

For information purposes only, the German original is binding.

**Examination Regulations (Rules)
of the Faculty of Agricultural and Nutritional Sciences
at Christian-Albrechts-Universität zu Kiel (Kiel University)
for students of 'Dairy Science'
leading to a Master of Science degree (M.Sc.)**

of 1 June 2017

Version published on 13 July 2017 (NBI. HS MSGJFS Schl.-H. p. 53), amended by statute of 12 July 2019, published on 26 September 2019 (NBI. HS. MBWK Schl.-H. p 48)

Based on Section 52 (1) 1 of the Schleswig-Holstein Higher Education Act (HSG) in the version published on 5 February 2016 (Law and Official Gazette for the Land of Schleswig-Holstein (GVOBl. Schl.-H. p.39), amended by Article 3 of the Act of 10 June 2016 (GVOBl. Schl.-H. p. 342), after a resolution was passed by the Convention of the Faculty of Agricultural and Nutritional Sciences of 18 January 2017, the following Rules were issued:

Table of contents:

- § 1 Scope of application
- § 2 Objective of the degree programme
- § 3 Academic title
- § 4 Structure of curriculum
- § 5 Academic year
- § 6 Admission to the Master's degree programme
- § 7 Restriction of admission to compulsory or compulsory elective courses
- § 8 Teaching and examination language
- § 9 Examination Board
- § 10 Examinations and module grades
- § 11 Requirements for admission to examinations
- § 12 Master's thesis
- § 13 Passing the Master's examination and calculating the final grade
- § 13a Transitional provisions of the amendment to the statute of 12 July 2019
- § 14 Entry into force

Annex 1 Programme schedule

Annex 2 Types of teaching and number of hours per week during the semester (SWS)

**§ 1
Scope of application**

- (1) In conjunction with the Examination Procedure Regulations of Christian-Albrechts-Universität zu Kiel for students of Bachelor's and Master's Degree Programmes (PVO), these Examination Regulations apply to the 1-subject Master's degree programme in Dairy Science at Kiel University.
- (2) Admission to modules offered by other faculties or other institutes of the same faculty and the respective examinations are subject to the examination regulations of the respective faculties or institutes.

§ 2

Objective of the degree programme

The Master's degree programme in Dairy Science systematically builds on the Bachelor's degree programme in Agricultural Sciences and imparts to students advanced knowledge, skills and scientific methods in the specialist fields of milk production, processing and marketing of dairy products. The degree programme is both theory- and application-oriented and leads to an advanced professional degree qualification to enable employment in a diverse range of professional fields within the above specialist areas. Depending on the specialised focus of the selected compulsory elective modules, the degree programme prepares graduates for occupations in operational management, consulting, the fodder industry, animal husbandry, agricultural technology, environmental consulting and/or the fields of processing, commercialisation, marketing and nutrition in companies operating on a national and international level. Through successful qualification graduates are able to systematically analyse specified tasks and independently apply scientific methods in an efficient and team-based manner. Accordingly, graduates are particularly well-suited for challenging roles in professional practice (management personnel) or as early career researchers (doctoral degree).

§ 3

Academic title

The student is awarded the degree of Master of Science (M.Sc.) if he or she has obtained at least a final grade of 'sufficient'.

§ 4

Structure of curriculum

- (1) The standard period of study for the Master's degree programme is four semesters. The degree programme encompasses approximately 62 weekly 45-minute teaching units for the duration of one semester of about 12 weeks (Semesterwochenstunden - SWS) and 120 ECTS credits, including 27 ECTS credits for the Master's thesis. The type and scope of courses and lectures in the compulsory modules are listed in the annex 2. The examination grades required for the additional modules offered by the faculty under the interdisciplinary compulsory elective section are stated in the module descriptions approved by the Examination Board and the Faculty Convention before the start of the semester, which will be published in an appropriate location. The Examination Board shall decide on exceptions to these rules.
- (2) A Master's degree programme comprises modules totalling 93 ECTS credits, in addition to the Master's thesis totalling 27 ECTS credits.
- (3) Compulsory elective sections 1 and 2 comprise 30 ECTS credits and may be entirely or partially completed abroad. Selection and recognition of these modules must be approved by the Examination Board.
- (4) The modules are divided into the following sections:
 - compulsory section - 63 ECTS credits (11 modules)
 - compulsory elective section 1 - 18 ECTS credits
 - compulsory elective section 2 - 12 ECTS credits
- (5) The modules which can be selected from the compulsory elective section are respectively approved by the Examination Board and Faculty Convention before the start of the

For information purposes only, the German original is binding.

semester and published in an appropriate location. The Examination Board shall decide on exceptions to these rules.

