

**Study and Examination Regulations
for the further education Master's Degree Program
Digitalization and Innovation
at Hof University of Applied Sciences
(Study and Examination Regulations Digitalization and Innovation –
SPO-DI)**

From 3rd August 2023

***Only the German version of this document is legally binding.
This English translation is for your convenience only.***

Based on Art. 9 Sentence 1 and Art. 90 Para. 1 Sentence 2 of the Bavarian University Innovation Act (BayHIG) of August 5, 2022 (GVBl. p. 414; BayRS 2210-1-3-WK), Hof University of Applied Sciences enacts the following regulations:

§ 1

Purpose of these Study and Examination Regulations

These regulations specify the requirements for admission to the master's degree program in Digitalization and Innovation and contain regulations for the studies and examinations in this degree program.

§ 2

Degree Program Objectives

¹The degree program is intended to provide students with the tools to optimally and efficiently implement future requirements in the management and start-up of business departments, units or entire companies. ²The program qualifies students to work in corresponding specialist and leadership positions in the management of internationally active companies. ³In order to achieve this, students acquire in-depth knowledge in innovation and change management as well as in creating, using and implementing digital solutions. ⁴Due to its international orientation, the acquisition of intercultural competence is also essential for successfully completing the degree program.

§ 3

Academic Degree

Based on the passing of the master's examination Hof University of Applied Sciences awards students a Master of Business Administration (M.B.A.) degree.

§ 4

Specific Admission Requirements

(1) ¹Specific admission requirements are a degree in engineering, humanities, social sciences or economics that has led to the acquisition of at least 180 credit points, with an overall examination grade in accordance with Para. 2 and practical professional experience in accordance with Para. 3. ²The examination board decides whether these requirements are met.

(2) ¹The degree program in accordance with Para. 1 Sentence 1 must have been completed with an overall grade of at least 2.5 or an equivalent grade. ²A grade shall also be regarded as equivalent if this grade or a better grade was achieved by no more than 50% of those who completed the relevant degree program in the same year as the applicant.

(3) ¹Prior to taking up the studies, a specialist or management activity based on the professional qualification pursuant to Para. 1 Sentence 1 No. 1 must have been carried out, which led to experience in the field of digitalization, change management, production management or project management. ²This activity must have lasted at least one year and must have comprised 1500 time hours.

§ 5

Degree Program Structure

¹ The standard duration of study is four semesters. ²30 credit points shall be acquired in each semester. ³The regular study plan is described in the module handbook.

§ 6

Modules

(1) For obtaining the master's degree, 120 credit points must be acquired.

(2) ¹The modules, type of courses, examinations to be successfully performed and the credit points acquired with the completion of each module are specified in the appendix. ²More detailed regulations on this are set out in the module handbook. ³Admission to the examinations of the modules "German ..." requires the attendance of at least 75% of the courses of the respective module. ⁴In accordance with the Module Handbook, certain modules from other Master's degree programs of the Graduate School can be selected as electives. ⁵These modules must be completed in accordance with the applicable study and examination regulations; sentence 3 remains unaffected.

(3) ¹Students who have obtained their university entrance qualification or a university or equivalent degree in German at an institution in a German-speaking environment do not complete any "German ..." modules, but two additional elective modules. ²For all other students the modules "German A2" and "German B1" are compulsory, unless they have German language skills at least at level A2. ³If they have knowledge of German at this level, they must complete the modules "German B1" and "German B2.1"; if they have knowledge of German at level B1, they must complete the modules "German B2.1" and "German B2.2". ⁴If they have German language skills at level B2, they must complete two additional elective modules, whereby the modules "German C1.1" and "German C1.2" can also be selected. ⁵The individual German language skills must be proven to the examination board.

§ 7

Internship

(1) The prerequisites for carrying out the internship and admission to the examination in the module "Internship" are that at least 50 credit points have been acquired through the completion of modules of the degree program.

(2) ¹Students who wish to complete this module at a company location in a German-speaking environment must also provide the examination board with evidence of at least B1-level German language skills before starting the internship. ²Such proof is not required if the university entrance qualification or a university or equivalent degree was obtained in German at an institution in a German-speaking environment. ³The same

applies if the respective company declares to the examination board that internal and external communication with the student during the internship does not have to be in German or only to a minor extent.

§ 8

Master Thesis

(1) ¹The master's thesis in principle serves to deal with a concrete operational problem or a research task and is therefore prepared within the framework of a special related internship. ²Upon request, the examination board may permit the Master's thesis to be written outside of an internship if the application relevance of the thesis is nevertheless ensured and the topic is suitable for a special theoretical in-depth study..

