



**Deutsche
Sporthochschule Köln**
German Sport University Cologne

■ Sportpark Müngersdorf 6, ■ , 50933 Cologne ■

OFFICIAL NOTICES

No.: 08/2025

Department 1
Cologne, 10 November 2025

CONTENTS

EXAMINATION REGULATIONS of the German Sport University Cologne for the Bachelor's degree programmes in sport science dated 28 October 2025

here: Amendment to Sections 12, 13, 15 and 17

Editor: The President

B.A. Sport and Health in Prevention and Therapy
B.A. Sport Management and Sport Communication
B.Sc. Sport and Performance
B.A. in Sport Journalism
B.A. Sport, Experience and Movement: effective from the 2020/21 winter semester
B.A. Sport and Movement Mediation in Leisure and Recreational Sports
of 28 October 2025

Pursuant to Section 2 (4) and Section 64 (1) of the Higher Education Act of the State of North Rhine-Westphalia (Higher Education Act - HG) in the version of the Higher Education Future Act of 16 September 2014 (GV.NRW p. 547), last amended by Article 2 of the Act of 19 December 2024 (GV.NRW p. 1222), the German Sport University Cologne has adopted the following Bachelor's Examination Regulations as its statutes:

Table of Contents:

I. General Provisions

- § 1 Scope of application of the Bachelor's Examination Regulations
- § 2 Aims of the programme
- § 3 Bachelor's degree
- § 4 Admission
- § 5 Start of studies
- § 6 Standard duration and scope of study, structure of the programme
- § 7 Structure and requirements of the programme, credits

II. General Regulations

- § 8 Examination Board
- § 9 Examiners
- § 10 Recognition of periods of study, academic achievements and examination results, Placement in higher semesters
- § 11 Absence, cheating, breach of regulations, de-registration
- § 12 Module examinations, their component parts and examination dates
- § 13 Admission to module examinations / compulsory attendance
- § 14 Examination formats
- § 15 Bachelor's thesis
- § 16 Assessment of module examinations or partial examinations, calculation of module marks and
Determination of the overall mark
- § 17 Repeating module examinations, partial examinations and the Bachelor's thesis
- § 18 Compensation for disadvantages, grace periods and special family circumstances
- § 19 Completion of studies
- § 20 Bachelor's certificate and Bachelor's degree certificate
- § 21 Diploma Supplement and Transcript of Records

III. Final provisions

- § 22 Revocation of the Bachelor's degree
- § 23 Access to examination records
- § 24 Entry into force, publication and exclusion of objections

§ 1

Scope of application of the Bachelor's Examination Regulations

These Bachelor's Examination Regulations (BPO) apply to the Bachelor's degree programmes in sport science at the German Sport University Cologne. The general section sets out the fundamental structures of the Bachelor's degree programme. The content and requirements of the individual Bachelor's degree programmes are set out in programme-specific provisions in the module handbooks. These are accompanied by study plans and study progression plans.

§ 2

Aim of the programme

- (1) The Bachelor's degree programmes lead to a qualification that enables graduates to enter the profession and is also a prerequisite for possible admission to a Master's degree programme.
- (2) The programme, as part of the tiered Bachelor's and Master's degree structure, aims to equip students with the necessary specialist knowledge, skills and methods, taking into account the demands and changes in the professional world, so that they are capable of undertaking sport science research, exercising scientifically sound judgement, critically evaluating scientific findings and acting responsibly.
- (3) The Bachelor's programme is designed to teach the fundamental methods, issues and theories of sport science. A further aim of the programme is to develop the ability to apply and communicate the acquired knowledge in a manner specific to the professional field. In doing so, the programme initially draws on the diversity of potential career paths.

§ 3

Bachelor's Degree

Upon successful completion of the programme, the German Sport University Cologne awards the academic degree of 'Bachelor of Arts' (B.A.) or 'Bachelor of Science' (B.Sc.).

§ 4

Admission

Admission to the Bachelor's programme is restricted to those who

1. hold a university entrance qualification (general or subject-specific) or a qualification recognised as equivalent by law or by the competent state authority. Professionally qualified applicants without a university entrance qualification may also be admitted. The admission procedure and the conduct of the entrance examination are governed by the Regulations on University Admission for those qualified through vocational training at the German Sport University Cologne, in the currently valid version,
2. can provide evidence of particular aptitude for the study of sport. The procedure and performance requirements are governed by the 'Regulations for the

assessment of particular aptitude for the sport science programmes at the German Sport University Cologne',

3. submits a declaration stating that he or she has not already definitively failed a Bachelor's degree programme in sport science or an examination required under these examination regulations in a programme related to or similarly structured to the Bachelor's degree programme in sport science at another university within the scope of the Higher Education Framework Act,
4. this applies in particular to degree programmes in sport science at the German Sport University Cologne leading to a Diplom degree, or to the First State Examination for teaching at secondary level II/I (Gymnasium, Gesamtschule, Berufskolleg, Realschule),
5. is not currently undergoing an examination procedure in the same degree programme at another higher education institution.

