

**Examination regulations  
for the Joint Master's degree program  
Maritime Operations  
at the Western Norway University of Applied Sciences and  
the University of Applied Sciences Emden/Leer**

The Faculty Council of Maritime Studies and Maritime Sciences at Emden/Leer University of Applied Sciences adopted the following examination regulations for the Master's degree program "Maritime Operations" on 07.03.2023 in accordance with § 44 para. 1 sentence 2 of the Lower Saxony Higher Education Act (NHG). These were approved by the Presidential Board of Emden/Leer University of Applied Sciences in accordance with Section 37 (1) sentence 3 no. 5 b NHG on 06.09.2023 and published in Gazette No. 129/2023 on 10.10.2023. These examination regulations cover the share of Emden/Leer University of Applied Sciences in the Joint Master's degree program.

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### **§ 1 Scope of application**

These examination regulations apply to the Joint Master's degree program in Maritime Operations at the Western Norway University of Applied Sciences in Haugesund and the University of Applied Sciences Emden/Leer. They apply to the examinations at Emden/Leer University of Applied Sciences.

### **§ 2 Admission requirements and Enrolment**

(1) Students can be admitted to the Joint Master's degree program in Maritime Operations if they can prove that they meet the admission requirements in accordance with the valid admission regulations for the degree program.

(2) The student is enrolled at both universities.

(3) If the student is exmatriculated at a partner university for reasons for which he/she is responsible, he/she will also be exmatriculated at the other partner university.

### **§ 3 Study objectives**

(1) The aim of the course is to obtain a further professionally qualifying degree through the Master's examination, based on a successfully completed professionally qualifying first degree. The examination is intended to demonstrate a high professional and academic level.

(2) Graduates of the Maritime Operations degree program have:

- Broad and in-depth knowledge in a variety of disciplines, providing an interdisciplinary overview of maritime environmental and offshore technology and its processes. In areas of maritime technology, the operation of ships and maritime structures and their safety and risk assessment based on international research results.
- Graduates are able to understand and identify the challenges in the maritime industry and reflect on them on a scientific basis.
- Graduates are able to apply scientific methods and tools to solve maritime challenges, for example system analysis, cost analysis, cost management and cost control as well as benefit analysis, optimization and risk analyses.
- In addition, graduates can evaluate and analyze the sustainability of developed technologies and propose the most environmentally friendly and resource-saving solution for maritime technical systems, products and processes.
- Managing complex tasks and processes, based on extensive knowledge of the maritime industry, its regulations and laws as well as maritime technology, graduates can independently initiate interdisciplinary, scientific cooperation.

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- Graduates take responsibility for their own academic work and in-depth study.

### **§ 4 University degree**

After passing the Master's examination, Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences award the degree "Master of Science", abbreviated to "M.Sc.". The universities will issue a certificate including a transcript (Annex 2) in English. In addition, a Diploma Supplement will be issued.

### **§ 5 Duration and structure of the degree program**

(1) The period of study in which the course can be completed, including the Master's examination, is four semesters (standard period of study). The maximum period of study is eight semesters.

(2) The degree program has a modular structure. Modules are thematically and chronologically rounded and self-contained study units that lead to a partial qualification related to the respective study objective.

(3) As a rule, 60 credit points are awarded per academic year in accordance with the requirements of the ECTS (European Credit Transfer and Accumulation System). The workload for a full-time course of study is 1,600 working hours per academic year. One credit point therefore corresponds to a workload of 26.67 hours for students.

(4) The curriculum provides for a two-semester in-depth foundation course. The first semester is compulsory at the Western Norway University of Applied Sciences in Haugesund and the second semester is compulsory at the University of Applied Sciences Emden/Leer. These first two semesters prepare the methodological competence for the scientific specialization in the third and fourth semesters. Students can choose the following specializations for the third semester:

- Maritime Technology and Management at the Western Norway University of Applied Sciences in Haugesund
- Sustainable Maritime Operations at the Emden/Leer University of Applied Sciences

The Master's thesis includes an in-depth examination of scientific work as part of the specialization in the third semester.

### **§ 6 Modules and Credit points**

(1) Modules consist of various forms of teaching and learning (e.g. lectures, seminars, exercises, projects, self-study). They usually last one semester, but no longer

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than two semesters. The workload associated with a module may also extend to the non-event period.

(2) The type and scope of the examinations to be taken in a module are set out in Annex 1. A combination of two suitable types of examination is permitted. The content, structure and duration of a module can be found in the module handbook. The regulations in the module handbook are decided by the Examination Board and are to be published in a suitable manner at the university. Where necessary, resolutions must be accompanied by transitional provisions and a date on which they come into force.

(3) The credit points allocated to each module can be found in the module description and in Appendix 1.

(4) A total of 90 credit points must be achieved. In addition, the Master's thesis is worth 30 credit points. The share of the individual modules in the total scope is regulated in Appendix 1, which also shows a recommendation for the sequence of the modules.

(5) 1 In principle, attendance is not compulsory. 2 An obligation to attend courses at Emden/Leer University of Applied Sciences is justified if attendance is necessary in view of the nature of the course and the learning objective it aims to achieve and if the learning objective cannot be achieved by milder means, in particular by means of self-study alone or in private study groups. 3 If such an attendance requirement exists and is not complied with, the student will not be admitted to this examination. 4 Courses with compulsory attendance, the modalities of attendance and the permitted days of absence shall be specified in module handbooks.