- (6) In compulsory elective section 2, up to 12 ECTS credits can be selected from the additional options for students of Master's degree programmes offered by the faculty or from the options of degree programmes leading to a Master of Science degree from another faculty within the scope of available capacity or from the options of degree programmes leading to a Master of Science at a foreign university.

§ 5

Academic year

- (1) The academic year applies to this degree programme. Courses in odd-numbered semesters are only offered in a winter semester.
- (2) Registrations for odd-numbered semesters are only possible in the winter semester and for even-numbered semesters only in the summer semester.

§ 6

Admission to the Master's degree programme

- (1) Prerequisites for admission to the Master's degree programme are:
1. Submission of a complete application for the aptitude test for the Master's degree programme within the deadlines set by Kiel University and announced on the Dairy Science degree programme's website. The application must include a degree certificate and a transcript of records issued by the respective university displaying at least 120 ECTS credit points.
 2. Evidence of a professional qualification in agricultural sciences or a related degree programme with a standard period of study of at least three years and encompassing at least 180 ECTS credit points at a higher education institute in the Federal Republic of Germany or a recognised foreign higher education institute with an overall grade of at least 2.5.
 3. Evidence of
 - a. the acquisition of at least 30 ECTS credit points from lectures with non-overlapping contents in the field of Livestock Sciences in a degree programme in accordance with paragraph 2, or
 - b. practical activities in the field of Livestock Sciences in Germany or abroad of at least 425 hours (corresponding to 3 months of full-time work) in the past five calendar years. This can be evidenced via work experience, voluntary work or a professional occupation, for example.

The evidence of a practical activity can be exchanged for experience in the field of Livestock Sciences research with a comparable scope to sentence 1 in the past five calendar years. Experience in the field of Livestock Sciences research can be evidenced via, for example, cooperation in research projects, (co)initiation of a research project or successful publication of your own research results in scientific, peer-reviewed journals.
 - c. the motivation behind wanting to study this degree programme. This is evidenced by a motivational letter of up to 4000 characters included in the application. It must show which existing scientific knowledge and/or professional experience supports the applicant's consideration of him/herself

For information purposes only, the German original is binding.

as particularly suitable for participation in the Master's degree programme in Dairy Science in Kiel, which practical experiences he/she has in the field of Dairy Science and what the applicant expects the degree programme will provide for his/her later scientific and professional career. The Examination Board will determine whether a motivational letter in the sense of 3c has been presented.

4. Evidence of a sufficient knowledge of English. More details can be found in the study qualification rules (Studienqualifikationssatzung).
- (2) Graduates of the Bachelor's degree programme in Agricultural Sciences at Kiel University with a qualification in the field of Livestock Sciences with a minimum grade of 2.5 are admitted to the degree programme without any further technical requirements and notwithstanding the language requirements in accordance with the study qualification rules (Studienqualifikationssatzung).
- (3) The office in charge of decisions about recognition of coursework and examinations and the equivalence of qualifications in accordance with the Recognition Rules is responsible for decisions in accordance with this provision.

§ 7

Restriction of admission to compulsory or compulsory elective courses

- (1) The number of places available for the individual compulsory or compulsory elective courses will be determined by the Faculty Convention at the request of the module coordinator. If more students initially register for the seminars and practical exercises than there are places available, the responsible committee will determine whether the remaining students can be accommodated through other or additional lectures.
- (2) If it is not possible to accommodate all the remaining students, the course administrator will select a number of students from those registered for a degree programme in which the course is envisaged as part of the curriculum, who have promptly registered by the date stipulated by the course administrator and who satisfy the conditions of attendance. Preference is to be given to students whose number of semesters would be increased by non-admission. Equally ranked students will be selected by drawing lots. In order to avoid cases of hardship, the module coordinator may deviate from this procedure upon request.

§ 8

Teaching and examination language

Examinations and lectures for the compulsory modules and compulsory elective modules (Catalogue 1) are held in English. The teaching and examination language for compulsory elective modules not listed in Catalogue 1 is specified in the module description.

§ 9

Examination Board

Contrary to Section 3 (2) 1 of the Examination Procedure Regulations (PVO), the Examination Board consists of four members who are university lecturers, one member from the scientific personnel and two members from the student body. The Dean of studies and the study coordinator shall have an advisory vote.