§ 5

Commencement of studies

The Bachelor's programme generally commences in the winter semester.

§ 6

Standard duration of study, scope of study and structure of the programme

- (1) The standard duration of study is three academic years until the Bachelor's degree is awarded. An academic year consists of two semesters.
- (2) All Bachelor's programmes share a core curriculum comprising 7 modules worth 48 credits (CP) under the European Credit Transfer System (ECTS) and key qualification modules comprising 3 modules worth 12 CP. Building on this, the individual Bachelor's programmes comprise a further 12 to 14 modules from the career-oriented studies, including profile-deepening and profile-supplementing studies worth 100 CP, an internship worth 8 CP and the Bachelor's thesis worth 12 CP.
- (3) The duration of the work placement (basic placement) to be documented is a total of six weeks. Further details are set out in the module handbooks.

§ 7

Structure and requirements of the programme, credits

- (1) The programme is structured in modules. Modules are thematically and temporally self-contained units of study that lead to a partial qualification related to the respective programme objective. Modules may consist of various forms of teaching and learning.
- (2) A module generally comprises 4 to 8 contact hours per week. A module is completed within one semester or a maximum of two semesters. The programme consists of compulsory and compulsory-elective modules. Further details are set out in the module handbooks.
Modules from the basic studies, the key qualification modules, and the specialisation and supplementary modules may be grouped into module clusters, from which specific

compulsory-elective modules are studied. Further details are set out in the module handbooks.

- (3) Admission to a module may be subject to certain prerequisites, in particular the successful completion of one or more other modules. Further details are set out in the module handbooks.
- (4) Courses must be taken as part of modules. Learning assessments may be conducted during courses. These may be a prerequisite for sitting module examinations or partial examinations. Learning assessments are not graded. Further details are set out in the module handbooks.
- (5) Completion of a module requires the successful completion of a marked module examination (see § 12). Further details are set out in the module handbooks.
- (6) Where examination performance is assessed and graded using a credit system, the credits for a module indicate the amount of student effort that is generally required to meet the respective requirements and achieve the learning objectives. In addition to attendance at courses forming part of the module, this includes all preparation and follow-up work on the course material, the preparation and drafting of individual contributions, and preparation for and participation in assessments and examinations. The average workload is set at 1,800 hours per academic year. 60 credits must be earned per academic year. A workload of approximately 30 hours is assumed for the acquisition of one credit. Credits are awarded for passed modules, for the successful completion of the Bachelor's thesis and for the placement.
- (7) One credit under paragraph 6 corresponds to one credit under the European Credit Transfer System (ECTS).

§ 8

Examination Board

- (1) The Examination Board is responsible for organising and supervising the proper conduct of module examinations and for the other tasks assigned to it by these examination regulations.
- (2) The Examination Board consists of:
 1. the Chair, drawn from the group of university lecturers
 2. two further members from the group of university lecturers
 3. one member from the group of academic staff
 4. one member from the group of technical and administrative staff
 5. one member from the group of students

The Senate shall elect a deputy for the Chair from among the other members of the group of university lecturers. A deputy shall likewise be elected for all other members. These deputies shall act when the members from the relevant group are unable to attend. The Head of the Examinations Office is, by virtue of their office, an advisory member of the Examinations Board.

The term of office for members from the group of university lecturers, the group of academic staff and the group of technical and administrative staff is three years; the term of office for the student member is one year. Re-election is permitted.

- (3) The Examination Board is an authority within the meaning of administrative procedure and administrative litigation law.
- (4) The Examination Board ensures that the provisions of these Examination Regulations are observed and oversees the proper conduct of examinations. In particular, it is responsible for ruling on appeals against decisions made in examination proceedings. The Examination Board reports regularly, at least once a year, to the Senate on the progress of examinations and study periods. It makes suggestions for the reform of the examination regulations and the module handbooks. The Examination Board may, in all ordinary cases, delegate the performance of its duties to the Chair; this does not apply to appeals and the report to the Senate.
- (5) The Examination Board has a quorum if the Chair or their deputy and at least three other members are present, at least one of whom must be from the group of university lecturers. In matters directly concerning teaching, with the exception of its assessment, it must be ensured that members from the group of university lecturers hold at least half of the votes. The Examination Board shall take decisions by a simple majority of those present. In the event of a tie, the chairperson shall have the casting vote; in their absence, the deputy chairperson shall have the casting vote. The member from the group of technical and administrative staff shall have the right to vote on matters relating to teaching only insofar as they perform relevant functions at the university and possess particular experience in the relevant field. The chairperson shall decide whether these conditions are met. The student member of the Examination Board shall not be involved in the assessment and recognition of academic and examination achievements.
- (6) The members of the Examination Board have the right to attend examinations.
- (7) The meetings of the Examination Board are not open to the public. The members of the Examination Board and their deputies are subject to the official duty of confidentiality. Unless they are in the civil service, they shall be bound to confidentiality by the Chair of the Examination Board.
- (8) The Examination Office of the German Sport University Cologne is at the disposal of the Chair of the Examination Board for the performance of the tasks assigned to them and the implementation of the Examination Board's decisions.
- (9) Any adverse decisions taken by the Examination Board must be communicated to the candidate without delay. Before the Examination Board takes any final decisions, the candidate must be given the opportunity to be heard.

