

Regulations
Amending the Examination Regulations
for the Master's degree program in Manufacturing Technology (MMT)
at the Department of Mechanical Engineering
at TU Dortmund University from
7 February 2025

On the basis of Section 2 (4) in conjunction with 64 (1) of the Higher Education Act of the State of North Rhine-Westphalia (*Hochschulgesetz NRW*, HG) of 16 September 2014 (GV.NRW. p.547) as last amended by Article 2 of the Act of 19 December 2024 (GV.NRW. p.1222), TU Dortmund University has issued the following regulations:

Article I

The Examination Regulations for the Master's degree program in Manufacturing Technology (MMT) at TU Dortmund University dated 17 November 2023 (AM No. 26/2023, p.7 ff.) are amended as follows:

1. In **Section 8** (Examinations), **subsections 3** and **8** are amended, **subsection 9** is newly inserted, so that the allocation of the following subsections changes accordingly. In addition, the new **subsection 14** is amended as follows:
 - (3) The type, form and scope of the examinations are specified in the module descriptions or are announced by the examiners no later than two weeks after the start of the course. Upon application via the Examination Board, it is possible to deviate for a limited period from the form of delivery originally provided for in the module descriptions of the module handbook in justified cases. The dates for written examinations are set by the Chairperson of the Examination Board and must be as early as possible, usually four weeks before the end of the lecture period. Time slots for oral examinations are announced at least four weeks before the earliest examination date. The individual dates are announced one week before the examination.
 - (8) Examinations are assessed by one examiner. Examinations in written or oral examinations that conclude a degree program and in repeat examinations for which there is no possibility of compensation in the event of final failure are to be assessed by two examiners in accordance with Section 13. In addition, oral examinations must always be conducted by two examiners or by one examiner in the presence of a qualified observer as an individual or group examination.
 - (9) Written examinations within the meaning of subsection 8 are to be assessed separately by both examiners in accordance with Section 18 (1). The grade for the written examination is calculated from the arithmetic mean of the two individual grades. Section 18 (8) applies accordingly. The provisions of Section 20 apply to the assessment of the Master's thesis.

- (14) The obligation of regular attendance may be stipulated for courses whose learning objective cannot be achieved without the active participation of students. When regulating compulsory attendance, the constitutional requirement of proportionality must be observed. A decision on compulsory attendance is made either on the basis of a two-thirds majority of the Department Council or after a positive vote by the Study Advisory Council (*Studienbeirat*) with a simple majority of the Department Council. Compulsory attendance must be stated in the module description in the module handbook. The exact structure of the attendance requirement will be announced to the students in a suitable form at the latest at the beginning of the course.
2. The new **subsection 9** inserted in **Section 8** (Examinations) changes the previous subsection 9 to subsection 10, the previous subsection 10 to subsection 11, the previous subsection 11 to subsection 12, the previous subsection 12 to subsection 13, the previous subsection 13 to subsection 14 and the previous subsection 14 to subsection 15.
3. **Section 12** (Examination Board) **paragraphs 2, 4 and 6** are amended as follows:
- (2) The Examination Board consists of seven members, namely four members from the group of university lecturers/teachers, one member from the group of academic staff and two members from the group of students. The members are elected by the Department Council for two years, the members from the student group for one year. The Examination Board elects the chair and deputy chair from among its members from the group of university lecturers. The Department Council elects representatives for the members of the Examination Board, with the exception of the chair and their deputy, two from the group of university lecturers, one from the group of academic staff and two from the group of students. Re-election is permitted. The composition of the Examination Board is announced by the Dean. If the election of the Examination Board or individual members is invalid after taking office, this shall not affect the legal validity of the previously passed resolutions and official acts; this shall apply accordingly in the event of an incorrect composition of the Examination Board.
- (4) The Examination Board has a quorum if, in addition to the chairperson or deputy chairperson and two other members from the group of university lecturers, at least two other members with voting rights are present. The Examination Board decides by simple majority. In the event of a tie, the chairperson has the casting vote. Abstentions are permitted; they are not counted when determining the majority of votes. Resolutions may be passed by circulation in text form. Student members do not participate in pedagogical-scientific decisions. Such decisions include, in particular, the assessment, recognition of achievements, the determination of examination tasks and the appointment of examiners and observers.

