

**Important information about participation in examinations for the Bachelor's degree programs in Data Science, Mathematics, Industrial Mathematics and Economics and Mathematics and the Master's degree programs in Data Science, Mathematics, Computational and Applied Mathematics and Economics and Mathematics (updated October 25, 2022)**

**Please note: This is a short summary of the most important information regarding participation in examinations in the degree programs above. The currently valid degree program and examination regulations apply in cases of uncertainty.**

**I. Participation in an examination:**

To participate in an examination, students must first register for this examination in campo. It is not possible to take an examination without registering first.

Registration for examinations takes place during the official registration period only. The registration period is announced here: <https://www.fau.de/education/beratungs-und-servicestellen/pruefungsaemter/pruefungsam-naturwissenschaftliche-fakultaet/>.

It is not possible to register for examinations with the Examinations Office after the registration period has expired.

**II: Withdrawing from examinations:**

Students can withdraw from examinations they have registered for. This means that registration for the examination is canceled and it is no longer possible to take part in the examination. Withdrawals are binding.

Please note:

- Students can only withdraw from the first attempt of an examination, not resit examinations.
- Withdrawals from examinations can be made without stating a reason directly via campo and must be made at the latest three working days before the examination.
- Working days are the days from Monday to Friday (not weekends). Students cannot withdraw from examinations once the withdrawal period has expired. In this case, they must sit the examination.

**III: Illness on the examination day:**

A doctor's certificate and a notification of illness must be submitted if students cannot participate in an examination due to illness. A form for the notification of illness is available here :<https://www.fau.de/files/2015/08/Krankmeldung.pdf>, a sample doctor's certificate is available here: <https://www.fau.de/files/2015/10/Musterattest.pdf> .

Please note:

- The original notification of illness and doctor's certificate must be sent without delay (usually within three days) to the Examinations Office.

- If the notification of illness is not submitted with a medical certificate or if they are submitted late, the examination shall be graded “nicht bestanden” (fail).
- Students who are sick and sit an examination despite this fact cannot claim after the examination is over that they were sick. The result of an examination in which students have participated will always be graded.

#### **IV: Resit examinations:**

The examinations of the preliminary examination (GOP) may only be resat once. Other examinations may be resat twice. Course achievements may be repeated without restriction.

Please note:

- Examinations that have been passed may not be taken again in an attempt to improve grades.
- Failed examinations can usually be resat during the semester following the first attempt of the examination.
- You may not withdraw from resit examinations.
- You are also obliged to participate in a resit examination even during a leave of absence, after de-registration or after changing degree program.

#### **V. Taking examinations:**

Please contact the relevant degree program manager if you have any questions about the contents of the degree program or changes to the study agreement. The degree program manager will then send the new degree program study agreement directly to the Examinations Office.

#### **VI. How examinations are assessed:**

Please contact the examiner with any questions about how an examination is assessed. Please note that you cannot resit an examination you have already passed in order to improve your grade.

A list of which achievements are graded (“benotet”) or ungraded (“unbenotet”) can be found in the module handbook at: <https://www.math.fau.de/wp-content/uploads/2021/02/03-Modulhandbuch-MA-Studiengang-Data-Sciences-2020-01-09.pdf>

#### **VII. Examinations Office website and degree program and examination regulations:**

Further information is available on the Examinations Office website at: <https://www.fau.de/education/beratungs-und-servicestellen/pruefungsaemter/pruefungsamts-naturwissenschaftliche-fakultaet/>

The degree program and examination regulations that apply to your degree program are available here:

<https://www.fau.de/fau/rechtsgrundlagen/pruefungsordnungen/naturwissenschaftliche-fakultaet/#Mathematik>