§ 9 Examiners

- (1) The Examination Board appoints examiners and assessors. Only persons who are authorised to do so under Section 65 (1) of the Higher Education Act (HG) and who, unless compelling reasons require otherwise, have carried out independent or autonomous teaching activities in the field to which the module examination relates may be appointed as examiners. Only persons who have obtained a relevant university degree or passed a comparable examination may be appointed as assessors.
- (2) The Examination Board may also appoint additional examiners for individual modules who deliver courses in the modules in question.
- (3) Examiners are independent in their examination duties.

§ 10

Recognition of periods of study, academic achievements and examination results, placement in higher semesters

- (1) Passed and failed credits obtained at another higher education institution within the scope of the Basic Law in the same degree programme shall be recognised automatically. Passed and failed credits in other degree programmes or at other higher education institutions, as well as at state or state-recognised vocational academies, shall be recognised upon application, provided that no significant differences can be demonstrated, established and justified. Upon application, the university may recognise other knowledge and qualifications on the basis of the documents submitted.
- (2) Significant differences exist in particular where the competences acquired do not meet the requirements of the relevant subject. In such cases, a comprehensive assessment and evaluation must be carried out rather than a schematic comparison. For periods of study, academic achievements and examination results obtained outside the scope of the Basic Law, the equivalence agreements approved by the Standing Conference of the Ministers of Education and Cultural Affairs, as well as agreements made within the framework of university partnerships, must be observed. In cases of doubt, the Central Office for Foreign Education may be consulted.
- (3) The student must submit the documents required for credit transfer in German. Where documents are not written in German, certified translations must be attached at the request of the Examination Board. The documents must contain information on the competences acquired and, in this context, on passed, failed or completed modules, as well as on other knowledge and qualifications to be recognised. When recognising periods of study and modules from degree programmes, the relevant module descriptions and the Transcript of Records or a comparable document must generally be submitted.
- (4) The academic and examination achievements of school pupils who, in individual cases, have been admitted to courses and examinations as young students outside the enrolment regulations on the basis of exceptional talent shall be credited upon application in the event of subsequent study.
- (5) The relevant Examination Board is responsible for credit transfers in accordance with paragraphs 1 to 4. Before determining whether there are significant differences, a subject representative must generally be consulted.

- (6) Where academic and examination achievements are recognised, the grades – provided the grading systems are comparable – shall be adopted and included in the calculation of the subject grade. In the case of incomparable grading systems, the notation 'recognised' shall be included. The recognition shall be indicated on the transcript.

§ 11

Absence, Cheating, Breach of Regulations, De-registration

- (1) An examination performance shall be graded as "unsatisfactory" (5.0) if the candidate misses an examination date without valid reasons or if they withdraw from the examination after it has begun without valid reasons. The same applies if a written examination performance is not completed within the specified time limit.
- (2) If candidates attempt to influence the result of an examination by deception, for example by using unauthorised aids, the examination in question shall be deemed not to have been taken and shall be graded as 'unsatisfactory' (5.0); the actual determination shall be made by the relevant examiner in the case of oral examinations, and by the invigilator in the case of written examinations, and shall be recorded. The marking shall be carried out by the Examination Board.
- (3) A candidate who disrupts the proper conduct of the examination may, as a rule, be excluded from continuing the examination by the relevant examiner or invigilator following a warning; in which case the examination performance in question shall be graded as 'unsatisfactory' (5.0), and the reasons for the exclusion must be recorded. In serious cases, the Examination Board may exclude the candidate from sitting further examinations.
- (4) Adverse decisions must be communicated to the person concerned in writing without delay, stating the reasons. Before a decision is made, the person concerned must be given the opportunity to comment.
- (5) The German Sport University Cologne may require and accept a statutory declaration from the candidate that the examination performance was completed independently and without unauthorised assistance. Anyone who intentionally contravenes this regulation is guilty of an administrative offence. The offence may be punished with a fine of up to 50,000 euros. The competent administrative authority for the prosecution of administrative offences is the Registrar. In the event of repeated or other serious attempts at deception, the candidate may also be expelled.
- (6) If the candidate has cheated in an examination and this fact only becomes known after the certificate has been issued, the Chair of the Examination Board may subsequently correct the result and mark for the examination in which the candidate cheated, and declare the examination to have been failed in whole or in part.
- (7) If the requirements for admission to a module within the framework of which an examination was taken were not met, without the candidate intending to deceive in this regard, and if this fact only becomes known after the certificate has been issued, this deficiency is remedied by the successful completion of the examination. If the candidate