For information purposes only, the German original is binding.

§ 10

Examinations and module grades

- (1) The type and number of examinations required for the compulsory modules is provided in the annex 1. The examination grades required for the compulsory elective modules offered by the faculty for the compulsory elective section are provided in the module descriptions approved by the Examination Board and the Faculty Convention before the start of the semester, which will be published in an appropriate location. The Examination Board shall decide on exceptions to these rules.
- (2) Oral examinations (M) and oral presentations (R) are permitted as oral examination performance. The duration of an oral examination must be at least 15 minutes per candidate, but must not exceed 45 minutes.
- (3) Written examinations include written tests (K), term papers (H) and protocols (P). The duration of a written examination (K) is usually at least 30 minutes and no longer than 90 minutes. The Examination Board determines exceptions, such as in the case of examinations with a practical section.
- (4) A seminar contribution (Sb), consisting of a presentation and a written report, is admissible as a further examination.
- (5) If a module examination consists of several examinations, the module grade will be calculated using the weighting of the individual examinations indicated in the annex 1. Details of the examination weightings for the modules offered by the faculty in the compulsory elective section will be specified by the Examination Board and the Faculty Convention before the start of the semester and published in an appropriate location.

§ 11

Requirements for admission to examinations

- (1) If a module encompasses internships, practical exercises or field trips, admission to the examination is subject to regular participation in these courses. A maximum of one course date may be missed without giving reasons for the non-attendance. If, however, other course dates up to a maximum of 20% of all dates are missed for reasons stated under Section 52 (4) HSG, in justified exceptional cases, at the request of the student the module coordinator may specify substitute performance for those parts of the course that were missed.
- (2) The following examination prerequisites in annex 1 may be defined as admission requirements for examinations:
 - regular attendance of courses in accordance with Section 52 (12) HSG
 - a passed oral presentationDetails will be published in a suitable manner by no later than the start of the course.
- (3) Modules for which admission to the examination assumes regular participation in the courses are marked in Annex 1 and Annex 2. Regarding regular attendance to lectures: in the case of modules in the additional options from the compulsory elective section offered by the faculty for students of Master's degree programmes, courses which require full attendance for admission to the examination are subject to the examination regulations of the department offering the course.

For information purposes only, the German original is binding.

§ 12 Master's thesis

- (1) Students who have obtained at least 30 ECTS credits in examinations from completed modules may be admitted to a Master's thesis.
- (2) The period from when the topic is issued until the Master's thesis is submitted is 26 weeks.
- (3) The topic of the Master's thesis may be handed back only once and only within six weeks of the topic being issued.
- (4) Upon application for admission to the Master's thesis, the candidate is to nominate the topic in agreement with the supervisor.
- (5) In exceptional cases and with the consent of the Examination Board, the Master's thesis may be prepared at an institution outside the University, provided that appropriate supervision of the candidate is available there. Supervision may also be provided by postdocs working at the supervising facility, who are qualified in accordance with Section 4 of the Examination Procedure Regulations (PVO). In cases of doubt the Examination Board will decide.
- (6) The Master's thesis is to be written in English.
- (7) Two hard copies of the Master's thesis and additionally one digital copy are to be submitted to the responsible Examination Office in the form prescribed in the Examination Board guidelines.
- (8) The Master's thesis is to be assessed by both examiners within six weeks of submission.

§ 13 Passing the Master's examination and calculating the section grades and final grade

- (1) The Master's examination has been passed if all the necessary compulsory examinations listed in the annex 1 have been passed, a sufficient number of ECTS credits has been earned through passing examinations in the compulsory elective sections 1 and 2, and the Master's thesis has also been passed with the necessary number of ECTS credits.
- (2) The calculation of the final grade includes:
 1. the section grades for the compulsory modules and compulsory elective sections 1 and 2, weighted with the ECTS credits allocated to the relevant section. To calculate the section grades, the grades of the completed section modules are weighted with the ECTS credits allocated to the relevant module in question.
 2. the grade for the Master's thesis with 27 ECTS credits.
- (3) The section grades are calculated by taking the highest grades for the modules assigned to the section in question, for which the total ECTS credits must reach the number of ECTS credits required as a minimum for that section. If the ECTS credits for the final module taken into account exceed the total of ECTS credits required for this section, only ECTS credits up to attainment of the total number of ECTS credits required will be taken into account.

