Information
Bachelor study course – TCM
and
Master study course
Management of Textile Trade and Technology

Prof. Dr. Boris Mahltig
Examination regulations

- Legal frame work (in German)
- Guide to the course of study

- Responsible for definition, decisions, planning:
  - Examination committee

- Responsible for operation (daily business like forms, applications, transcripts, certificates)
  - Examination office

Reference letter
For new VISA
Some remarks to the thesis

**Bachelor**
Look for a topic and a supervisor during the 5th or 6th semester.
Use the time before the next semester starts, to become familiar with the topic, to collect “material” like literature etc. to become sure that your decision was right.
Apply for the workshop “final thesis”.

**Duration** (official start after application in the examination office)
Minimum: -
Maximum: 3 months
Enlargement: 4 weeks

**Master**
1st Semester

Minimum: -
Maximum: 4 months
Enlargement: 4 weeks (only possible under special circumstances)

**Guidelines:**
Minimum: 60 pages DIN A4
Maximum: 120 pages DIN A4

If a thesis is finished and handed in threefold to the examination office the two supervisors must assess it within 8 weeks.

Printed and electronic form, also including all internet sources
Lectures / Modul structure

• 2 or 3 lectures of different professors are put in one modul
• In the examinations the lectures of each modul are tested together
  • e.g. modul with 2 lectures (each counts 50%)
  • e.g. modul with 3 lectures (each counts 33%)
• Minimum of 50% points are needed to pass
Registration for examinations

• The registration for admission to the examination must be filed ONLINE using the TAN method, substituted in writing at the Examinations Office.

• Final deadlines for the registration that, if missed, lead to automatic exclusion from the examination.

• Date of the examination will be published no later than two weeks prior to the examination in question.
examinations

- Mainly written examinations
- Duration 90 to 120 minutes
- Examination of one whole modul
- Admissible aids (including a student’s own paper) will be published by means of a notice on the bulletin board.
Periods of examination

• 1. period – summer // June – July (3 weeks)

• 2. period – summer // September (2 weeks)

• 1. period – winter // January-February (3 weeks)

• For every master modul the examination is possible in each period of examination

• Remarks for the Bachelor courses
Examination - important

- New: if you fail in a third trial for the first time, an oral examination is possible (mark 4 – pass or 5 – fail), after the next unsuccessful third trial you cannot continue the study course.

- If you have failed a graded examination (Pr) you have to repeat it within one year. If not you will automatically registered for the same examination in the examination period one year later.
examinations

+ If a student withdraws from the examination after it has begun without a valid reason, the student will be deemed to have failed the examination (grade 5.0).
+ He/she must return the examination papers to the monitor and state the reason for the withdrawal for the record. In case of illness, the student must see a physician as soon as possible, who attests to the illness including the date.
+ Certificates attesting to the reason for the interrupt must be submitted to the Examinations Office or forwarded by mail as soon as possible after the scheduled examination date.
examinations

• **Deception:**
  – If a student attempts to influence the result of his examination either by cheating or by using inadmissible aids (including cellular phones) he/she will be excluded from continuing the examination. In this case, the student is deemed to have “failed” the subject examination.

• **Identification:**
  – The candidate must present his/her student ID as well as an identification card or passport. If one of these documents is missing, incomplete or expired, the student is deemed to have failed the examination.
Bachelor – Workshop Scientific methods

- 6 credit points collected in different seminars

- Block seminars offered by the department:
- HLL and summer academy (in German)
- Electives of Bachelor courses:
- At most one language course (level higher than A1) other than English
- Tutorials + tutor education course
# Bachelor – Workshop Scientific methods

**Leistungsübersicht zur Anrechnung für das Methodenseminar**  
Summary of records to be used for „seminar scientific methods“

<table>
<thead>
<tr>
<th>Name, Vorname / last and first name</th>
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<th>Matrikelnummer / student ID</th>
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<tr>
<th>Studiengang / course</th>
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<th>Datum</th>
<th>Unterschrift</th>
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Das Methodenseminar wurde erfolgreich abgeschlossen am:  
The workshop „Scientific Methods“ was successfully finished at: __________________________

[Signatures]

Prüfungsauflösungsvorsitzender  
Chairman of Examination Committee
Bachelor – credit points CPs

- 30 CPs – each semester
- 89 CPs – to apply for the supervised internship
- 175 CPs – to apply for Thesis
- 207 CPs – to apply for final oral examination
- 210 CPS
Bachelor – Bafög remarks