has intentionally obtained admission under false pretences, the chair of the examination board shall decide on the legal consequences in accordance with the Administrative Procedure Act for the State of North Rhine-Westphalia.

- (8) The candidate shall be given the opportunity to comment before a decision is made.
- (9) The incorrect certificate shall be withdrawn. A new one shall be issued. A decision pursuant to paragraph 6 and paragraph 7, sentence 2, shall be precluded after a period of five years from the date of the examination certificate.

§ 12

Module examinations, their partial examinations and examination dates

- (1) In addition to the Bachelor's thesis and the placement, the Bachelor's programme consists of module examinations or partial examinations. When designing the modules as a whole, as well as when determining examination-relevant coursework, care must be taken to ensure a reasonable number of individual examinations in view of the examination workload on students. Where the format of a module examination or partial examination is not strictly tied to the teaching period (e.g. presentation, practical sports examination), the module examination must be held outside the lecture period.
- (2) The module is completed upon passing the module examination with the corresponding grade and successful attendance at the courses designated for the module. Credits are awarded following successful attendance at courses and upon completion of the module. Module examinations are passed if each individual sub-examination has been graded with at least a 'pass' (4.0) in accordance with § 16. If individual sub-exams of a module exam are not passed, only these must be retaken in accordance with § 17. Module exams and sub-exams are held throughout the course of study. Passed module exams or sub-exams may not be retaken. Module exams that have not been passed or are deemed not to have been passed must be retaken.
- (3) The examination periods are module-specific and are announced at the start of the lecture term; the specific examination dates are usually announced at least two weeks before the examination date. Candidates must also be informed of the respective resit dates for these examinations. Oral examinations and oral resit examinations may be arranged at any time.
- (4) Students register for module examinations and resits via the campus management portal [myspoho](#). As a rule, the prerequisite for admission to the registered module examination is enrolment in at least one course within the relevant module.
- (5) Candidates may withdraw from module examinations no later than one week before the respective examination date. For module examinations scheduled outside the examination period, withdrawal is possible no later than one week before the date of the module examination or the first part of the examination. No reason is required; withdrawal from a module examination must be done via the campus management portal [myspoho](#).

- (6) Reasons for withdrawing from an examination or failing to attend an examination must be communicated to the Examinations Office in writing without delay and substantiated. In the event of illness, a medical certificate must be submitted to the Examinations Office no later than the third working day after the examination. If the certificate is sent by post, it must have been posted on the second day after the examination. When counting the days, the day of the examination itself is included, and Saturday counts as a working day. A certificate of incapacity for work is not sufficient; incapacity to sit the examination must be demonstrated separately. In justified individual cases, the chair of the Examination Board may require the submission of a medical certificate from a medical examiner appointed by the Examination Board. If the Examination Board accepts the reasons, the student will be notified in writing.
- (7) If a candidate provides credible evidence in the form of a medical certificate that they are unable, due to a long-term or permanent physical or mental disability, to sit the module examination in whole or in part in the prescribed form, the chair of the examination board shall assess whether equivalent examinations can be taken in a different form. Reasons for absence relating to particular family circumstances () shall also be given due consideration.
- (8) Students may only undertake coursework and examinations for as long as they are enrolled in or admitted to this degree programme.
- (9) In accordance with Section 48 (5) of the Higher Education Act (HG), students on leave of absence are not entitled to undertake coursework or examinations. An exception is the retaking of failed examinations.

§ 13

Admission to module examinations / compulsory attendance

- (1) Only those enrolled at the German Sport University Cologne in a Bachelor's degree programme in sport science (or admitted in accordance with Section 52 (2) of the Higher Education Act as an external student) may be admitted to module examinations. Furthermore, admission may only be refused if the candidate has definitively forfeited their right to sit the examination by missing a retake deadline or failing the module examination.
- (2) In principle, students are under no obligation to attend courses regularly. Compulsory attendance may only be required in cases where it is absolutely essential for achieving the learning objectives. For courses with compulsory attendance, regular attendance is a prerequisite for sitting the examination.
- (3) Compulsory attendance is justified in particular where the learning objective cannot be achieved, or cannot be achieved to the same standard, without attendance. This is generally the case where at least one of the following reasons applies:
 - The obligation to demonstrate regular attendance at modules or courses arises from the initiation and pursuit of academic discourse, which is the primary and defining element and the essential learning objective of the module or course. Academic discourse is characterised by the presentation of academic questions and arguments and the

articulation of one's own position, as well as critical reflection and mutual exchange regarding what has been presented.

