	2	7
D	satisfactory	3	6
E	sufficient	4	5
FX/F	insufficient	5	4

## **§ 13**

### ***Absence, Withdrawal, Deception and Breaches of Regulations***

- (1) An examination shall be deemed to have been marked "insufficient" (5.0) if the examination candidate misses a binding examination without good cause or withdraws from an examination without good cause. § 5 paragraph 3 shall remain unaffected. Sentence 1 must be applied accordingly if the examination candidate does not complete a written examination or his/her Master's thesis within the stipulated deadline without good cause. If an examination is not marked, it will be graded as "failed".
- (2) The reason specified for the withdrawal from the examination or failure to sit the examination must be immediately submitted in writing and substantiated. If the examination candidate falls ill, the presentation of a

doctor's certificate and, in cases of doubt, an official medical certificate can be demanded. If it affects the candidate's compliance with the deadline for initial registration for an examination, resitting examinations, reasons for failing to sit examinations and compliance with deadline stipulated for examination work, the illness of a family member who is mainly cared for by the examination candidate shall be treated the same as an illness of the examination candidate himself/herself. If the reason for withdrawal from or failure to sit the examination is approved, a new examination date will be arranged. The candidate's existing examination results should be factored into the overall grade in this case.

- (3) If the examination candidate attempts to influence the result of his/her examination performance by means of deception, using sources without naming them, using quotations without labelling them or using aids that are not permitted, the examination concerned will be marked "insufficient" (5.0). If an examination is not marked, it will be graded as "failed". An examination candidate who disturbs the orderly running of an examination can be excluded from continuing the examination by the respective examiner or invigilator; if this occurs, the examination will be marked "insufficient" (5.0). If an examination is not marked, it will be graded as "failed".
- (4) In serious cases of the circumstances described in paragraph 3, the Examination Board can:
1. deem the entire module examination to have been failed or definitively failed
  2. exclude the examination candidate from completing further course and examination components

The examination candidate must be given the opportunity to make a statement before a decision is made.

- (5) The examination candidate must be notified of any decisions that are detrimental to his/her studies immediately in writing. The reason behind such decisions must be provided alongside information on the candidate's right to appeal.

## **§ 14**

### ***Passing and Failing***

- (1) The Master's examination shall be deemed to have been passed when the candidate has completed the required course component, passed the module examinations of the Master's examination and achieved a mark of "sufficient" (4.0) or better for his/her Master's thesis.

- (2) If the examination candidate has not passed the Master's examination, he/she will be provided with a certificate listing the course and examination components completed by the candidate and the marks awarded and specifying that the Master's degree course has not been completed on request and upon presentation of the corresponding evidence.
- (3) A module examination shall be deemed to have been passed if it is awarded a module mark of "sufficient" (4.0) or better. A module examination that has not been marked shall be deemed to have been passed if the examination components have been graded as "passed".
- (4) Notwithstanding § 12 paragraph 4, the examination components that are specifically listed in the appendix must have been marked "sufficient" (4.0) or better or, in the case of an examination that has not been marked, graded as "passed". If they are not passed, these examinations cannot be compensated for but can be factored into compensation for other examination components of the module examination.
- (5) An examination component that has not been marked "sufficient" (4.0) or better or, in the case of an examination that has not been marked, graded as "passed" does not exclude the candidate from continuing the module examination.
- (2) If the examination candidate has failed a module examination or received a mark worse than "sufficient" (4.0) for his/her Master's thesis, the examination candidate will be informed of this in writing. Furthermore, he/she will receive information as to whether and, where applicable, to which extent and by which deadline the examination component or Master's thesis can be repeated.
- (3) For modules that are completed at Thessaly University, regulations valid at Thessaly University shall apply.

## **§ 15**

### ***Resitting Module Examinations***

- (1) Resitting the entire Master's examination as defined in § 3 paragraph 1 is not possible. If a module examination of a compulsory module has been definitively failed, the Master's examination shall also be deemed to have been definitively failed. If a module examination in an elective module has been definitively failed, the Master's examination shall also be deemed to have been definitively failed unless the module is substituted as specified in paragraph 3.
- (2) If the examination candidate fails a module examination, only examination components that have been given the mark of "insufficient" (5.0) can be

repeated. If the examination candidate fails a module examination that has not been marked, only the examination component that has been graded as "failed" can be repeated.