Regulation for “Bafög“:

after 4 semesters: 45 credit points achieved
after 5 semesters: 60 credit points achieved
after 6 semesters: 90 credit points achieved
after 7 semesters: 120 credit points achieved

For TCM course

Responsible for signature of Bafög forms – Prof. Harsch or Prof. Mahltig
Bachelor – Double Degree Program

• Double degree together with the Polytechnic University Tianjin / China

Bachelor in Textile and Clothing Management - HN
Bachelor International Textile and Clothing Mgmt. - TJPU

1. – 5. Semester in MG
    + Chinese language course

6. - 8. semester in Tianjin
    lectures, internships, projects, bachelor thesis

1. - 4. semester in Tianjin
    English and German language course

5. – 8. Semester in MG
    lectures, practical trainings, projects, bachelor thesis
Master

- 50 creditpoints are necessary for master students
- to apply for the master thesis, 87 for the oral examination (colloquium) and 90 to pass the Master examination.
Master Projects

• Every semester possible; 6CPs; no mark
• Registration with Prof. Rabe, Mrs. Lempa
• Several different topics supervised by one Professor
• Group of 2 to 8 students
• Results: written report and an oral presentation of project results
**Master Research and Complementary Studies**

- Wahlpflichtfächer / elective courses / min. 2

### Research and Complementary Studies (RaCS)

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Lecturer</th>
<th>Room</th>
<th>Day</th>
<th>Time</th>
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<tbody>
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<td>804</td>
<td>Multi-Channel-Retailing</td>
<td>Heinemann</td>
<td>SL/E</td>
<td>G E04</td>
<td>Mo 16.15-17.45</td>
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<td>SL/E</td>
<td>C E06</td>
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<td>SL/E</td>
<td>G E02</td>
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<td>Schlick</td>
<td>SL/E</td>
<td>G E02</td>
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<td>Schwarz-Pfeiffer</td>
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<td>G E02</td>
<td>Fr 12.15-13.45</td>
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<td>Vossebein</td>
<td>SL/E</td>
<td>G E03</td>
<td>Thu 14.15-15.45</td>
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### Application process

- [O] online
  - Information about the list of participants will be announced directly by the teacher

- [X] keine Angaben – bitte direkt an Dozent/-in wenden

- [O] online
  - Information about the list of participants will be announced directly by the teacher
  - The elective course "Ausrüstung und Beschichtung" will not be offered any more in winter term. Therefore students in the Master programme Textile Products are welcomed to join this course

- [O] online
  - Information about the list of participants will be announced directly by the teacher

- [O] online
  - Information about the list of participants will be announced directly by the teacher
  - Students MA TP are welcome in this lecture

- [O] online
  - Information about the list of participants will be announced directly by the teacher

- [I] persönlich in der 1. LV
Master Research Project

- Testat / qualified proof of participation
Master Thesis and Colloquium

• Master Thesis
  – printed work (80-150 pages; 4 months time; 30CPs)
  – Application form from examination office
  – Earliest done in the third semester
  – 2 supervising professors
  – 30% rate of complete mark

• Colloquium
  – Oral examination (30-45 minutes)
  – 3CPs
  – Last examination after the passed written examination
  – 5% rate of complete mark
Master Thesis – more remarks

• Look for a topic and suitable supervisor as early as possible
• Use the time before the next semester starts, to become familiar with the topic, to collect “material” like literature etc. to become sure that your decision was right.
Master Thesis – some more remarks

• No minimum time until delivery of the thesis

• 3 printed copies have to be delivered to examination office

• the thesis must contain also a CD – ROM which contains the whole thesis in open PDF- or WORD-format

• as well as copies of all cited internet sources, ...
Breakdown of Grades

• The grades are expressed in the numerals 1 - 5:
  • 1 = excellent
  • 2 = good
  • 3 = satisfactory
  • 4 = pass; sufficient
  • 5 = fail

• Possible: 1.0; 1.3; 1.7; 2.0;......; 3.7; 4.0; 5.0
Bachelor – Final grade

• 15 % grade of the Bachelor thesis,
• 5 % grade of the colloquium
• 80 % average of the subject-specific grades weighted with respect to the corresponding credit points per week
Master - Final grade

- 30 % grade of the Master thesis,
- 5 % grade of the colloquium
- 65 % average of the subject-specific grades weighted with respect to the corresponding credit points per week
Learning Agreement

• Necessary if less than 210 CPs in Bachelor // Bachelor less than 3.5 years

• Agreement for elective courses to gain the difference in CPs
Thank you

• For attention

• Please questions and remarks