- The requirement for verifiable regular attendance at modules or courses stems from the didactic design of the course, which, in order to achieve the learning objective, provides for ongoing participatory, interactive and cooperative teaching and learning formats, as well as guided reflection on the content and results.
 - In practical exercises with a compulsory practical application (e.g. practical sports courses, laboratory practicals, clinical exercises, artistic performances).
 - In language courses where continuous practice and interaction are required.
 - For field trips and field exercises that are directly linked to the learning location.
 - For seminars with specific teaching concepts in which the acquisition of key competences (e.g. teamwork, presentation skills, communication skills) is based on regular active participation.
- (4) The module handbooks specify the courses for which attendance is compulsory. Regular attendance may only be required as a prerequisite for admission to the respective examination for these courses.
- (5) Regular attendance means 100% attendance. In the event of urgent reasons (illness, caring for relatives, etc.), exceptions may be made, provided that attendance does not fall below 80% of the scheduled sessions and absences are justified to the lecturer.
- (6) Students who are unable to attend regularly due to special circumstances, such as health restrictions or care responsibilities, are entitled to an appropriate alternative arrangement, provided that the learning objective can be achieved in an equivalent manner.

§ 14

Forms of examination

- (1) The following examination formats, including combinations thereof, may be used for a module examination or its component parts:
- a) practical examination
 - b) written examination
 - c) Presentation
 - d) oral examination
 - e) teaching practice examination
 - f) written assignment
 - g) project presentation
 - h) documentation
 - i) exams based on the multiple-choice format
 - j) portfolio (a collection of several completed assignments in the broadest sense, which is assessed as a whole)

These are generally completed in German, but may also be assessed in another language following notification by the course organiser at the start of the course or in accordance with the study plans/module handbooks.

- (2) The procedures for completing the examination, as well as further details regarding the process—including measures to ensure the individual authorship of the examination work—are determined by the respective lecturers administering the examination on the basis of the module handbook and announced in an appropriate form at the start of the course, but no later than four weeks before the date on which the examination is to be taken.
- (3) In accordance with the study plans/module handbooks, marks may be awarded for examination components and, where there are several marked examination components per module, combined into a single module mark. Marking is governed by Section 16. It is determined by the module coordinator and managed via myspoho.
- (4) The assessment of examination performance, module examinations and partial examinations must be communicated to students no later than six weeks after the examination has been taken or the module has been completed. If this is not possible, the examiners must provide reasons for this and record them in the relevant files.
When conducting oral examinations and, in all other cases, every second resit examination, the two-examiner principle in accordance with Section 65 (2) of the Higher Education Act (HG) must be observed.
- (5) The following principles apply to written examinations using the multiple-choice format:
 1. Written examinations may be conducted in whole or in part using the multiple-choice format, provided that this examination format is suitable for assessing the examination material on which the examination is based in an appropriate manner. The questions must be drawn up jointly by two examiners; they shall select the examination material, draft the questions, and determine prior to the written examination how the questions are to be weighted and which answers are to be recognised as correct. In particular, the questions must be checked to ensure that the requirement set out in the second sentence is met. Furthermore, care must be taken to ensure that the ratio of the marks to be awarded for the individual questions to the total number of marks available corresponds to the respective level of difficulty.
 2. For written examinations that are structured entirely on a multiple-choice basis, the pass mark is generally set at 50% of the total marks available (absolute pass mark). If, during the marking process, it becomes apparent that more than 50% of candidates cannot achieve this pass mark, the chair of the examination board, together with the examiners, shall review whether any questions were faulty or of an excessively high level of difficulty, and whether an adjustment to the marking scheme is therefore necessary. Faulty questions are generally removed from the scoring, so that the total number of points, the pass thresholds and the weighting of marks must be adjusted accordingly; adjustments to the detriment of the candidates are excluded. The same applies to examinations that are only partially structured according to the multiple-choice method.
 3. If the review described in paragraph 2 does not result in an adjustment to the marking, with the consequence that more than 50% of candidates reach the absolute pass mark, the percentage of candidates who were sitting the written examination for the first time. Taking this group into account, those candidates shall be deemed to have passed whose score is no more than 10% below the

average score of those sitting the written examination for the first time (relative pass mark).