### **§ 7 Types and forms of examinations**

(1) The following types of examinations can be taken:

- Written exam (paragraph 2)
- Oral examination (paragraph 3)
- Term paper (paragraph 4)
- Unit (paragraph 5)
- Creation and documentation of computer programs (paragraph 6)
- Test on the computer (paragraph 7)
- Project report (paragraph 8)
- Portfolio (paragraph 9)

(2) A written examination requires the written completion of a set suitable task using the usual methods of the subject in a limited time, with predetermined aids and under supervision. Written examinations can also be carried out in the form of answer-choice procedures. The number of examinations in the answer-choice procedure may not exceed the number permitted by the respective university law. A written examination may also be taken in electronic form. Students shall be given sufficient opportunity to familiarize themselves with the electronic examination system prior to the examination. Data protection regulations must be observed.

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(3) The oral examination takes place in front of two examiners (peer examination) as an individual examination or as a group examination for up to three students at the same time. The main subjects of the examination and the assessment of the performance must be recorded in a protocol. It must be signed by the examiners. The oral examination usually lasts 30 minutes per student. Within the framework of the oral examination, tasks of an appropriate scope may also be set for written treatment, provided this does not negate the character of the examination.

(4) A term paper is the independent written completion of a subject-specific or interdisciplinary task. In suitable cases, the solutions developed may be explained orally at the discretion of the examiner(s).

(5) A presentation is an oral presentation, usually lasting 30 minutes, followed by a discussion of an independent and in-depth written examination (usually 20 pages including bibliography) of a problem from the context of the course, including and evaluating relevant literature.

(6) The creation and documentation of computer programs usually includes

1. the description of the task and its delimitation
2. the development of theoretical prerequisites for working on the task, in particular the selection of suitable methods with the inclusion and evaluation of relevant literature
3. the formulation of the algorithms used in a suitable programming language
4. testing the program with several exemplary data sets and checking the results for accuracy
5. the program documentation, in particular with details of the methods used, the description of the solution, the program protocol (source program) and the results protocol
6. the presentation of the program

(7) In a computer-based test, tasks have to be completed directly on the computer within a specified time (usually 45 minutes or 90 minutes).

(8) A project report is a coherent text or media presentation, usually between 12 and 15 pages or a maximum of 15 slides, of the problems, problem analysis and results of a project as well as the working methods used. The project must be explained in the report in a manner typical of the professional activity. Participation in the project is included in the assessment.

(9) A portfolio comprises a certain number of up to five deliverables (e.g. minutes, thesis paper, review, learning diary, short presentation, exercises, short written test). Examinations in accordance with paragraphs 2 - 8 are not permitted within a portfolio. The portfolio is assessed in its entirety.

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(10) Participation is an active involvement in the seminars.

(11) Appropriate types of examinations may be permitted in the form of group work. The contribution of the individual to be assessed as an examination performance must meet the requirements of the examination and be clearly distinguishable and assessable as an individual examination performance based on the specification of sections, page numbers or other objective criteria.

(12) The examiners may also choose a type of examination other than that specified in the module catalog in agreement with the students and with the approval of the Examination Board. The Examination Board shall refuse approval if equivalence cannot be guaranteed. The type of examination will be announced publicly at the university. In the event of existing restrictions and obstacles due to a pandemic, epidemic or other significant event, the deadline may be extended. In this case, the change should be announced to the university at least 14 days before the day of the examination.

(13) Examinations which by their nature are suitable for being conducted in electronic form and without the obligation to be present in person in a specified examination room can be conducted as electronic distance examinations. Electronic distance examinations are conducted on the basis of the "Framework Regulations for Electronic Distance Examinations at Emden/Leer University of Applied Sciences".

(14) An examination can only be repeated to a limited extent. It is graded (§ 19). The result is included in the grade calculation.

(15) Coursework is usually completed in connection with a course. They must be passed. Coursework can be repeated an unlimited number of times and is assessed as "passed" or "failed". If a module consisting of several examinations also contains coursework, the credit points for the coursework are also taken into account in the weighted calculation of the final grade.

### **§ 8 Implementation of the examinations**

(1) The task for the examination is determined by the examiners (cf. § 16).

(2) If the student can credibly demonstrate that he/she is unable to complete the course in full or in part in the prescribed form due to prolonged illness, maternity leave, chronic illness or disability, the examination board must allow him/her to complete the course in an extended processing time or equivalent course in another form. A medical certificate may be required for this purpose.

### **§ 9 Passing, failing, repeating examinations**

(1) An examination is passed if it has been assessed as at least "sufficient". If an examination is assessed by two examiners, it is only passed if both assess the performance with at least "sufficient". § Section 19 (2) and (3) apply accordingly. A module is only passed if all examinations required for it have been passed. If an examination performance of a module is not passed even in the last possible repetition and thus the associated module is not passed, the Master's examination in the Maritime Operations degree program is definitively failed.

(2) Failed examinations may be repeated twice (repeat examination). Section 14 (3) applies to the Master's thesis. A second repeat examination carried out as a written examination may only be assessed as "fail" (5.0) after a supplementary oral examination. The supplementary oral examination is conducted by two examiners; otherwise, Section 19 (2) applies accordingly. If the supplementary oral examination is passed, the examination performance is assessed as "sufficient" (4.0). A supplementary oral examination is excluded if the assessment of the final written examination is based on Section 18.

(3) Attempts to take an examination in the same Master's degree program in the Federal Republic of Germany shall be counted towards the retake option pursuant to paragraph 2.

(4) Students who have passed an examination may repeat the examination in the corresponding degree program at Emden/Leer University of Applied Sciences once within the standard period of study in order to improve their grade (improvement attempt); a second improvement attempt in the same examination is excluded. During their studies at Emden/Leer University of Applied Sciences, students may complete a total of three attempts to improve their grade in the Master's degree program. In the case of module examinations consisting of several examination elements, only the entire module examination can be repeated. An attempt to improve the Master's thesis, including the colloquium, is excluded. If the candidate achieves a different result in the improvement attempt than in the first attempt, the better of the two results will be taken into account and used as the basis for calculating the overall grade for the final examination.