- (4) If the module examination in an elective module has been definitively failed, this can be substituted with another attestable elective module that has been passed.
- (3) For modules that are completed at Thessaly University, the regulations valid at Thessaly University shall apply.

## **§ 16**

### ***Crediting of Study Hours & Study and Examination Performance***

- (1) Course and examination components that have been completed at a university will be factored into the overall grade by the responsible Examination Board on request unless there are significant differences between the skills and expertise acquired. Students must submit the required documents. In the case that previous components are factored into the overall grade as specified in sentence 1, the corresponding study hours must be counted. In the case of a double degree, credits are given on the basis of the Cooperation Agreement.
- (2) Paragraph 1 applies accordingly to study hours and course and examination components completed as part of officially recognised long-distance courses and at other educational institutions.
- (3) Qualifications obtained outside of the degree course will be factored into the overall grade if they correspond to and can substitute parts of the course in terms of their content and requirements.
- (4) If course and examination components are factored into the overall grade, the marks must be transferred into the degree course – insofar as the two grading systems are comparable – and factored into the calculation of the overall grade. In the case of incompatible grading systems, the components will be transferred into the degree course and marked as "passed". The inclusion of a note that the components have been factored into the overall grade on the examination certificate is permitted.
- (5) If components are not factored into the overall grade, this decision must be substantiated in writing by the responsible Examination Board.

## **§ 17**



## **The Examination Board**

- (1) The Examination Board is comprised of members of the Faculty of Sport Science.
- (2) The Examination Board consists of the Chairman/Chairwoman, his/her deputy and up to 5 further members. Up to 4 members are selected from the group of university lecturers, up to 2 members are selected from the group of academic staff and one member is selected from the group of students in the Faculty Board. The selection of the student member is carried out in consultation with the student representatives in Faculty Board. *[Please note: If no faculty is responsible, the selection of the student member is carried out in consultation with the student representatives in the Academic Senate.]* Furthermore, a substitute member must be selected for each member of the Examination Board from his/her group. The members of the Examination Board elect the Chairman/Chairwoman and a Vice-Chairman/Chairwoman from the group of university lecturers. The university lecturers have the majority of the votes. The period of office of the university lecturers and the members of staff is 3 years and the period of office of the student is one year.
- (3) The Examination Board ensures that the provisions of the Examination Regulations are complied with and proposes suggestions as to how the Examination and Study Regulations can be reformed. The Examination Board constitutes a quorum when its meeting was duly convened and the majority of its members are present. The Examination Board passes resolutions in accordance with the majority of votes of the members present. The student member is not involved in determining the examination questions.
- (4) The Chairman/Chairwoman prepares and implements the resolutions of the Examination Board. He/She informs the Faculty Board about the work of the Examination Board, especially with regard to the development of study hours and the distribution of marks. The Examination Board can transfer some of its functions and powers to its Chairman/Chairwoman. This does not, however, apply to decisions on objections.
- (5) In the case of examinations in interdisciplinary modules, the required decisions are made in consultation with the examination board responsible for the other subject.
- (6) The members of the Examination Board have the right to attend examination components. They must inform the examiner about their attendance 14 days before the examination at the latest.
- (7) The members of the Examination Board are subject to an obligation of

official secrecy. If they are not public servants, they must be sworn to secrecy by the Chairman/Chairwoman.

## **§ 18**

### ***Examiners and Observers***

- (1) Only professors and other individuals who are authorised to conduct examinations and have been awarded authorisation to teach in the subject areas that form the focus of the examination components or have been assigned responsibility for the independent execution of teaching tasks will be appointed as examiners. Where appropriate, in accordance with the subject matter of the examination, individuals who are authorised to independently teach only a specific area of an examination subject may also be appointed as an examiner. In special exceptional cases, teaching staff for special tasks and individuals with experience of professional practice and training can be appointed as examiners insofar as this is appropriate for the individual nature of the university examination. Examiners and observers must have at least achieved the qualification awarded for the examination or an equivalent qualification.
- (2) The examination candidate will be informed of the names of the examiners at least 4 weeks before the examination date. Justified deviations are possible and require the consent of the Examination Board.
- (3) § 17 paragraph 7 applies accordingly to the examiners and observers.