4. In a written examination using the multiple-choice method, where the minimum score (relative pass mark, if this is lower, or absolute pass mark) has been achieved, the mark is

- 1.0, if in addition, at least 90%
- 1.3, if at least 80% but less than 90%
- 1.7, if at least 70% but less than 80%
- 2.0, if, in addition, at least 60% but less than 70%
- 2.3, if at least 50% but less than 60%
- 2.7, if at least 40% but less than 50%
- 3.0, if additionally at least 30%, but less than 40%
- 3.3, if additionally at least 20%, but less than 30%
- 3.7, if additionally at least 10% but less than 20%
- 4.0, if no additional marks, but less than 10%

of the marks exceeding the minimum mark have been achieved. A mark boundary that is not an even number is rounded up. The mark is 5.0 if the minimum number of marks has not been achieved. If only part of the examination is conducted using the multiple-choice method, marks must be awarded for the respective parts. The preceding provisions apply accordingly to the part conducted using the multiple-choice method.

5. In the case of a written examination using the multiple-choice method, the following details must be provided when determining the result: pass mark, score achieved, percentage of the score exceeding the pass mark or percentage of the score reaching the pass mark.
6. In the final year of study, the completion of a Bachelor's thesis (Thesis) in accordance with § 15 is mandatory.

Section 15 **Bachelor's Thesis**

- (1) The Bachelor's thesis is intended to demonstrate that the candidate is capable of addressing a defined sport science problem under supervision and presenting the results independently within a specified timeframe. As a rule, it is written in German; upon special request, it may also be written in English. The Bachelor's thesis should not exceed 30 to 50 pages of text. A summary in English must be attached to the thesis.
- (2) The application for admission to the Bachelor's thesis must be submitted in the final year of study via the 'Theses' module on the P-App examination office platform. Use of the P-App requires a connection to the university's VPN.
- (3) The Bachelor's thesis is supervised by an examiner appointed by the Examination Board in accordance with § 9. The topic is proposed by mutual agreement between the candidate, the supervisor and the programme director. The topic is approved by the Examination Board.
- (4) Before the topic is approved, the following documents must be uploaded to the P-App:

1. proof of first aid training in accordance with Section 19 (2) of the Driving Licence Regulations, not more than two years old, and
 2. the Silver Lifesaving Badge from a recognised lifesaving organisation.
- (5) The date on which the topic is assigned must be recorded.
- (6) Upon request, the Examinations Office shall ensure that a candidate receives a topic for a Bachelor's thesis in good time.
- (7) The time allowed for the Bachelor's thesis is twelve weeks. The supervisor must define the topic, scope and requirements of the Bachelor's thesis in such a way that the deadline for completing the thesis can be met. The Examination Board is required to pay particular attention to compliance with these requirements.
- (8) In individual cases, the Examination Board may, upon a justified request from the candidate, exceptionally extend the completion period once by a grace period of up to two weeks. Student parents are granted an extension of the period for completing the Bachelor's thesis of 4 to 8 weeks.
- (9) The topic may – without justification – be returned only once and only within the first two weeks of the completion period.
- (10) The Bachelor's thesis is assessed by the supervisor and by a second person appointed by the Examination Board on the recommendation of the programme director, in accordance with Section 16 (1). The mark for the Bachelor's thesis is calculated as the arithmetic mean of the two assessments, provided they differ by less than 2.0. If the assessments differ by 2.0 or more, or if one assessment is 'unsatisfactory' (5.0), the Examination Board shall appoint a third person to carry out the assessment. In this case, the mark is calculated as the arithmetic mean of the three individual assessments. If the mean is lower than 'sufficient' (4.0), the examination performance is to be assessed as 'sufficient' (4.0) – notwithstanding the arithmetic mean – provided that two individual assessments are 'sufficient' (4.0) or higher. If two individual marks are "poor" (5.0), the examination performance shall be graded as "poor", notwithstanding the arithmetic mean.
- (11) If the Bachelor's thesis cannot be submitted by the deadline due to an unavoidable prolonged absence or other impossibility, the thesis may be returned before the end of the submission period upon presentation of the relevant evidence. If the reasons are accepted, the failure to submit shall be deemed excused. As soon as the impediment no longer exists, a new topic must be applied for or assigned within two months at the latest.
- (12) The candidate must declare in writing in the Bachelor's thesis that they have written the work independently, have used no sources or aids other than those cited, and have clearly marked all quotations. The use of generative artificial intelligence is permitted, provided that the actual academic work is carried out by the candidate themselves.
- (13) The application, submission and assessment of final theses are carried out via the 'Final Theses' module on the P-App examination office platform. Use of the platform requires

a connection to the university's VPN. To submit the Bachelor's thesis, it must be uploaded as a single PDF file within the specified submission deadline. Once the relevant file has been uploaded, the thesis is deemed to have been submitted. The subsequent submission of a different version of the thesis is not permitted, even if the processing period is still ongoing. If the Bachelor's thesis is not uploaded by the deadline, it shall be deemed to have been graded 'unsatisfactory' in accordance with § 16.

