

# EXAMINATIONS - INFORMATION

STUDENT ORIENTATION PHASE DEGREE PROGRAM "INTERNATIONAL BUSINESS" (M. Sc.)

WINTER TERM 2020 / 21

DEPARTMENT BUSINESS | EXAMINATION BOARD



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## The number of retake exams is restricted.

- Three attempts per exam (Master-Thesis: two attempts)
- Failure in three exam attempts will result in a final fail / de-registration

Examinations	Performances	<ul style="list-style-type: none"><li>• Study performances (evaluated as pass / fail)</li><li>• Examination performances (marked)</li></ul>
	Forms of exams	Test (T), Oral examination (O), Colloquium (Coll), Report (Rep), Term paper (TP), Laboratory tutorial (LT), Project report (P), Practical course report (PracR)

## Exam attendance – accurately!



- Compulsory registration for every exam
- Participation without registration: exam is deemed as not taken!



- Registration for exams solely in myHAW!
- Registration in EMIL does not replace the exam registration!



- Do not register at the final date of the registration period!
- In the event of any problems: *immediately* (prior to the end of the registration period) inform the Faculty Service Office (FSO)

# The examination schedule comprises relevant information.

## International Business (M. Sc.)

Examination and study regulation 20142

Please note: Timely registration for the appropriate exams via myHAW is mandatory! Late registration will not be accepted!

Version 1

Exam Number & name (module abbreviation)	Examiner	Form of examination*	Start exam** throughout the term	Weight of performance throughout the term	Date test examination weeks	Time test examination weeks	Room test examination weeks	Duration of test examination weeks	weight test examination weeks	Start of registration	End of registration	End of de-registration	Remarks
110 Business intelligence and advanced analytics (BADM)	Tuschl	TP	2021-01-11	100%	-	-	-	-	0%	2020-10-12	2021-01-07	2021-01-07	
120 Corporate Finance (CF)	Decker	TP, Rep, LT	2020-10-22	100%	-	-	-	-	0%	2020-10-12	2020-10-18	2020-10-18	
130 Intercultural management and organisational behaviour (COM)	Iken	TP, Rep	2020-10-20	100%	-	-	-	-	0%	2020-10-12	2020-10-16	2020-10-16	
140 Strategic innovation and technology management (SITM)	Lenschow	Rep, LT	2020-10-26	100%	-	-	-	-	0%	2020-10-12	2020-10-22	2020-10-22	
150 International business law (IBLE)	Gille Imiela	Rep, LT	2020-12-14	100%	-	-	-	-	0%	2020-10-12	2020-12-10	2020-12-10	
6000 Master-Thesis (MaTh)	-	MaTh	-	-	-	-	-	-	-	-	-	-	individual registration

\* T = Test; Rep = Report; TP = Term paper; O = Oral examination; LT = Laboratory tutorial; P = Project work; MaTh = Master-Thesis

\*\* Start exam throughout the term; Start = date of **expenditure of the topic** of term papers, reports, project works etc.; date of test (tests during the semester); beginning of the laboratory tutorial

## Exam attendance – accurately! Prior to the exam...

1. Make sure that you have a valid HAW account password

2. Make sure that you have a valid TAN list

3. Find out the appropriate registration period (examination schedule)

4. Register for exams in time in myHAW

5. Verify successful registration

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## Withdrawal from the examination is possible.



**Within the cancellation period**

**After end of de-registration –  
prior to exam**

Withdrawal by the candidate  
(myHAW)

Withdrawal in response to any  
legitimate request (e.g. illness),  
verified in writing by special form  
and reported to the Faculty Service  
Office (FSO)



## Exam attendance – accurately! During the examination...

### Exam attendance

- ...sign the “exam attendance” form prior to the start of the exam
- ...students bear the risk of a potential inability to take that examination

### Non-attendance...

... leads to failure of the examination

### Withdrawal during the examination...

- ...requires *immediate verification* of the inability to take the exam
- ...captures the exam as a whole (also in case of several forms of the examination!)

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# Three documents are relevant for academic structure and study curricula.

