

**FACHHOCHSCHULE FÜR TECHNIK UND WIRTSCHAFT BERLIN**  
**UNIVERSITY OF APPLIED SCIENCES**

**Examination Regulations**  
for the Bachelor Degree Programme

**International Business**

in department Economics I,  
from 2 July 2008<sup>1</sup>

**This is a non-official version available for information only**  
(The official regulations are those published in the Official Information Circular)

**Regulation Contents**

- § 1 Application and Scope
- § 2 Applicability of Examination Regulations Framework
- § 3 Forms and Modality of Assessment
- § 4 Module Examinations
- § 5 Assessment of the Specialist Foreign Internship
- § 6 Bachelor Thesis
- § 7 Bachelor Seminar / Colloquium
- § 8 Module Grades on the Bachelor Grade Transcript
- § 9 Calculation of the Overall Grade
- § 10 Entry into Force / Publication

**Regulation Annexes**

- Annex 1 Sample Bachelor Grade Transcript in German
- Annex 2 Sample Bachelor Grade Transcript in English
- Annex 3a and 3b Sample Graduation Certificate in German
- Annex 4a and 4b Sample Graduation Certificate in English
- Annex 5 Sample Diploma Supplement in German

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<sup>1</sup> HTW Berlin Official Information Circular No. 50/08 p. 931 ff. corrected by HTW Berlin Official Information Circular No. 58/08 p. 1165 ff.

## **§ 1 Application and Scope**

(1) These examination regulations apply for all students of the International Business Bachelor programme who are matriculated at FHTW Berlin after the entry into force of these regulations.

(2) These examination regulations are supplemented by the Study Regulations for the International Business Bachelor programme in the respectively valid edition, by the regulations governing the practical placement for the International Business Bachelor programme in the respectively valid edition and by the Berlin University of Applied Sciences Bachelor Admission Regulations (Auswahlordnung für Bachelorstudiengänge – AO - Ba) in the respectively valid edition.

## **§ 2 Applicability of Examination Regulations Framework**

The respective valid editions of the principles for examination regulations released by the Berlin University of Applied Sciences (Examinations Regulation Framework – *Rahmenprüfungsordnung*, RPO) form the basis of these regulations.

## **§ 3 Forms and Modality of Assessment**

(1) Assessment may take the form of written examinations, oral examinations, written assignments, oral presentation, coursework or practical assignments. The examination board may approve further methods of assessment.

(2) As a rule, assessment shall be performed in the language of teaching. The completion of assessment in a language other than the language of teaching is subject to agreement between the student and the assessor. This agreement shall be made in written form prior to the beginning of the semester.

## **§ 4 Module Examinations**

(1) *In the case of the academic activities stated below, which are subject to continuous assessment throughout the module in question, assessment is not differentiated:*

- B33 Internship

All other modules are subject to differentiated assessment.

(2) In the event that a module examination comprises several assessments, the module grade shall be determined by means of a weighted average of grades achieved, where the weighting of each contributing grade shall be calculated according to the number of weekly study hours for each individual course of teaching.

(3) The number of credits to be acquired via respective modules is laid down in Annex 3 of the International Business Bachelor programme Study Regulations.

(4) If the examination for a compulsory optional module is passed, this may not be replaced by another compulsory optional module.

(5) Admission to an examination or the submission of continuously assessed academic activities are subject to registration on the corresponding module in accordance with university regulations.

## **§ 5 Assessment of the Foreign Internship**

The foreign internship is subject to undifferentiated assessment. The specialist internship is considered to have been passed successfully when all of the evidence set out in Annex 4a of the International Business Bachelor programme Study Regulations has been submitted.

## § 6 Bachelor Thesis

The topic, date of commencement, time limit and supervising assessor shall be confirmed in writing via the signature of the heard of the International Business programme examination board. The deadline for registration for the Bachelor thesis with the examination administration is the end of the teaching period of the respective 6th semester according to the regular programme plan. Admissions via the examination board shall be completed at the latest by the end of the 23rd week of the 6th semester according to the regular programme plan.

(2) Registration for the Bachelor thesis is subject to verification of the completion of 150 credits from the 1st – 5th semesters of the regular programme and the successful completion of the specialist foreign internship. Candidates may also be admitted in the event that they have yet to successfully complete modules comprising an overall total of up to 10 credits if the successful completion of all modules is possible and expected in the 7th semester of the regular program.

(3) The Bachelor thesis shall handle a topic from the specialist internship or one freely chosen. A written composition on this topic shall be completed. The Bachelor thesis may be completed collaboratively between up to 3 persons. The contributions of each student must be definable and subject to individual assessment.

(4) The time required to produce the Bachelor thesis corresponds to 12 credits.

(5) The time limit for the completion of the Bachelor thesis comprises a maximum of 9 weeks. The Bachelor's thesis shall be submitted as three copies by the end of the 6th week of the 7th semester of the regular programme.