§ 16

Assessment of module examinations or partial examinations, calculation of module marks and calculation of the overall mark

- (1) The following grades are to be used for the assessment of module examinations or partial examinations (§ 12):

1 = very good	=	an outstanding performance	
2 = good	=	a performance that is significantly above average	
3 = satisfactory	=	a performance that meets the average requirements;	;
4 = pass	=	a performance which, despite its shortcomings, still meets the minimal requirements	;
5 = unsatisfactory	=	a performance which, due to significant shortcomings, does not meet the requirements.	

By increasing or decreasing the individual marks by 0.3, intermediate marks may be formed for a differentiated assessment. The marks 0.7, 4.3, 4.7 and 5.3 are excluded in this context.

- (2) If a module is completed with several partial examinations, these shall be marked in accordance with paragraph 1.

The module mark is calculated based on the weighting of the partial examinations. Further details are set out in the module handbooks.

In doing so, all decimal places except the first are discarded without rounding. The module mark is

up to and including 1.5	=	very good;
from 1.6 to 2.5	=	good;
from 2.6 to 3.5	=	satisfactory;
from 3.6 to 4.0	=	pass;
above 4.0	=	unsatisfactory.

- (3) The overall mark for the Bachelor's degree is calculated as the arithmetic mean of the module marks from the basic studies, the key qualification modules, the career-oriented courses, including the profile-deepening courses, the profile-supplementary courses and the Bachelor's thesis, whereby for first-year students from the winter semester 2016/17 onwards

- the overall mark for the basic studies stage is weighted at 23% (prior to the 2016/17 winter semester: 26%)
- the overall mark for the key qualifications at 5% (prior to the 2016/17 winter semester: 8%)
- the overall mark for career-oriented studies including the specialisation modules, at 50%

- the overall mark for the profile-supplementary modules at 4% (prior to the 2016/17 winter semester: 8%)
- the mark for the Bachelor's thesis at 18% (prior to the 2016/17 winter semester: 8%)

are included in the overall mark for the Bachelor's degree.

The module grades themselves are not weighted as a rule; any deviation from this principle must be regulated and justified in the module handbooks.

The overall mark for the Bachelor's degree is
up to and including 1.5 = very good;
from 1.6 to 2.5 = good;
from 2.6 to 3.5 = satisfactory;
from 3.6 to 4.0 = pass;
above 4.0 = unsatisfactory.

§ 17

Repeating module examinations, partial examinations and the Bachelor's thesis

- (1) Exams that have been failed or are deemed to have been failed may be retaken twice in each case. Failed attempts in the same subject at other universities will be taken into account.
- (2) From the winter semester 2025/26 onwards, a total of three additional examination attempts will be available for all modules of the Bachelor's programme. If a module is not passed after all three additional examination attempts have been exhausted, the programme will be deemed to have been failed definitively, resulting in de-registration from the programme. The additional examination attempts referred to in sentence 1 do not apply to the resit of the Bachelor's thesis. Additional examination attempts in compulsory elective modules must be taken in the same compulsory elective module.
- (3) If a candidate has failed an examination for the third time, registration for additional examination attempts must be made via myspoho.
- (4) Additional examination attempts may only be granted if none of the examination attempts in the module in question were failed due to cheating or a breach of regulations in accordance with Section 11 (2) and (3).
- (5) In the case of resit examinations, the chair of the examination board may, at the request of the examiner, specify a different examination format or different variations of the respective examination format.
- (6) A resit examination is offered for each module examination during the examination period of the following semester. If a module examination has been definitively failed, the chair of the examination board shall issue a written notification to this effect, stating the reasons for the definitive failure of the module examination. The notification must include information on the right of appeal and be communicated to the student. The consequence of a final failure of the examination is de-registration.
- (7) The Bachelor's thesis may only be resat once. A second resit is not permitted. However, returning the topic of the Bachelor's thesis within the period specified in § 15 is only permissible if the candidate did not make use of this option when writing their first Bachelor's thesis. Work on the Bachelor's thesis must commence within two months of receiving the notification of a failed Bachelor's thesis.
- (8)

§ 18

Compensation for disadvantages, grace periods and special family circumstances

- (1) If a student can credibly demonstrate that, due to a chronic illness or a disability, they are unable to complete the examination in whole or in part within the prescribed timeframe, format, sequence or within the prescribed examination periods, the chair of the Examination Board shall, upon application and upon presentation of appropriate evidence, decide on appropriate accommodation.
- (2) In decisions pursuant to paragraph 1, the President's representative for the interests of students with disabilities and chronic illnesses at the German Sport University Cologne shall be consulted.
- (3) When sitting examinations, appropriate consideration shall be given to the use of statutory grace periods upon application to the chair of the Examination Board. The application must be submitted as early as possible.
- (4) If a student can credibly demonstrate that, due to particular family circumstances, they are unable to sit the examinations in whole or in part within the prescribed time, form, sequence or within the prescribed examination periods, the Chair of the Examination Board shall, upon application and upon presentation of relevant evidence, decide on appropriate consideration.