### **§ 10 Registration deadlines, examination periods, Study deadlines**

(1) Students must apply for admission for each examination within the period specified by the examination board (examination registration). The Examination Board determines the form in which, the office to which and the time period in which admission must be applied for.

(2) Students have the option of withdrawing their examination registration by a date set by the Examination Board at the latest. The examination board determines this,

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in which form and to which body the withdrawal must be made. Withdrawal is only possible in accordance with § 18.

(3) Students who are enrolled in the relevant degree program at both universities and can prove that they have duly completed their studies will be admitted to the examinations.

(4) Upon application to the examination board, the use of the protection periods analogous to § 3 para. 2, § 5 para. 2 and § 6 para. 2 of the Maternity Protection Act (MuSchG) and the regulations on parental leave in §§ 15, 16 of the Act on Parental Allowance and Parental Leave (Bundeselterngeld- und Elternzeitgesetz BEEG) are applied accordingly. Leave of absence in accordance with the Caregiver Leave Act (PflegeZG) is equivalent to sentence 1. Corresponding documents must be enclosed with the application. Likewise, upon application to the Examination Board, periods of participation in statutory committees and statutory bodies of the self-administration of the Western Norway University of Applied Sciences in Haugesund and the University of Applied Sciences Emden/Leer will be taken into account for up to two semesters.

(5) The examination board decides on admission to examinations. Admission is denied if the admission requirements are not met. A special notification will only be issued if admission is denied.

(6) The examination dates are announced publicly at the university.

### **§ 11 Publicity of oral examinations**

Students who wish to take the same examination in the near future, as well as other members of the university who have a legitimate interest of their own, may be admitted as listeners upon request. This does not extend to the consultation and announcement of the examination results to the students. At the request of the examinee, members of the audience may be excluded from observing the examination. Company supervisors may be admitted to the colloquium as listeners at the request of the candidate.

### **§ 12 Master's thesis**

(1) The Master's thesis should demonstrate that the student is able to work independently on a maritime issue on a scientific basis within a specified period of time. The type and task of the Master's thesis must correspond to the objective of the degree program (§ 3) and the processing time. The Master's thesis may be completed in the form of group work. As a rule, the Master's thesis should be made available in the university library of the cooperating universities. In addition, the Master's thesis will be stored digitally and made accessible if necessary.



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(2) In the Master's thesis, a maritime issue is to be dealt with scientifically. It can be assigned to any member of the group of university lecturers in the faculty/department. With the approval of the examination board, the topic may also be determined by a member of the group of university lecturers who is not a member of this faculty/department. § Section 16 (2) remains unaffected. At least one examiner must be a member of Emden/Leer University of Applied Sciences or a cooperating university.

(3) The topic is issued by the examination board. Upon request, the Examination Board will ensure that the student receives a topic for the Master's thesis in good time. When the topic is issued, the examiner who nominated the topic (first examiner) and another examiner (second examiner) are appointed. The first examiner of the Master's thesis must be a professorial member of one of the two partner universities. During the preparation of the thesis, the student is supervised by the first examiner.

(4) The topic of the Master's thesis can only be returned once within the first three weeks of the completion period.

(5) The date of submission of the Master's thesis must be recorded. In the Master's thesis, the student must affirm in writing and under oath that he/she has written the thesis - in the case of a group thesis, the part of the thesis marked accordingly - independently and has not used any sources or aids other than those specified.

(6) The Master's thesis is assessed and evaluated by the examiners within six weeks of submission. § Section 19 (2), (3), (5) and (6) apply accordingly.

(7) The time from the issue of the topic to the submission of the Master's thesis is five months. In individual cases, the Examination Board may extend the processing time to up to six months upon justified request. § Section 10 (4) applies accordingly.

(8) The Master's thesis must be submitted in electronic form. The file format will be announced publicly at the university.

### **§ 13 Registration and admission to the Master's thesis**

(1) Admission to the Master's thesis is granted to students who have passed all examinations in semesters 1 to 3 in accordance with Annex 1 and who have been enrolled in the relevant degree program at Western Norway University of Applied Sciences in Haugesund and at Hochschule Emden/Leer for at least the last semester before registering for the Master's thesis.

(2) Upon application, the Examination Board may also admit a student to the Master's thesis if module examinations amounting to at least 80 credit points have been passed. This may be waived upon application to the Examination Board.

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(3) The student submits the application for admission to the Master's thesis (registration) in writing to the Examination Board. The examination board sets the registration deadlines. The application must be accompanied by:

- 1) a proposal for the first examiner and the second examiner,
- 2) a proposal for the subject area from which the topic of the Master's thesis is to be taken and, if applicable, an application to assign the topic as a group thesis.

### **§ 14 Passing and failing the Master's examination, Repetition**

(1) The Master's examination is passed if all modules and the Master's thesis, including the colloquium, have been assessed as at least "sufficient".

(2) The Master's examination is definitively failed if a module or the Master's thesis is graded with "insufficient" or is deemed to have been assessed as "insufficient" and there is no longer an opportunity to repeat the examination.

(3) The Master's thesis may be repeated once if it has been assessed as "insufficient" or is deemed to have been assessed as "insufficient"; a second repetition is excluded. However, the topic may only be returned for the repeat if this option has not already been exercised for the first thesis. § Section 9 (3) applies accordingly.