## **§ 19**

### ***Master's thesis***

- (1) The Master's thesis should demonstrate that the examination candidate is able to independently use scientific methods to tackle a problem arriving from his/her subject area within a specific period of time. Candidates are expected to explore and discuss the relevant state of research and clearly explain what characterises their own approach and why they chose it during the course of their thesis.
- (2) The Master's thesis is supervised by a professor or another individual authorised to conduct examinations insofar as the individual works in an area relevant to the Master's degree course in Sport and Exercise Psychology at Leipzig University.
  - (1) In the case of the double-degree programme, the Master's thesis will be jointly supervised by a professor or other person eligible to examine at Leipzig University and at the University of Thessaly, whereby the primary supervisor must be selected from the candidate's host university.

- (4) The volume of work involved in the Master's thesis amounts to 25 credits. The thesis must normally be completed alongside the candidate's degree studies during the third and fourth semesters. The Master's thesis must be completed within a period of 23 weeks. The period in which the Master's thesis must be completed can normally be extended by up to 6 weeks by the Examination Board at the request of the student for reasons for which he/she is not responsible and on the basis of a statement submitted by the student's thesis supervisor.
- (5) The topic of the Master's thesis will be released to the examination candidate by the Examination Board at his/her request at the end of the lecture period in the third semester at the latest. The topic and time of the Master's thesis must be put on record. The examination candidate can inform the Examination Board of his/her desired topics. The allocated topic can only be returned once and only within a period of 2 weeks after being released.
- (6) The Master's thesis can also be completed in the form of group work if the contribution by the individual candidate that is to be assessed as an examination component is clearly distinguishable and assessable on the basis of sections, page numbers or other objective criteria that allow a clear distinction to be made and also meet the requirements laid out in paragraph 1.
- (7) The date of submission of the Master's thesis must be put on record. When producing his/her thesis, the examination candidate must ensure that he/she writes it – in the case of group work, his/her personal section of the work – independently and does not use any sources or aids other than those specified.
- (8) The Master's thesis must be submitted in the form of two printed copies and one electronic copy in either German or English. When submitting his/her thesis, the examination candidate must ensure that the electronic version corresponds to the printed version
- (9) In the case of the double-degree programme, one copy of the Master's thesis must be submitted to the host university in printed form in English, and one copy of the Master's thesis must be submitted in electronic form in English to the host and partner universities. The candidate must ensure that the electronic version of the thesis conforms to the printed version.
- (10) The Master's thesis must be independently assessed by 2 examiners, one of whom should be the thesis supervisor.
- (11) The final grade for the Master's thesis will be awarded as follows. If the

marks awarded in the two assessments are "sufficient" (4.0) or better and are not separated by more than 2.0, the final grade will be calculated as the average of these two marks. If the two marks are "insufficient" (5.0), the thesis will be graded as failed. If one of the two marks is "insufficient" (5.0) or the marks awarded in the two assessments are separated by more than 2.0, the Chairman/Chairwoman of the Examination Board will appoint a third assessor. The final grade will then be calculated as the average of the two best marks providing that these marks are "sufficient" (4.0) or better. If two of the three marks are "insufficient" (5.0), the final grade will be "insufficient" (5.0).