§ 19

Completion of the degree

- (1) A student has successfully completed the Bachelor's programme if they have successfully participated in all modules required for the programme in accordance with the module handbooks, completed the internship, written and passed the Bachelor's thesis, and thus acquired 180 credits.
- (2) If a candidate has not successfully completed the Bachelor's programme, a written certificate shall be issued to them upon application and upon presentation of the relevant evidence and the certificate of de-registration; this certificate shall contain the achievements and grades obtained, as well as the requirements still missing for the successful completion of the Bachelor's programme, and shall indicate that the Bachelor's programme has not been successfully completed.
- (3) Upon application and upon presentation of the relevant evidence and the certificate of de-registration, a certificate shall be issued, notwithstanding paragraph 2, which sets out the academic achievements and grades. The certificate shall be signed by the Chair of the Examination Board and bear the seal of the German Sport University Cologne.

§ 20

Bachelor's Certificate and Bachelor's Degree Certificate

- (1) Upon receipt of the complete examination documents, a certificate in German and English shall be issued without delay to confirm that the Bachelor's examination has been passed; this certificate shall contain the individual module grades, the grades for the module groups, the grade for the Bachelor's thesis and the overall grade. The date of the certificate shall be the day on which the final examination was taken. The date on which the certificate was issued shall also be stated.
- (2) At the same time as the certificate, the candidate shall be presented with a Bachelor's degree certificate bearing the date of the certificate. This certifies the award of the academic degree in accordance with § 3.
- (3) The Bachelor's certificate and the Bachelor's diploma shall be signed by the chair of the Examination Board and bear the seal of the Examination Board.

§ 21

Diploma Supplement and Transcript of Records

- (1) Along with the degree certificate for the Bachelor's programme, the graduate will be issued with a Diploma Supplement and a Transcript of Records.
- (2) The Examinations Office issues a Diploma Supplement containing information on the type and level of the Bachelor's degree, the status of the university, and detailed information on the curriculum of the Bachelor's programme.
- (3) The Examinations Office shall also issue a Transcript of Records containing all modules or groups of modules completed and the corresponding module examinations and their sub-examinations, including the ECTS credits and grades awarded for them.

§ 22

Revocation of the Bachelor's degree

A Bachelor's degree may be revoked if it subsequently transpires that it was obtained by deception or if essential requirements for its award were mistakenly deemed to have been met. The chair of the Examination Board is responsible for the decision.

§ 23

Access to examination records

- (1) Following the announcement of an examination result, every candidate shall be granted access to their written work submitted in that examination and the related reports and marking comments by the examiners, as well as to the minutes of oral examinations. Access is granted upon application by the candidate, which must be submitted in writing to the relevant authority, which shall also determine the place and time of access. As part of this inspection, the candidate must be given the opportunity to make either copies or photographs of the documents. As sample answers are not part of the

candidate's examination file, they may not be copied or photographed. The examination board shall regulate the further procedure for inspection, including a reasonable deadline for the request.

- (2) Examination questions, marking comments and reports by examiners of which a candidate becomes aware may not, insofar as they are protected by copyright, be disclosed to third parties or published. The final thesis produced by an examination candidate may, if a publication restriction has been agreed, only be published with the relevant consent.

§ 24

Entry into force, publication and exclusion of complaints

- (1) These Examination Regulations shall enter into force on the day following their publication in the Official Notices of the DSHS Cologne.
- (2) Any breach of procedural or formal requirements under the Higher Education Act of North Rhine-Westphalia (HG NRW) or the university's regulations or other autonomous law may only be raised against these regulations within one year of their publication, unless
- a. the regulations have not been duly published,
 - b. the President's Office has previously objected to the decision of the body adopting the regulations
 - c. the procedural or formal defect has been previously raised with the university, specifying the legal provision that has been breached and the fact giving rise to the defect, or
 - d. the legal consequence of the exclusion of objections was not indicated in the public announcement of the regulations. The supervisory powers under Section 76 of the Higher Education Act (HG) remain unaffected.

Issued pursuant to the resolution of the Senate of the German Sport University Cologne of 28 October 2025.

These regulations have been drafted in German and English language. In case of ambiguities between the German and English version the German version shall prevail.

Cologne, 10 November 2025

The President of the German Sport University Cologne
Prof. Dr Ansgar Thiel