§ 13a Transitional provisions of the amendment to the statute of 12 July 2019

- (1) Module examinations which have been completed and passed in full by the date these Examination Regulations enter into force will remain valid
- (2) If a student has completed and passed independent parts of a module examination, these partial achievements will be recognised accordingly. The Examination Board determines

For information purposes only, the German original is binding.

which additional examinations are necessary to complete the module, under consideration of the module's learning targets and the purpose of the examination.

- (3) Examinations failed before these Rules entered into force will be set off against the number of attempts allowed under the new Examination Regulations, provided the structure of the new module examinations permits recognition.
- (4) The Examination Board decides regarding special cases of hardship for which the student is not responsible.

§ 14 Entry into force

These rules enter into force on 1 October 2017.

Approval in accordance with Section 52 (1) 1 of the Higher Education Act (HSG) was granted by the University Board at Kiel University in its letter dated 30 May 2017.

Kiel, 1 June 2017

Prof. Dr Joachim Krieter
Dean of the Faculty of Agricultural and Nutritional Sciences,
Kiel University (CAU)

For information purposes only, the German original is binding.

Annex 1

Programme schedule for the Master's in Dairy Science

Semester 1-2

10 compulsory modules – 60 ECTS credits

10 Pflichtmodule – 60 Leistungspunkte

Period	Module code	Module description	Compulsory	Examination prerequisite	Compulsory attendance	Graded exam	Credits
WS	dsAEF001-01a	Dairy Economics: Production and Processing	X	Sb		M	6
WS	AEF-ds002	Eco-Efficiency of Dairy Systems	X	R		M	6
WS	AEF-ds003	Health Management in Dairy Herds	X	R	E	M	6
WS	AEF-ds004	Dairy Processing and Quality	X			K	6
WS	AEF-ds005	Dairy Cattle Breeding	X			M50+R50	6
SS	AEF-ds006	Forage Quality and Conservation	X		E	M75+Sb25	6
SS	AEF-ds007	Machine Milking	X	R	PÜ	M	6
SS	AEF-ds008	Animal Behaviour and Welfare	X	R	PÜ	M	6
SS	dsAEF009-01a	Ruminant Nutrition	X			M	6
SS	AEF-ds010	Biometrical Planning and Inference	X			M	6

Semester 3^(MF)

Compulsory elective section 1 - 18 ECTS credits

Compulsory elective section 2 - 12 ECTS credits

Period	Module code	Module description	Compulsory	Graded exam	Credits
WS or SS		Modules totalling 18 ECTS credits from		X	18
WS or SS		Optional, modules totalling 12 ECTS credits		X	12

Semester 4^(MF)

1 compulsory module – 3 ECTS credits

1 Master's thesis – 27 ECTS credits

Period	Module code	Module description	Compulsory	Graded exam	Credits

For information purposes only, the German original is binding.

WS or SS	AEF- ds011	Scientific Methods and Standards*Oral Defence of Master's Thesis	X	R	
SS		Master's thesis	X	X	2

Key

M= oral examination - R= oral presentation - K= written examination - H= term paper - P= protocol - Sb= seminar contribution (composite examination) E= field trip – PÜ= practical exercise - ^(MF)= mobility window

For information purposes only, the German original is binding.

Annex 2

Types of teaching and number of hours per week during the semester (SWS)

Compulsory module

Module code	Module	V	S	Ü	PÜ	E	T*	Compulsory attendance
AEF-ds011	Scientific Methods and Standards*Oral Defence of Master's Thesis		2 SWS					
dsAEF001-01a	Dairy Economics: Production and Processing	2 SWS	2 SWS				2 SWS	
AEF-ds002	Eco-Efficiency of Dairy Systems	2 SWS	1 SWS	1 SWS				
AEF-ds003	Health Management in Dairy Herds	1,5 SWS		2 SWS		0,5 SWS		E
AEF-ds004	Dairy Processing and Quality	4 SWS						
AEF-ds005	Dairy Cattle Breeding	2 SWS	2 SWS					
AEF-ds006	Forage Quality and Conservation	2 SWS	1 SWS			1 SWS		E
AEF-ds007	Machine Milking	1,7 SWS	1 SWS		1,3 SWS			PÜ
AEF-ds008	Animal Behaviour and Welfare	2 SWS	1 SWS		1 SWS			PÜ
dsAEF009-01a	Ruminant Nutrition	4 SWS					2 SWS	
AEF-ds010	Biometrical Planning and Inference	3 SWS		1 SWS				

Key

V= lecture - S= seminar - Ü= exercise - PÜ= practical exercise - E= field trip
SWS= hours per week during the semester