### **§ 15 Examination board**

(1) An Examination Board is elected at the Emden/Leer University of Applied Sciences to organize the examinations and to perform the tasks assigned by these examination regulations. It consists of five members, three of whom represent the university teachers' group, one member representing the staff group and one member representing the student group of this degree program. The members of each group are elected by the faculty council of the participating faculty or faculty according to status groups. The term of office is two years, that of the student members one year. The chairperson and the deputy chairperson must be members of the university teachers' group. The student members have an advisory vote in the assessment and recognition of examination and study achievements.

According to the cooperation agreement, tasks relating to the management of the joint degree program are carried out by a steering group. The steering group consists of equal numbers of representatives from each of the two partner universities. Further details are set out in the cooperation agreement.

(2) The examination board ensures that the examinations are carried out; the members may participate in the examination as observers. The examination board ensures that the

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provisions of the Lower Saxony Higher Education Act (NHG) and these examination regulations are complied with. It shall report regularly to the faculty/department on the development of examinations and study periods; in this context, particular attention shall be paid to compliance with the standard period of study and examination deadlines and the distribution of individual and overall grades shall be presented. The report shall be published by the university in an appropriate manner.

(3) The examination board passes its resolutions by a majority of the valid votes cast; abstentions are considered votes not cast. In the event of a tie, the chairperson has the casting vote; in their absence, the deputy chairperson has the casting vote. The examination board is quorate if the majority of its members, including the chairperson or deputy chairperson and another member of the university lecturers' group with voting rights, are present.

(4) Minutes shall be kept of the meetings of the Examination Board; the main topics of discussion and the resolutions of the Examination Board shall be recorded therein.

(5) The examination board may delegate powers to the chairperson and deputy chairperson on a revocable basis. Decisions on objections and decisions on the continuation of studies cannot be delegated. In all other respects, tasks relating to the organization and implementation of examinations and credits in accordance with Section 17 are delegable within the meaning of sentence 1. The chairperson prepares and implements the resolutions of the Examination Board. He\*she reports to the examination board on this activity on an ongoing basis. The examination board or the body appointed by it shall keep the examination files.

(6) The meetings of the examination board are not public. The members of the examination board and their deputies are subject to official secrecy. If they are not in public service, they are sworn to secrecy by the chairperson.

### **§ 16 Examiners**

(1) The examiners are deemed to have been appointed upon approval of the examination plan by the examination board. Only those members and affiliates of Western Norway University of Applied Sciences or Emden/Leer University of Applied Sciences who are appointed to teach independently in the relevant examination subject may be appointed as examiners. If there is a need for this, members and affiliates of Western Norway University or Emden/Leer University of Applied Sciences can also be appointed as examiners if they have only been authorized to teach independently for a part of the examination subject. Persons appointed as examiners must have at least the qualification to be determined by the examination or an equivalent qualification.

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(2) The Master's thesis and final repeat examinations must be assessed by at least two examiners as defined in paragraph 1. § Section 7 (3) remains unaffected. Presentations in accordance with § 7 para. 5 do not constitute an examination within the meaning of sentence 2.

(3) Students may propose examiners for oral examinations and for the Master's thesis, notwithstanding the provision in paragraph 4. The proposal should be accepted unless there are important reasons or an unreasonable burden on the nominee. The proposal does not constitute a claim.

(4) Insofar as examinations are taken during the course of study, the lecturer authorized to conduct examinations in accordance with paragraph 1 sentences 2 to 4 is the examiner without special designation. This also applies if examinations are taken in connection with courses that are supervised by several lecturers. If more authorized examiners are available than are required to conduct the examination, the examiners shall be appointed by the Examination Board.

(5) The examination board ensures that students are informed of the names of the examiners in good time, at least two weeks before the date of the respective examination.

(6) § Section 15 (6) applies accordingly.

### **§ 17 Recognition of periods of study and examinations**

(1) Upon application, periods of study, academic achievements including practical work experience and other examination achievements in the same or a related Master's degree program in the Federal Republic of Germany will be credited to corresponding achievements in the Master's degree program in Maritime Operations without an equivalence assessment.

(2) Periods of study, academic achievements including practical work experience and other examination achievements in another degree program shall be credited upon application, provided that they do not differ significantly in content, scope and requirements from those of the Master's degree program in Maritime Operations. No schematic comparison is to be made, but rather an overall consideration and overall assessment with regard to the significance of the achievements for the objective of the degree program in accordance with § 3.

(3) The equivalence of foreign degree programs is determined on the basis of the equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs of the federal states or the German Rectors' Conference or other intergovernmental agreements. If no agreements exist or further recognition is requested, the Examination Board will decide on the equivalence. In order to clarify the factual and legal situation, an opinion may be obtained from the Central Office for Foreign Education.

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Deviating credit transfer regulations based on agreements with foreign universities remain unaffected.

(4) Credits earned during the course of study at other foreign universities will be recognized upon application if the student has the eligibility for recognition confirmed by the examination board in the form of a "Learning Agreement" before the start of the semester abroad. The student must submit the documents required for recognition.

(5) Practical work completed outside of the degree program shall be credited, provided that equivalence has been established in accordance with paragraphs 1 and 2. The crediting of examinations in accordance with sentence 1 is only possible to the extent of 30 credit points.

(6) Paragraphs 1 and 2 apply accordingly to periods of study, coursework and examinations in state-recognized distance learning courses or state-funded distance learning institutions.

(7) If coursework and examinations are credited, the grades - insofar as the grading systems are comparable - are adopted and included in the calculation of the overall grade. In the case of non-comparable grading systems, the note "passed" is included and the achievements credited in this way are not taken into account when calculating the overall grade. If corresponding agreements with foreign universities exist, a conversion is also permitted. Recognition is documented in the transcript of records. It is permissible to mark the recognition in the transcript of records.

