COURSE REGULATIONS

for the Master’s Level of the University of St.Gallen

of 30 June 2003 (as amended on 17 October 2016)

Pursuant to Art. 88(1)(h) of the University Statutes of 25 October 2010¹
the Senate of the University of St.Gallen

hereby issues the following Course Regulations (CR MA)²:

I. General provisions

Art. 1. ¹These Regulations govern the following aspects of the University of St.Gallen's Master’s Level:
   a) the structure of the course,
   b) the Master’s thesis and any other academic work done outside lecture/seminar courses,
   c) the crediting of credits obtained from other universities,
   d) the organisation of the examinations
   e) the mentoring programme.

II. Course structure

Art. 2. ¹The Master’s Level is structured into the core studies, the contextual studies, and the Master’s thesis.

   Art. 3. ¹The core studies are structured into contact studies and independent studies.
   ²They consist of
   a) a Master’s core studies, and
   b) electives independent of the Master’s core studies.
   ³Lecture/seminar courses are divided up into compulsory subjects, core electives, and electives.
   ⁴In the electives independent of the Master’s core studies, special electives are offered for all the programmes. However, students may also take compulsory subjects, core electives and electives that are specific to their own programme or to other Master’s programmes.

¹ No. 217.15, Consolidated Statute Book of the Canton of St.Gallen.
² Pursuant to Art. 123 of the University Statutes, only the German version of these regulations shall be legally binding.
Art. 4.  
1The contextual studies consist of the following parts:  
   a) areas of concentration,  
   b) skills.  
2The contextual studies consist of electives.  
3They can only be taken by students of the Master’s Level.  
4It is not possible for students of the Master’s Level to attend lecture/seminar courses of the contextual studies at Bachelor level.

Art. 5.  
1Compulsory subjects must be taken by all the students of a Master’s programme.  
2The core electives of a Master’s programme can be selected from a limited range of subjects.  
3Electives can be selected from a wide range of lecture/seminar courses independent of the Master’s programme.

Art. 6.  
1The Senate shall issue curricula for the individual Master’s programmes. Any adaptations which will not result in new Course Regulations shall be delegated to the Senate Committee.  
2If a double degree can be obtained within the framework of a Master’s programme, a separate degree course scheme shall be issued for the programme of such double degree.  
3The degree course scheme shall be an integral part of these Regulations.

Art. 7.  
1The degree course scheme shall determine  
   a) the allocation of credits to  
      - the Master’s core studies,  
      - the electives independent of the Master’s core studies, and  
      - the Master’s thesis;  
   b) the distribution of the credits of the Master’s core studies among the compulsory subjects, core electives and electives;  
   c) the individual subjects of the Master’s core studies, including the concomitant credit hours and credits;  
   d) the examination types for the compulsory subjects;  
   e) whether an examination must be taken during term time or during vacation time;  
   f) [repealed];  
   g) the compulsory subjects that are accessible to students of other Master’s programmes within the framework of independent electives;  
   h) the limitation of the topic of the Master’s thesis in accordance with Art. 10 of these Regulations;  
   i) the award of credits for other academic work done outside lecture/seminar courses in accordance with Arts. 12ff. of these Regulations;  
   j) the transition regulations when the curriculum of the Master’s core studies are changed;  
   k) the binding abbreviations which unequivocally designate the programmes.

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3 Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.
4 Senate Resolution of 19 March 2012.
5 Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.
I) The Administration shall define a binding terminology.

Art. 8. 1 Students of the Law programme shall attend the “General European History of Law” course to be admitted to the Master’s programme in Law.

2 To be admitted to the Master’s programme in Law and Economics, students shall attend the “Law in an Economic Context: Business Administration” and “Law in an Economic Context: Economics”.

Art. 9. 1 The range of lecture/seminar courses for the core electives and electives of the core studies shall be determined by the competent School.

2 The range of lecture/seminar courses for the contextual studies shall be determined by the directors of contextual studies.

3 The range of lecture/seminar courses shall be determined for one semester.6

4 The requirements of all the Master’s programmes shall be taken into account.

III. The Master’s thesis and other academic work done outside lecture/seminar courses

Art. 10. 1 The topic of the Master’s thesis may derive from any constituent of the Master’s degree course.

2 Course Regulations may limit such topic to the core studies or to the core studies plus part of the contextual studies.

