



The common examination (Kollegialprüfung)

1. background information

The common examination was designed in order to examine the students' ability not only to recapitulate learned knowledge of a specific scientific research topic but also to transfer this knowledge to new scientific questions and applications. The common examination of three modules ensures the ability to simultaneously recall knowledge gathered throughout the course of studies and lays the foundation to link information from different topics.

2. what is the common examination (Kollegialprüfung)?

The *Kollegialprüfung* is the common examination of all three advanced modules (lab rotation I and II as well as the module M.Bio.331: Scientific project management) in front of a panel of examiners. Each module is graded based on the performance in this examination.

The examination is administered by those authorized examiners (listed on the programs website) that supervised the three modules. In most cases the examiner of M.Bio.331 is also examiner in one of the two advanced modules. He will also supervise the master thesis which is supposed to start soon after the common examination.

The student is free to invite additional people (for example a direct advisor of one of the projects) to the examination.

3. organization of the common examination

a) Finding a date:

The student has to agree with the examiners on a date and place for the examination. The student has to make sure that the room is technically appropriately equipped for the presentation.

The student has to bring the form *Common examination DNB*, three copies of the template *Oral examination DNB* as well as the list of attended colloquia and the *Application form Master thesis*, if applicable. These forms can be downloaded from the [programs website](#).

b) course of action:

The common examination has three parts, each one takes about 20 -30 min. The sequence of the two advanced modules I and II can be decided by the student, the exam for M.Bio.331 should be the last one.

Both exams for advanced module I and II start with a ~15min presentation of the lab project followed by a 15min discussion on the respective work and research topic. As third part of the common examination the student presents his/her master thesis project (~10min). If this is designed based on one of the projects of the advanced modules, both parts -the advanced module as well as the 'Scientific project management'- can be presented within one talk. The following discussion however has to precisely separate between these two modules and find discrete grades.

If two examiners are present they act mutually as co-examiner and minute taker. In case of three examiners the duties of acting as co-examiner and minute taker are divided. All three protocols have to be stored by the respective examiner for 5 years.

The grade for M.Bio.331: Scientific project management consists of the grade for the written proposal (75%) and the oral examination (25%). The written proposal has to be handed in in agreement with the examiner up to 4 weeks before the date of the common examination, thus ensuring that grading is done in time. All results have to be put into the form *Common examination DNB*. The student has to provide his list of attended colloquia (at least 14) which is approved by checking the box *Confirmation of participation in colloquia*.

The supervisor of the module M.Bio.331 sends the filled form *Common examination DNB* to the examination office (Faculty of Biology, Wilhelm-Weber-Str.2). Here the results will be transferred to FlexNow. The master thesis can be registered at the same time (*application form Master thesis*).

c) failure

In case of failure in one or several parts of the common examination the respective exam has to be repeated in a timely manner. The examiners will be the same ones as for the first trial. Changes to this procedure have to be approved by the examination board of the master program.