(8) The examination board decides on crediting. Recognition is excluded after the first participation in the corresponding examination. The decision on credit transfer is made on the basis of appropriate information on the characteristics of the coursework in accordance with Section 17 (2) sentence 1 for which recognition has been requested. As a rule, the applicant is responsible for providing this information. If recognition is refused, reasons must be given and the applicant must be informed, if possible, of measures to obtain recognition at a later date. If recognition is refused or no decision is made, the applicant may lodge an appeal within a reasonable period of time in accordance with Section 24 (2).

### **§ 18 Failure to attend, withdrawal, deception, Violation of regulations**

(1) A performance is deemed to have been assessed as "insufficient" if the student

- a) fails to appear for an examination date without good reason or
- b) withdraws from the examination after the start of the examination or
- c) fails to repeat an examination within the specified period.

(2) The reasons given for the withdrawal or failure to attend must be reported immediately in writing to the examination board or the body appointed by it and

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otherwise, the examination in question shall be deemed to have been assessed as "insufficient". In the event of illness, a doctor's certificate stating the duration of the inability to take the examination must be submitted immediately and must not be issued later than the day of the examination. At the request of the examination board, an official medical certificate must be submitted unless the illness is obvious. If the reasons are recognized, a new date, usually the next regular examination date, will be scheduled.

(3) If an examination is not submitted by the deadline without good reason, it shall be graded as "insufficient". Paragraph 2 applies accordingly. If there are valid reasons, the examination board shall decide, taking into account the principles of equal opportunities and the priority of academic performance over compliance with procedural regulations, whether the submission deadline for the examination shall be postponed accordingly, the postponed submission shall be taken into account in the assessment or a new task shall be set.

(4) If the student attempts to influence the result of their examination by cheating or using unauthorized aids, if they participate in cheating, or if they disrupt the proper course of the examination, or if the intellectual property of others is violated for the purpose of deliberate cheating or if published material from third parties is used without stating the sources/authorship and submitted as their own work (plagiarism), the examination in question will generally be graded as "insufficient" (5.0). In the case of particularly serious or repeated offences of cheating, the examination may be assessed as "definitively failed". The student shall continue with the examination unless the supervisor decides that a temporary exclusion is unavoidable. The determination according to sentence 1 is made by the examiners and recorded in the files. The decision on the assessment of the examination in question as "fail" (5.0) or "definitively failed" is made by the examination board. The student will be given the opportunity to be heard before this decision is made.

(5) If misconduct only becomes known after completion of the examination and the candidate has not yet completed his/her studies, the examination will also be assessed as "insufficient" (5.0).

(6) The student must be given the opportunity to comment before a decision is made.

(7) An examination can be checked using suitable plagiarism detection software for any unmarked text passages or other sources.

### **§ 19 Assessment of examination performance and formation of the grade**

(1) The examiner assesses the performance according to his or her national assessment scheme. For examinations taken at the Emden/Leer University of Applied Sciences, the assessment according to paragraph 2 applies.

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The ECTS grade applies to credits earned at Western Norway University. The grades can be converted according to the key in paragraph 5.

(2) The following grades are to be used for the assessment at the Emden/Leer University of Applied Sciences; the entire grading scale is to be used:

1,0; 1,3	=	very good	=	A particularly outstanding performance
1,7; 2,0; 2,3	=	good	=	A considerably above the average Performance requirements
2,7; 3,0; 3,3	=	satisfactory	=	A performance that meets average requirements in every respect
3,7; 4,0	=	sufficient	=	A performance, which despite its shortcomings, meets the minimum requirements
5,0	=	not sufficient	=	A service that no longer meets the requirements due to significant deficiencies

If the examination performance is assessed by two examiners, the grade of the examination performance is calculated from the arithmetic mean of the individual grades determined by the examiners.

The grade is:

with mean value	one	up to	1.50	=	very good
with mean value	one	over	1,50	to	= good
with mean value	one	over	2,50	to	= Satisfactory
with mean value	one	over	3,50	to	= sufficient
with mean value	one	over	4,00	=	not sufficient

When calculating the mean values, the first two decimal places after the decimal point are taken into account, all other places are deleted without rounding.

(3) If a module consists of several examinations, the module grade is calculated from the credit-weighted average of the grades for the individual examinations (decimal number with two decimal places) calculated in accordance with paragraph 2. The module grade is shown in the certificate in accordance with paragraph 2.

(4) The supporting considerations of the assessment decision are documented in an appropriate manner and included in the assessment documents.

Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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(5) The following table is used to convert grades into ECTS grades according to the Norwegian grading system:

up to 1.80	=	A	=	outstanding
over 1.80 to 2.30	=	B	=	very good
over 2.30 to 2.70	=	C	=	good
over 2.70 to 3.20	=	D	=	satisfactory
over 3.20 to 4.00	=	E	=	sufficient
over 4.00	=	F	=	fail

(6) The joint guideline, which is published publicly at the university, should be used to assess the Master's thesis.

#### **§ 20 Certificate, Master's certificate and Diploma Supplement**

(1) The Master's degree program has been successfully completed by those who have successfully completed all modules required for the degree program in accordance with Annex 1, including the Master's thesis, and have earned the required credit points.

(2) The candidate will immediately receive a certificate of the result in accordance with Annex 2, according to the German and Norwegian grading system.

(3) The certificate contains the date on which the last examination was completed. It is signed by the respective heads of the faculty/department. A Diploma Supplement in English in accordance with Annex 2 is attached to the certificate.