Art. 11. 1 The Supervisor shall be chosen from among (full) professors, associate professors, the habilitated lecturers, the visiting professors in residence, the permanent lecturers, the assistant professors and the retired faculty members of the University of St.Gallen, the latter up to their 67th year.

2 If students want to write a Master’s thesis on a subject that is mainly dealt with by a faculty member, this shall require the consent of the competent academic director.

3 The Supervisor shall determine the definitive topic of the Master’s thesis and provide students with appropriate assistance while work is in progress.

4 The implementation provisions of double-degree programmes may provide that the Supervisor may be chosen from another university.

5 The President shall designate the Co-Supervisor from among the teaching staff in accordance with Art. 38 of the University Statutes of 25 October 20107. The Supervisor shall have the right of presentation.

6 The Supervisor shall assess the thesis. The Co-Supervisor shall comment on the Supervisor’s opinion. The Supervisor and the Co-Supervisor shall jointly grade the thesis.

6 Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.

7 No. 217.15, Consolidated Statute Book of the Canton of St.Gallen.
Art. 11bis. 1If there is a suspicion of partial or full plagiarism, the Supervisor may invite the student concerned to an oral defence of his/her work.

2A Master’s thesis cannot be returned to a student for revision.

3The Senate Committee shall issue guidelines.

Art. 12. 1The degree course scheme of the Master programme may provide for the award of credits for other academic work done outside lecture/seminar courses.

Art. 13. 1Other academic work done outside lecture/seminar courses may be
a) written work (seminar papers, term papers, etc.);
b) project work, field studies and similar work;
c) outstanding student work done in the interest of the University as a whole (campus credits);
d) internships specific to the Master’s degree, and similar work (practice credits).

Art. 14. 1Only 6 credits may be awarded for practice credits and only 12 credits may be awarded for campus credits, with every work unit having to amount to a minimum of 3 credits.

2Credits that have been obtained by work in accordance with Art. 13(a) and (b) shall be graded.

3Credits that have been obtained by work in accordance with Art. 13(c) and (d) shall be credited to skills in the first priority and to the electives independent of the Master’s degree in the second priority.8

4Credits that have been obtained by work in accordance with Art. 13(a) shall be credited to the Master’s core studies.

5The Senate Committee shall issue implementation provisions for campus and practice credits.

Art. 15. 1The Senate Committee shall issue implementation provisions in respect of the execution of the Master’s thesis and any other work done outside lecture/seminar courses.

IV. Crediting credits obtained from other universities

Art. 16. 1Credits obtained within the framework of a recognised exchange term shall be credited provided they are of equal value.

2To obtain a Master’s degree from the University of St.Gallen, students shall have to obtain from the University of St.Gallen
a) a minimum of 60 credits in programmes with a total of 90 credits;
b) a minimum of 60 credits in programmes with a total of 120 credits;
c) a minimum of 60 credits in programmes which lead to a double degree.

3Individual courses and summer school courses of other universities may be credited to a limited extent.

8Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.
The Senate Committee shall issue implementation provisions.

Art. 17. [Repealed.]

V. Organisation of examinations

Art. 18. 1 Examinations shall be divided up into examination parts. 2 An examination part shall be a unit to which examiners award one grade. 3 Individual examination parts shall be weighted with credits.

Art. 18bis. 1 The form of the examination shall be determined by a) the Senate Committee for the compulsory subjects; b) the programme directors for the core electives and the electives at the request of the faculty members in charge of the Master's programmes and the Schools; c) the management of contextual studies for the electives of contextual studies at the request of the faculty members responsible for these courses. The management of contextual studies shall issue guidelines.

2 All the participants in a course shall have to sit the examination in the same examination form.

Art. 18ter. 1 Examination forms shall be (grading: individual): a) individual examinations: 1) written examination, 2) written work (seminar paper, term paper, etc.), 3) oral examination (including presentation), 4) oral examination in groups; b) group examination (grading: same grade for everyone): 1) term paper, 2) oral examination (including presentation); c) Master's thesis; d) further examination forms: 1) active participation (max. 50% of the overall grade, only with small groups), 2) microteaching, 3) moot court.