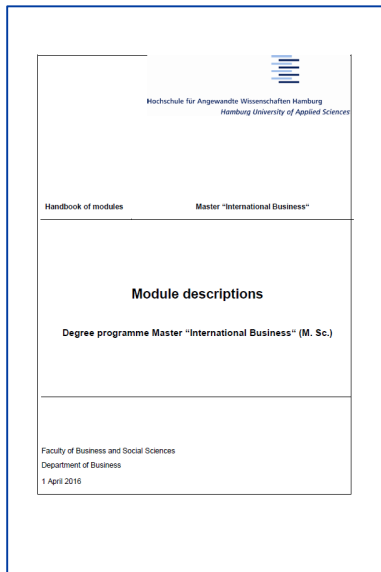
## Examination and study regulations

General examination and study regulations (APSO-W)

Degree-programme specific examination and study regulations

## Module descriptions

- Completion of the examination and study regulations
- Description of content of courses, learning outcome, responsibilities
- Available on the website of the degree programme



## Detailed structure of the program is published in the appropriate curriculum.

1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester	3 <sup>rd</sup> Semester
Business intelligence and advanced analytics (6 CP)	Strategic management and strategic marketing (6 CP)	Master-Thesis (30 CP)
Corporate finance (6 CP)	Multinational enterprises and the global economy (6 CP)	
Intercultural management and organisational behaviour (6 CP)	Monetary economics (6 CP)	
Strategic innovation and technology management (6 CP)	International supply chain management (6 CP)	
International business law (6 CP)	Financial modelling (6 CP)	
30 CP	30 CP	30 CP

Detailed structure of the program is published in the appropriate curriculum.

Module name	Semester	CP	Module abbr.	Course	Subject field	ToL (incl. CA if applicable)	WHS	Type of examination	Form of examination (individual or in combination, cf. § 10, section 3, sentence 2, APSO-W)	Group size
Business intelligence and advanced analytics	1	6	BADM	Business intelligence and advanced analytics	Commercial informatics, quantitative methods	TiS with CA	4	EP	T, O, Rep, TP, P, L	24
Corporate finance	1	6	CF	Corporate finance	International business administration	TiS with CA	4	EP	T, O, Rep, TP, P, L	24
Intercultural management and organisational behaviour	1	6	COM	Intercultural management and organisational behaviour	Intercultural communication	TiS	4	EP	T, O, Rep, TP, P, L	24
Strategic innovation and technology management	1	6	SITM	Strategic innovation and technology management	Technology	TiS	4	EP	T, O, Rep, TP, P, L	24
International business law	1	6	IBLE	International business law	Law	TiS	4	EP	T, O, Rep, TP, P, L	24

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## Communication – responsibilities of students

1. Use your personal HAW mail account & check the inbox regularly!
2. Check the „Ankündigungen“ (website, solely in German) regularly!
3. Maintain your personal data in myHAW!
4. Discover the website of your degree programme and the department!

## Compensation of disadvantages in specific situations is possible.

### General disadvantages

- Disabled students
- Chronically ill students

### Specific life situations

- Maternity protection
- Periods of parental and nursing care leave

- Further information and forms available on the website of the department
- Timely application
- Responsible person: presiding member of the examination board



## Examination board

### Contact

Presiding member: Prof. Dr. Matthias Thulesius

Deputy: Prof. Dr. Marion Howe

### Tasks:

- Organisation of examinations
- Compliance of the provisions of the examination regulations
- Questions & problems regarding examinations
- Recognition of performances
- Compensation of disadvantages

## BAföG: responsible persons in the department Business

### Contact

BAföG professor: Prof. Dr. Marion Howe

Deputy: Prof. Dr. Matthias Thulesius

### Tasks:

- Issuing of certificates of proof of achievement (§ 48 BAföG / “Formblatt 5”)
- NO consultancy!

Consultancy and granting of BAföG assistance:

Studierendenwerk Hamburg

Amt für Ausbildungsförderung (“BAföG-Amt”)

[www.studierendenwerk-hamburg.de](http://www.studierendenwerk-hamburg.de)

## Faculty Service Office ('FSB')



- Registration for the examinations, examination plan, examination dates
- Disclosure, especially
  - on admission requirements for individual modules
  - on examination and study regulations
- Verification of student's inability to take an examination, e.g. in case of illness (including the medical certificate)
- Supervision and maintenance of the performance accounts (myHAW)
- Registration of the Master-Thesis
- Distribution of the Master's diploma and the certificate of the academic degree

## Additional Contact Partner

Academic  
Advice

Prof. Dr. Stephan Boll

Room 9.20

[stephan.boll@haw-hamburg.de](mailto:stephan.boll@haw-hamburg.de)