(4) In the event of a final failure of the Master's degree program, the candidate will receive a certificate issued by the Examination Office for the work completed by him/her, including all failed attempts or a certificate of all passed work. The same applies if students who have completed parts of the degree program leave the Western Norway University of Applied Sciences in Haugesund and the University of Applied Sciences Emden/Leer.

(5) The joint Master's certificate including transcript and the Diploma Supplement are issued by the Western Norway University of Applied Sciences in Norway.

#### **§ 21 Invalidity of the Master's examination**

(1) If a candidate has cheated in an examination and this fact only becomes known after the certificate has been issued, the examination board may retrospectively adjust the grades for those



Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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examination results that the student has cheated on and declare the examination "failed" in whole or in part.

(2) If the requirements for admission to an examination were not met without the student intending to deceive and this fact only becomes known after the certificate has been issued, this deficiency is cured by passing the examination. If admission was intentionally obtained wrongfully, the examination may be declared "insufficient" and the Master's examination "failed".

(3) The student must be given the opportunity to discuss the matter with the examination board before a decision is made.

(4) The incorrect examination certificate must be withdrawn and, if necessary, replaced by a correct certificate. The Master's certificate shall also be confiscated together with the incorrect examination certificate if the examination was declared "failed" due to cheating. A decision in accordance with paragraphs 1 and 2 sentence 2 is excluded after a period of five years from the date of the examination certificate.

## **§ 22 Inspection of the audit file**

(1) Upon request, students are granted access to the written examination papers, the examiners' comments and the examination records after completion of each examination. The request must be submitted to the Examination Board within one year of receiving the examination certificate or the notification of the final failed examination at the latest. The examination board shall determine the time and place of the inspection.

(2) Upon request, students will be informed of partial results before completing an examination.

## **§ Section 23 Public announcement of the Examination Board**

(1) The Examination Board publishes these examination regulations and informs students in an appropriate manner of the examination regulations that apply to them.

(2) The Examination Board may decide that the decisions and other measures taken in accordance with these examination regulations shall be made public in the usual manner. In doing so, data protection regulations must be observed.

### **§ Section 24 Individual case decisions, Appeal procedure**

(1) Rejection decisions and other onerous administrative acts made in accordance with these examination regulations must be announced in accordance with Section 41 of the Administrative Procedure Act.

(2) Appeals against decisions on the assessment of an examination may be lodged within one month of receipt of the decision in accordance with §§ 68 ff. of the Administrative Court Code in conjunction with § 8 a of the Lower Saxony Implementation Act to the Administrative Court Code.

(3) The examination board shall decide on the objection. If the objection is directed against an assessment by an examiner, the Examination Board shall decide following a review in accordance with paragraph 4.

(4) If the candidate raises specific and substantiated objections to the exam-specific assessments and professional evaluations of an examiner in their objection, the examination board forwards the objection to this examiner for review. If the examiner changes the assessment as requested, the Examination Board shall remedy the objection. Otherwise, the Examination Board shall review the decision on the basis of the examiner's statement, in particular as to whether:

1. the examination procedure has not been carried out properly
2. the valuation was based on an incorrect assumption
3. generally applicable valuation principles have not been observed
4. a justifiable solution that has been logically justified with weighty arguments has been assessed as incorrect
5. the examiner has been guided by irrelevant considerations

The same applies if the objection is directed against the assessment by several examiners.

(5) As far as the examination board

- in the event of an infringement pursuant to subsection 4 sentence 3 numbers 1 to 5, does not already remedy the objection at this stage of the proceedings or
  - there are concrete and substantiated objections to examination-specific evaluations and professional assessments without the examiner changing his or her decision accordingly,
- examination performances are reassessed by other examiners who have not previously been involved in the examination or the oral examination is repeated. The reassessment may not lead to a deterioration in the examination grade.

Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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(6) A decision on the objection should be made within one month. If the objection is not resolved, the head of the university will decide.

(7) The Steering Committee discusses and decides on competing local regulations regarding this degree program.

### **§ 25 Entry into force**

These regulations come into force on the day after their announcement in the Emden/Leer University of Applied Sciences' official gazette. Students who began their studies before WS 2023/2024 will have their previous achievements recognized in accordance with a list of equivalences drawn up by the Examination Board.

## Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

### Appendix 1 List of Modules with Credit points and examination

Educational Units	Semester	Exam form	Types of Examinations	ECTS-credits
<b>Unit</b>				
Philosophy of Science, Research Design and Methods	1*		*	10
Safety and human factors	1*		*	10
Modern ship design: Safety, Limitations and Hazards	1*		*	10
Maritime Computational Fluid Dynamics	2	EA	Written exam, 1 hours, project thesis	6
Cost Accounting	2	EA	Written exam, 2 hours, student presentation, 0.5 hours	6
Ship Propulsion Systems	2	EA	Portfolio	6
Quality and Risk Management	2	EA	Portfolio	6
Applied Approach to Tools of Optimization and Simulation	2	EA	Portfolio	6
<b>Alternative Profile 1: Sustainable Maritime Operations (30 ECTS)</b>				
Technical Aspects of Sustainable Maritime Operations	3	EA	Portfolio	6
Operational Aspects of Sustainable Maritime Operations	3	EA	Portfolio	6
Economical Aspects of Sustainable Maritime Operations	3	EA	Portfolio	6
Maritime Project Sustainability Seminar	3	EA SA	Term paper Report / Attendance required	12
<b>Alternative Profile 2: Maritime Technology and Management (30 ECTS)</b>				
Subsea Systems and Operations	3*		*	10
Maritime Operations	3*		*	10
Ship Operation and Maintenance	3*		*	10
<b>Master thesis</b>				
Master thesis	4**			30