- (6) The meetings of the Examination Board are not public. The members of the Examination Board, including their representatives, the examiners and the observers are subject to official secrecy. If they are not in public service, they must be sworn to secrecy by the Chairperson of the Examination Board. At the invitation of the chairperson, guests may take part in the meetings and votes of the Examination Board; they must also be sworn to secrecy; they are not entitled to make motions or vote.
4. **Section 15** (Failure to attend, withdrawal, deception/cheating and breach of regulations) **subsection 3** is amended as follows:
- (3) If an examination performance is influenced by cheating (e.g., use of unauthorized aids, copying text passages without reproducing them as quotations, copying or having them copied or other assistance in attempts of others to deceive, etc.), this examination is graded as "insufficient" (5.0) or "failed". This also applies to attempted cheating. If an attempt to cheat or an act of cheating as defined in sentence 1 is detected by the supervisors during an examination, the supervisor shall record the attempt to cheat or the act of cheating. The decision as to whether there has been an attempt to deceive or an act of deception and therefore whether the examination has been assessed as "insufficient" (5.0) or "failed" is made by the respective examiner. The principles of prima facie evidence apply. The criminal law principle "in dubio pro reo" does not apply. A candidate who disrupts the proper conduct of the examination may be excluded from continuing the examination by the respective examiner or supervisor, usually after a previous warning. In this case, the examination in question is deemed as "insufficient" (5.0) or "failed". The respective reasons for the decision must be recorded. In serious cases of cheating or disruption, the examination board may exclude the candidate from taking further examinations.
5. **Section 18** (Assessment of examinations accompanying the regular studies, acquisition of credit points, formation of grades) **subsection 12** is amended as follows:
- (12) The overall grade is also shown in the form of a grade according to the European Credit Transfer System (ECTS) or in the form of an ECTS grading table. In addition, ECTS grades can be awarded for all graded examinations. This requires a corresponding decision by the Examination Board.
- The degrees according to ECTS are shown as follows:
- A= usually the best approximately 10 % of successful students;
 - B= usually the next approximately 25 % of successful students;
 - C= usually the next approximately 30 % of successful students;
 - D= usually the next approximately 25 % of successful students;
 - E= usually the next approximately 10 % of successful students.

6. **Section 22** (Certificate, certificates for a change of university) **subsection 1** is amended as follows:
- (1) If the candidate has passed the Master's examination, he/she will be issued with a certificate within 6 weeks of notifying the Central Examination Office that he/she has passed the Master's examination. The certificate shall bear the date of the day on which the last examination was completed. The certificate must include the overall grade of the Master's examination, including the ECTS grade or the ECTS grading table in accordance with Section 16 (8), the topic and grade of the Master's thesis, the modules and module grades as well as the number of credit points (*Leistungspunkte*, LP) earned in the individual modules. For the module "Interdisciplinary Qualification", in addition to the module name and the LP, the names, grades and LP of the individual components/partial assessments are also shown in the certificate. At the candidate's request, additional qualifications within the meaning of Section 21 can be listed, which are not included in the module and overall grade.
7. **Section 23** (Master's Diploma) **subsection 2** is amended as follows:
- (2) The Master's Diploma is signed by the Dean of the Department of Mechanical Engineering and bears the seal of the Department of Mechanical Engineering.

Article II

- (1) These amendment regulations shall be published in the Official Communications of TU Dortmund University and shall enter into force on 1 October 2024.
- (2) It applies to all students enrolled in the Master's degree program in Manufacturing Technology (MMT) at the Department of Mechanical Engineering at TU Dortmund University in accordance with the Examination Regulations for the Master's degree program in Manufacturing Technology (MMT) dated 10 December 2021 (AM 28/2021) and the Examination Regulations for the Master's degree program in Manufacturing Technology (MMT) dated 17 November 2023 (AM 26/2023).

Issued on the basis of the resolution of the Department Council of the Department of Mechanical Engineering dated 29 January 2025 and of the Rectorate of TU Dortmund University of 18 December 2024.

Note

Attention is drawn to the fact that, pursuant to Section 12 (5) of the Higher Education Act of the State of North Rhine-Westphalia (*Hochschulgesetz*, HG NRW), a violation of procedural or formal requirements of the university's regulatory or other autonomous law can no longer be asserted after the expiry of one year from the date of this announcement, unless

1. the regulations have not been duly published,
2. the Rectorate has previously objected to the decision of the committee adopting the regulations,
3. the formal or procedural fault has been notified to the university in advance and the violated legal provision and the fact giving rise to the fault have been indicated, or
4. the legal consequence of the exclusion of the right to complain was not pointed out when the regulations were publicly announced.

Dortmund, 7 February 2025

The President
of TU Dortmund University

Professor Dr. Manfred Bayer