2 In small groups, an assessment of students’ active participation in class may in exceptional cases be an examination form. 3 Examination forms in accordance with a) and b) above may be used individually or in conjunction with other examination forms. The examination form “students’ active participation in class” may only be chosen in conjunction with other examination forms and may not be weighted with more than 50% of the grade of an examination part.

4 The President’s Board shall regulate any other examination forms.

Art. 19. 1 For examinations that are sat on an irregular date in accordance with Art. 48 of the Examination Regulations for the Master's Degree awarded by the University of St. Gallen of 24 February 2003, the examination type may be changed. 2 The Senate Committee shall determine the principles for the selection of examination forms.

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Table:

<table>
<thead>
<tr>
<th>Type of examination</th>
<th>a) Principle</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Responsibility</td>
<td></td>
</tr>
<tr>
<td>c) Possible examination forms</td>
<td></td>
</tr>
<tr>
<td>d) Examination dates</td>
<td></td>
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</tbody>
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9 Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.
tion of the examination types to be offered by way of substitutes.

Art. 20. Written examinations shall have the following duration per part of an examination:

a) up to 2.5 credits: 1.0 hour;
b) from 2.51 to 5 credits: 1.5 hours;
c) from 5.01 to 7.5 credits: 2.0 hours;
d) from 7.51 to 9 credits: 2.5 hours.

Art. 21. Oral examinations shall have the following duration per part of an examination:

a) if an oral examination is the sole type of examination:
   - up to 4 credits: 20 minutes;
   - above 4 credits: 30 minutes;

b) if an oral examination is set in conjunction with other examination types, the duration of the examination shall be 15 minutes.

In group examinations, the duration of the examination shall increase by 10 minutes for each additional candidate.

Art. 21bis. Oral examinations shall be conducted either in groups of three to five students or as individual examinations. Individual examination must be minuted by an expert person.

Art. 22. The examination form "student's active participation in class" may only be applied in examination parts with a minimum of 2 credits and with a course size of a maximum of 30 students.

It may also be combined with examination types that are applied during vacation time.

The sole combination of this examination form with an oral examination shall not be admissible.

Art. 23. The organisation of examinations shall lie within the competence of

a) the Secretary of Studies for examinations during vacation time;
b) the faculty in charge of the lecture/seminar courses during term time.

The Dean of Studies shall issue guidelines for the organisation of decentral examinations and monitor compliance with them.

Art. 24. The Senate Committee shall issue implementation provisions for regular and alternative examination dates.

Art. 24bis. The Dean of Studies shall issue guidelines for electronic semester enrolment, the allocation of students to courses, and application for and withdrawal from examinations.

VI. Mentoring programme

Art. 25. The University shall offer a mentoring programme in order to provide participating students with information about their transdisciplinary and social competencies, leadership skills, ability to assume personal responsibility and ability for self-reflection, and to encourage all these, in a suitable form.
Art. 25bis. 1 Student participation shall be voluntary and shall take place on request.

Art. 25ter. 1 The office in charge of the mentoring programme shall regulate the application procedure and allocate the places available.
2 No one shall be entitled to a mentoring place or a special mentor.
3 There shall be no legal remedy to appeal against admission and allocation.
4 The University of St. Gallen shall be entitled to reject applications to the mentoring programme without stating any reasons and to expel participants from the mentoring programme at a later date.

Art. 25quater. 1 Students who complete the mentoring programme may be awarded a certificate.

Art. 25quinquies. 1 The configuration of the mentoring process shall be the mentors’ and mentees’ responsibility; they may conclude a mutual mentoring agreement.
2 The University shall not be held liable for the contents and consequences of a mentoring process.
3 The mentors and mentees shall undertake to
   a) pursue all their activities without any payment in kind,
   b) refrain from introducing any topics into their mentoring relationship that might discriminate against or violate other persons.

Art. 25sexies. 1 The Senate Committee may issue provisions concerning the organisation of the mentoring programme.

VII. Final provisions

Art. 26. [Repealed.]

Art. 27. [Repealed.]

Art. 28. 1 These Regulations shall be applicable as from 1 October 2003.\textsuperscript{10}

On behalf of the Senate:

The President:
Prof. Dr. Thomas Bieger

The General Counsel:
lic. iur. Hildegard Kölliker

\textsuperscript{10} The amendments of the Senate of 23 May 2011 shall become effective as from 1 August 2011.