(2) ¹The first examiner is appointed until the start of the internship or the approval of an application according to Paragraph 1 Sentence 2. ²The first examiner shall immediately determine the topic of the thesis and inform the examination board, the examination office and the student about it. ³The announcement to the student affairs office is considered to be the registration for the examination. ⁴In the cases of Paragraph 1 Sentence 1, this shall take place no later than one month after the start of the internship. ⁵The processing period is five months and begins as soon as the student has been informed of the topic in accordance with sentence 2.

(3) § 25 para. 2 and 3 APO shall not apply with the exception of § 25 para. 2 sentence 3 and 5.

§ 9

Language of Teaching and Examination

¹The language of teaching and examination is generally English. ²The language of teaching and examination in the modules "German ..." is German. ³In the modules "Internship" and "Master Thesis", students may choose German as the language of examination completely or in part.

§ 10

Entry into Force, Expiration

¹These statutes shall enter into force on March 15, 2024. ²It applies to all students who begin their studies in the master's degree program in Digitalization and Innovation after the winter semester 2023/2024. ³For students who took up studies in this degree program before March 15, 2024, the study and examination regulations for the master's degree program in Digitalization and Innovation dated October 25, 2021 ("Amtsblatt der Hochschule" No. 26/2021), which were last amended by statutes dated August 4, 2022 ("Amtsblatt der Hochschule" No. 21/2022), shall continue to apply; in all other respects, the aforementioned study and examination regulations shall cease to apply on March 15, 2024.

Issued on the basis of the decision of the Senate of Hof University of Applied Sciences on July 12, 2023 and the approval of the President of the University on August 3, 2023.

Hof, August 3, 2023

signed

Prof. Dr. Dr. h. c. Jürgen Lehmann

President

These statutes were laid down in the Office of Student Affairs on August 3, 2023. The information about the laying down was published in the web presence of the university on August 3, 2023. Therefore, the day of announcement is August 3, 2023.

Appendix (for § 6)

I. Basic Modules

| 1 | 2 | 3 | 4 | 5 |
|---------------|--|-------------|--|-----------|
| Module number | Module | Course Type | Examination | Credits |
| 1 | Applied Economics and Intercultural Management | SU, Ü | PfP | 5 |
| 2 | Strategic and Financial Framework | SU, Ü | PfP | 5 |
| | | | | |
| | Modules according to § 6 para. 3 | | | |
| 3 | German A2 | SU, Ü | schrP90 und mdlP15 | 5 |
| 4 | German B1 | SU, Ü | schrP90 und mdlP15 | 5 |
| 5 | German B2.1 | SU, Ü | schrP90 und mdlP15 | 5 |
| 6 | German B2.2 | SU, Ü | schrP90 und mdlP15 | 5 |
| 7 | German C1.1 | SU, Ü | schrP90 und mdlP15 | 5 |
| 8 | German C1.2 | SU, Ü | schrP90 und mdlP15 | 5 |
| 9 | Elective 2 | SU, Ü | according to relevant SPO (see § 6 para. 2 sentence 5) | 5 |
| 10 | Elective 3 | SU, Ü | according to relevant SPO (see § 6 para. 2 sentence 5) | 5 |
| | | | | |
| | Total | | | 20 |

II. Core Modules

| 1 | 2 | 3 | 4 | 5 |
|---------------|---|-------------|-------------|---------|
| Module number | Module | Course Type | Examination | Credits |
| 11 | Innovation Management | SU, Ü | PfP | 5 |
| 12 | Data Analytics, Artificial Intelligence, and Internet of Things | SU, Ü | schrP90 | 5 |

| | | | | |
|----|--|-------|--|-----------|
| 13 | Digital Business Models | SU, Ü | PfP | 5 |
| 14 | IT-Security | SU, Ü | schrP90 | 5 |
| 15 | Ideation Techniques and Digital Innovation | SU, Ü | schrP90 | 5 |
| 16 | Project Management | SU, Ü | schrP90 | 5 |
| 17 | Leadership and Change Management | SU, Ü | Präs mit KP | 5 |
| 18 | Elective 1 | SU, Ü | according to relevant SPO (see § 6 para. 2 sentence 5) | 5 |
| | | | | |
| | Total | | | 40 |

III. Internship an Master Thesis

| 1 | 2 | 3 | 4 | 5 |
|----------------------|---------------|--------------------|--------------------|----------------|
| | | | | |
| Module number | Module | Course Type | Examination | Credits |
| | | | | |
| 19 | Internship | Pr | PrB | 30 |
| 20 | Master Thesis | Pr | AA | 30 |
| | | | | |
| | Total | | | 60 |

Translation of Abbreviations:

| | |
|-------|--|
| AA | Final Thesis |
| KP | Concept Paper |
| mdIP | Oral Examination (with duration in minutes) |
| PfP | Portfolio Examination |
| Pr | Internship |
| Präs | Presentation |
| PrB | Internship Report |
| schrP | Written Examination (with duration in minutes) |
| StA | Study Paper |
| SU | Lecture or seminar |
| Ü | Tutorial |