\*) The examination modalities of the Western Norway University of Applied Sciences apply

\*\*\*) If applicable, the examination modalities of the Western Norway University of Applied Sciences apply SA = study achievement

Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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EA = examination achievement

**WESTERN NORWAY UNIVERSITY OF APPLIED SCIENCES  
and  
University of Applied Sciences Emden/Leer**

**Appendix 2**

**Diploma and  
Diploma Supplement**

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**Master in Maritime Operations**

Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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**Master in Maritime Operations is allocated pursuant to Regulations concerning degrees and vocational education, protected titles and nominal length of study at universities and colleges of 16.12.2005. Master in Maritime Operation is a qualification in the second cycle of the National Qualifications Framework in higher education, established by the Ministry of Education 20.03.2009.**

**Nominal length of study for the degree is two years and has a scope of 120 credits.**

# DIPLOMA

**NN**

**Born: dd.mm.yyyy  
are**

**Date: dd.mm.yyyy**

**awarding the joint degree Master of Science (M.Sc.)**

**in**

***Maritime Operations***

The Western Norway University of Applied Sciences and the University of Applied Sciences Emden/Leer, Faculty of Maritime Studies, give this certificate.

**Place and date:**

**Signature  
Dean**  
University of Applied Science  
Emden/Leer

**Signature Dean**  
The Western Norway  
University of Applied  
Sciences

## Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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### **The study program's learning outcome and content**

Central themes in the master program are related to maritime operations, which provide the students with a solid foundation for both working in the maritime industry and further studies on a PhD level.

#### **Learning outcomes:**

##### **Knowledge:**

The candidate:

1. has advanced knowledge in the academic field of maritime operations, giving an overview of the maritime environment
2. has specialized insight into maritime operations and its processes
3. can apply knowledge to new areas related to maritime operations
4. has thorough knowledge of theories and methods in the field of maritime operations
5. can analyze academic problems related to the maritime field on the basis of history, tradition, distinctive characters and the place in society of the maritime industry
6. has thorough knowledge of theories about environmentally friendly systems and can discuss these in an operational view
7. can apply his/her knowledge about the clues of safe and environmental maritime operations to the academic field

##### **Skills:**

The candidate:

1. can analyse existing theories, methods and interpretations e.g. system analysis, cost benefit analysis, optimization and risk assessment, in the field of maritime operations
2. can deal critically with various sources of information both in the maritime and related fields and use them to structure and formulate scholarly arguments relevant for maritime operations
3. can use relevant methods for research and scholarly development to work independently on practical and theoretical problems related to maritime operations
4. can carry out an independent, limited research or development project under supervision and in accordance with applicable norms for research ethics
5. can analyze existing methods and interpretations in the maritime field and work independently on practical and theoretical problems relevant for maritime operations.

##### **General competence:**

The candidate:

1. can apply his/her knowledge and skills in new areas in order to carry out advanced assignments and projects
2. can communicate extensive independent work and masters language and terminology related to maritime operations, incl. rules, legislation and classification as well as knowledge of maritime technology and innovation
3. can contribute to new thinking and innovation processes within the maritime field and independently initiate and implement academic and interdisciplinary collaboration can analyze relevant academic, professional and research ethical problems related to the maritime field
4. can assume responsibility for own academic development and specialization and qualify for the PhD-program in nautical operations
5. can communicate about academic issues, analyses and conclusions related to maritime operations with both specialists or the general public

**"Basic for Diploma"**

**The Western Norway University of  
Applied Sciences**

**University of Applied Science Emden/Leer  
University of Applied Sciences**

**Name:** <First name Surname>

**Date of birth:** <ddmmyyyy>

**Degree: Master of Science (M.Sc.)**



Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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**Study program:** Master in Maritime Operation **Degree received:** < ddmmyyyy> **Aggregate Grade:**

Course code (German)	Course Name	ECTS	Semester Grade (Norwegian)	Grade
xxxxxxx	Philosophy of Science, Research Design and Methods	10	Case	
xxxxxxx	Safety and human factors	10	Case	
xxxxxxx	Modern ship design: Safety, Limitations and Hazards	10	Case	
xxxxxxx	Maritime Computational Fluid Dynamics	6	Spring	
xxxxxxx	Cost Accounting	6	Spring	
xxxxxxx	Ship Propulsion Systems	6	Spring	
XXXXXXXX	Quality and Risk Management	6	Spring	
XXXXXXXX	Applied Approach to Tools of Optimization and Simulation	6	Spring	

Profiles "Sustainable Maritime Operations"/"Maritime Technology and Management"

XXXXXXXX Profile courses

.....	.....	.....
.....	.....	.....
.....	.....	.....

Master thesis "Title"

Course code (German)	Course Name	ECTS	Semester Grade (Norwegian)	Grade
XXXXXXXX	Master thesis	30	Spring	

Haugesund <dd.mm.yyyy> Signature <case officer>

Empty <dd.mm.yyyy> Signature <case officer>

Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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**The assessment for examinations, tests, evaluation of papers or other assessments will be pass / fail or a graded scale of five marks for passing:**

**A or 1-1.8 outstanding; B or 1.9- 2.3 very good; C or 2.4-2.7 good; D or 2.8-3.2 Satisfactory; E or 3.3 - 4 sufficient; F or 4.1 Fail**

**1,0; 1,3 very good, 1,7; 2,0; 2,3 good, 2,7; 3,0; 3,3 satisfactory, 3,7; 4,0 sufficient, 5 fail (German grading scale)**

## Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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*This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualification (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.*

### **1 INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION**

#### **1.1 Family name(s):**

#### **1.2 Given name(s):**

#### **1.3 Date of birth (day/month/year):**

#### **1.4 Student identification number or code:**

### **2 INFORMATION IDENTIFYING THE QUALIFICATION**

#### **2.1 Name of qualification and (if applicable) title conferred (in original language):**

Master of Science in Maritime Operations

#### **2.2 Main field(s) of study for the qualification:**

Maritime operations

#### **2.3 Name and status of awarding institution (in original language):**

Høgskulen på Vestlandet, a public university college. The quality assurance system was evaluated and approved by the Norwegian Agency for Quality Assurance in Education in 2015, as well as Hochschule Emden/Leer, a public university of applied sciences. The quality system was evaluated and approved by the Central Qualification and Accreditation Agency (ZevA), Hanover, Germany in 2017.