- (12) If the grade awarded for the Master's thesis is worse than "sufficient" (4.0), the thesis can be repeated once within the period of a year. This period will begin when the examination result is announced. Once this period has expired, the repeat attempt will be graded as failed. A second repeat attempt can only take place on the next possible examination date upon application. The return of the topic of the Master's thesis within the deadline specified in paragraph 4 is, however, only permitted if the examination candidate has not made previous use of this option.
- (13) The assessment of the Master's thesis is not permitted to take any longer than 6 weeks.
- (14) The Master's thesis will be publicly defended in a colloquium under the responsibility of the supervising institute. A defense will only take place if the Master's thesis has been graded "sufficient" (4,0) or better according to paragraph 11. The candidate must be given the opportunity to view the assessments 2 weeks before the colloquium. The defense is conducted based on submission of the written thesis (i.e., ten-fold submission) and a presentation (maximum 20 minutes). The time for the defense is to be scheduled for one hour.
- (15) As a rule, the defense is to be conducted within 4 weeks of the announcement of the final grade for the written thesis. The date of the defense is determined by the Examination Board, and is communicated to the candidate at least 2 weeks before the examination is to take place. At the same time, the Chairman of the Examination Board officially announces the date to the faculty.
- (16) The defense will be assessed by at least two examiners with a grade in accordance with § 12 paragraph 1, whereby at least one of the examiners should be one of the assessors. Of these two, the Examination Board shall appoint the person who will lead the examination. The consultation and evaluation of the defense are not public events. The main issues and results of the defense are to be recorded and graded in a protocol. The candidate must be informed of the final result at the end of his/her defense.

- (17) In the case of the double-degree programme, attendance of the partner university supervisor is optional.
- (18) The grade given for the defense is calculated as the average of the grades awarded by the examiners. If both grades are "insufficient" (5,0), the defense is graded as failed. A failed defense can be repeated once. A failed defense must be repeated within three months of the result announcement. After 3 months have elapsed, it is no longer possible to repeat the defense, unless the student is deemed not liable for missing the deadline. The repetition of a failed defense is excluded if a final grade of "sufficient" (4,0) or better is achieved according to paragraph 16.
- (19) The final grade of the Master's thesis is comprised of two times the value of the examiners' final grade and one time the value of the colloquium grade.

## **§ 20**

### ***Course Certificate and Master's Degree Certificate***

- (1) The examination candidate will receive a certificate for his/her successfully passed Master's examination without delay and within a period of 4 weeks where possible. The certificate will be awarded together with the candidate's Transcript of Records, which contains a list of the marks and credits awarded for the modules of the Master's degree course and the overall grade.
- (2) The certificate will bear the date on which the candidate completed his/her last examination component and the date on which the certificate was issued. The certificate will also contain the name, date of birth and place of birth of the student, the topic and grade of his/her Master's thesis and the overall grade of his/her Master's examination. The certificate will be created in accordance with the corporate design of Leipzig University.
- (3) Leipzig University will issue a Diploma Supplement (DS) corresponding to the "Diploma Supplement Model" of the European Union/European Council/UNESCO. The study and examination achievements achieved within the framework of the double-degree programme are described in the Transcript of Records.
- (4) At the same time as the Master's examination certificate, the examination candidate will also receive the Master's degree certificate containing the date of the examination certificate. This degree certificate will state that the candidate has been awarded a Master's degree. The Master's degree certificate will be signed by the Chairman/Chairwoman of the Examination Board and the Dean of the Faculty of Sport Science and will be stamped

with the seal of the Faculty of Sport Science. An English translation of the degree certificate must be provided with the original certificate. In the case of a double degree, the Master's degree certificate includes an interwovenness clause stating the joint organisation of the international degree programme.

## **§ 21**

### ***Invalidity of the Master's Examination***

- (1) If the examination candidate has cheated in an examination component and this fact is only revealed after the certificate has been issued, the mark awarded for the examination component can be corrected in accordance with § 13 paragraph 3. The module examination and Master's examination can be deemed to have been failed where applicable.
- (2) If the examination candidate failed to meet the requirements for the acceptance of a module examination with no intent to deceive and this fact is only revealed after the certificate has been issued, this shortcoming will be resolved by the passing of the module examination. If the examination candidate wrongly obtained admission to the module examination with intent, the module examination and Master's examination can be deemed to have been failed.
- (3) The examination candidate must be given the opportunity to make a statement before a decision is made.
- (4) Paragraphs 1 to 3 apply accordingly for the Master's thesis.
- (5) An incorrect certificate must be retracted and a new certificate issued where applicable. The Master's degree certificate, Transcript of Records and Diploma Supplement must also be retracted together with the incorrect certificate. Decisions according to paragraph 1 and paragraph 2 sentence 2 are excluded after a period of 5 years starting on the date of the certificate.

## **§ 22**

### ***Access to Examination Records***

Within a period of a year after completion of the examination procedure, the examination candidate will be provided access to his/her written examination work, the assessment of this work and the examination records after submitting an informal application within a reasonable period of time.