#### **2.4 Name and status of institution administering studies:**

See section 2.3

#### **2.5 Language(s) of instruction/examination:**

English

### **3 INFORMATION ON THE LEVEL OF THE QUALIFICATION**

#### **3.1 Level of qualification:**

Second Cycle/Level 7, Norwegian Qualifications Framework for Lifelong Learning, German Qualifications Framework for Lifelong Learning applies accordingly.

#### **3.2 Official length of the program:**

2 years in full time mode (120 ECTS)

#### **3.3 Access requirements:**

3 year bachelor's degree or similar

### **4 INFORMATION ON THE CONTENTS AND RESULTS GAINED**

## Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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### 4.1 Mode of study:

Full-time

### 4.2 Program requirements:

A candidate who has completed his or her qualification should have the following learning outcomes defined in terms of knowledge, skills and general competence:

#### Learning outcomes:

Upon completing the program, candidates may expect to have achieved the following learning outcomes, in accordance with the European Qualifications Framework:

#### Knowledge:

The candidate:

1. has advanced knowledge in the academic field of maritime operations, giving an overview of the Maritime environment
2. has specialized insight into maritime operations and its processes
3. can apply knowledge to new areas related to maritime operations
4. has thorough knowledge of theories and methods in the field of maritime operations
5. can analyze academic problems related to the maritime field on the basis of history, tradition, distinctive characters and the place in society of the maritime industry
6. has thorough knowledge of theories about environmentally friendly systems and can discuss these in an operational view
7. can apply his/her knowledge about the clues of safe and environmental maritime operations to the academic field

#### Skills:

The candidate:

1. can analyse existing theories, methods and interpretations e.g. system analysis, cost benefit analysis, optimization and risk assessment, in the field of maritime operations
2. can deal critically with various sources of information both in the maritime and related fields and use them to structure and formulate scholarly arguments relevant for maritime operations
3. can use relevant methods for research and scholarly development to work independently on practical and theoretical problems related to maritime operations
4. can carry out an independent, limited research or development project under supervision and in accordance with applicable norms for research ethics
5. can analyze existing methods and interpretations in the maritime field and work independently on practical and theoretical problems relevant for maritime operations

#### General competence:

The candidate:

1. can apply his/her knowledge and skills in new areas in order to carry out advanced assignments and projects
2. can communicate extensive independent work and masters language and terminology related to maritime operations, incl. rules, legislation and classification as well as knowledge of maritime technology and innovation
3. can contribute to new thinking and innovation processes within the maritime field and independently initiate and implement academic and interdisciplinary collaboration
4. can analyze relevant academic, professional and research ethical problems related to the maritime field
5. can assume responsibility for own academic development and specialization and qualify for the PhD program in nautical operations
6. can communicate about academic issues, analyses and conclusions related to maritime operations with both specialists or the general public

### 4.3 Program details:

## Examination regulations for the Joint Master's degree program in Maritime Operations at Western Norway University of Applied Sciences and Emden/Leer University of Applied Sciences

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See enclosed transcript

### 5 INFORMATION ON THE FUNCTION OF THE QUALIFICATION

#### 5.1 Access to further study:

The master's degree is at an academic level that's sufficient for application to third cycle degree in nautical operations.

#### 5.2 Professional status:

The award entitles the holder to practice unregulated professions requiring graduate competences

### 6 ADDITIONAL INFORMATION

#### 6.1 Additional information:

The candidate has completed an exchanged period of study at Hochschule Emden/Leer and Western Norway University of Applied Sciences. See Transcript of Record for more information.

#### 6.2 Further information sources:

Høgskulen på Vestlandet, <http://www.hvl.no/en>

Norwegian Agency for Quality Assurance, <http://www.nokut.no/en/>

Emden/Leer University of Applied Sciences, <http://www.hs-emden-leer.de/en/startseite.html>

### 7 CERTIFICATION OF THE SUPPLEMENT

#### 7.1 Date:

Date of original qualification:

#### 7.2 Signature:

#### 7.3 Capacity:

#### 7.4 Official stamp:

The document is electronically signed by Unit - The Norwegian Directorate for ICT and Joint Services in Higher Education and Research. The document is only valid in its original electronic form with the accompanying electronic signature. Time for signing document

### 8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

#### 8 Higher education in Norway: Legislature

The Ministry of Education and Research has the overall responsibility for higher education in Norway. Higher education is offered by four types of higher education institutions: university (universitet), specialized university institution (vitenskapelig høyskole), accredited university college (akkreditert høyskole), and university college with accredited study programs (høyskole med akkrediterte studier). The differences between the types of higher education institutions are related to their self-accrediting authority. All public and private higher education in Norway is subject to the Act Relating to Universities and University Colleges (Lov 2005-04-01 nr 15). An institution's right to award specific degrees and the prescribed lengths of study are codified in Regulation concerning degrees and titles (FOR 2005-12-16 nr 1574). The awarding of master's degrees is regulated by the Regulations on requirements for awarding