## **§ 23**

### ***Responsibilities of the Examination Board***

The Examination Board is responsible for all of the tasks that must be performed in accordance with these regulations unless specified otherwise. In the double-degree programme, the Examination Board of the Faculty of Sport Science is responsible for examinations taken at Leipzig University.

The Examination Board is particularly responsible for decisions:

1. on the rejection of admission to the module examinations and the Master's thesis (§ 5)
2. on the consequences of violations of the Examination Regulations (§ 13)
3. on the grades of "passed" and "failed" (§ 14)
4. on the crediting of study hours, study and examination components, including the justification of decisions to not credit these hours and components (§ 16)
5. on the appointment of the examiners and observers (§ 18) and the authorisation to issue the Master's thesis (§ 19)
6. on the invalidity of the Master's examination (§ 21)
7. on objections in the examination procedure (§ 24)

## **§ 24**

### ***Right to Objection***

- (1) Any decisions that are detrimental to examination candidates must contain information on the candidate's right to appeal.
- (2) Examination candidates can enter objections to negative decisions within a month after being informed of the decision. Objections must be submitted in writing or as an oral statement to be recorded at the Faculty of Sport Science.
- (3) The Examination Board will come to a decision on the objection within a period of 3 months.

## **II. Specific Provisions**

### **§ 25**

#### **Scope of Study**

- (1) The entire scope of the student workload required for the successful completion of the Master's degree course in Sport and Exercise Psychology corresponds to 120 credits. This total number of credits includes the credits awarded for seminar/lecture hours, private study hours, pre-examination achievements and examinations. One credit is equivalent to a student workload of 30 hours.
- (2) A total of 60 credits will be achieved in each year of study and will be awarded for passed module examinations.

### **§ 26**

#### **Subject Matter, Type and Scope of the Master's Examination**

- (1) The Master's examination is comprised of the examinations for the modules listed in the appendix and the Master's thesis.
- (2) A total of 120 credits are awarded in the Master's degree course, 25 of which are awarded for the Master's thesis.
- (3) The following modules are mandatory:  
Foundations of Sport and Exercise Psychology (1. Semester) (08-SEP-0001)
  - Foundations of Research Theory and Methodology (1. Semester) (08-SEP-0002)
  - Basic Research and Communication Skills (1. Semester) (08-SEP-0003)
  - Application of Sport and Exercise Psychology in Different Settings (2. Semester) (08-SEP-0004)
  - Application of Research Theory and Methodology (2. Semester) (08-SEP-0005)
  - Advanced Research and Communication Skills (2. Semester) (08-SEP-0006)
  - Master Colloquium (4. Semester) (08-SEP-0008)
- (4) In the first semester, general basics of the topics dealt with in Sport and Exercise Psychology are reviewed and supplemented by current research trends and methods. In addition, foundations of research methodology and intercultural communication will be laid and knowledge of specialist terminology in Sport and Exercise Psychology will be expanded.
- (5) In the second semester, a more in-depth study will follow, after which the practical relevance of applied fields of sport and exercise psychology will be dealt with, building on fundamental elements.



- (6) In the third semester of the Master's program, students have the opportunity to choose between a research-oriented internship or a stay abroad comprising 30 credits. In the case of a double degree, a stay abroad at Thessaly University is obligatory. In this case, the university at which the student is first enrolled is referred to as the host university and the other university as the partner university.
- (7) Studies and examinations shall be conducted in English.

## **§ 27**

### ***Master's Degree***

After the examination candidate has passed the Master's examination, he/she will be awarded the academic degree of "Master of Arts" (M.A.)/"Master of Science" (M.Sc.) by the Faculty of Sport Science.

## **§ 28**

### ***Legal Validity and Publication***

- (1) These Examination Regulations will come into force on **1 October 2020**. They will be published in the Official Bulletins of Leipzig University.
- (2) The Examination Regulations were resolved by the Faculty Board of the Faculty of Sport Science on xy.xy.20xy. They were approved by the Rectorate on **xy.xy.20xy**.

Leipzig, Germany, **xy.xy.20xy**

Professor Dr med. Beate A. Schücking  
Rector