## § 7 Bachelor Seminar/Colloquium

(1) Admission to examination in the Bachelor Seminar/Colloquium is subject to the successful completion of the Bachelor thesis and verifiable completion of 207 credits in the International Business Bachelor programme.

(2) The Bachelor Seminar module examination is based on the subject of the Bachelor thesis and locates this within the context of International Business Bachelor programme. In this examination, the student should demonstrate that he/she is able to elucidate complex data in a short time and defend his/her argumentation against critical scrutiny. To this end, the completed Bachelor thesis shall be the subject of a public presentation.

## § 8 Module Grades on the Bachelor Grade Transcript

On the Bachelor grade transcript, the following module grades are collected together into a subject-specific module group with its own designation. The grade of this module group shall be calculated using the weighted mean on the basis of the individual module grades.

- B4 International Business Law 1 and B10 International Business Law 2 comprise the module group **International Business Law**,
- B7 Foreign Language 1 and B13 Foreign Language 2 comprise the module group **Foreign Language** (chosen languages),
- B6 English 1 and B12 English 2 comprise the module group **English**
- B18 Information Management 1 and B25 Information Management 2 comprise the module group **Information Management**,
- B22A Human Resource Management and B28 A The Management and the Organization (Project) comprise the module group **Management and Organization**
- B22B International Marketing and B28 B Marketing Project comprise the module group **International Marketing**

## § 9 Calculation of the Degree Classification

(1) Calculation of the degree classification is performed in accordance with the RPO using the overall grade (X), which is in turn determined as the weighted mean of the component grades (X<sub>1</sub>, X<sub>2</sub>, X<sub>3</sub>) following to the formula:

$X = 0,80 X_1 + 0,15 X_2 + 0,05 X_3$  calculated to two decimal places then rounded to one decimal place.

The component grades are:

- The weighted mean of the modules subject to differentiated assessment (factor  $X_1$  – in accordance with the table below in para. 2); rounded to two decimal places,
- The grade awarded the Bachelor thesis (factor  $X_2$ ) and,
- The module grades of the Bachelor Seminar / Colloquium (factor  $X_3$ ).

(2) Factor  $X_1$  for the degree classification is determined through the calculation of a weighted mean of all modules according to the number of their respective credits.

$$X_1 = \frac{\sum (F_i \cdot a_i)}{\sum a_i}.$$

Where: -  $F_i$ : individual subject grades,

-  $a_i$ : the weighting factor (credits) of individual modules.

(3) Individual module weighting factors are listed in the following table:

<b>Module Title</b>	<b>Weighting Factor <math>a_i</math></b>
Introduction to Research Methods	4
Introduction to Business	5
Introduction to Economics	5
International Business Law 1	5
Business Mathematics	5
Communication Skills	4
Foreign Language 1	4
Financial Accounting	5
Macro-Economics	5
International Business Law 2	5
Statistics	5
Marketing	4
Foreign Language 2	4
Cost Accounting	5
Corporate Finance	5
Project Management	5
Applied Statistics and Research Methods	5
Information Management 1	4
Innovation Management	4
Managing Organizations	4
Management Accounting	5
Electives (A or B): A: Management and Organization: Human Resource Management B: International Marketing: International Marketing	6
Company Taxation	5
Intercultural Management	5
Information Management 2	5
General Business Topics 1	2
Investments	5
Electives (A or B): A: Management and Organization: The Management and the Organization (Project) B: International Marketing: Marketing Project	6
International Economics	6
International Management	5

Regional Studies	6
<i>General Business Topics 2</i>	2
Internship Support and Evaluation	5
Contemporary Management Issues	5
Business Ethics	5
Business Simulation	5
<b>Total Credits</b>	<b>170</b>

(4) Sample Bachelor grade transcripts are included as Annexes 1 and 2 of this document. Students receive a grade transcript in both German and English.

(5) Alongside the Bachelor grade transcript, a certificate shall be awarded to certify the conferment of an academic Bachelor of Arts (BA) degree. Samples of the Bachelor degree certificate in German and English are included with this document as Annexes 3a, 3b, 4a and 4b.

(6) Alongside the Bachelor grade transcript, a Diploma Supplement in German and English shall be awarded. A sample of the Diploma Supplements in German is included with this document as Annex 5.

#### **§ 10 Entry into Force / Publication**

This document comes into force on the day after its publication in the Official Information Circular of FHTW Berlin with effect from 01.10.2008



Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelorzeugnis

Frau/Herr \_\_\_\_\_

geboren am \_\_\_\_\_ in \_\_\_\_\_

hat das Bachelorstudium im

## **Bachelorstudiengang International Business**

an der Fachhochschule für Technik und Wirtschaft Berlin

erfolgreich absolviert.

Gesamtprädikat des Bachelorstudiums:

\_\_\_\_\_

Berlin, den \_\_\_\_\_

Der/Die Vorsitzende  
des Prüfungsausschusses

Der Dekan/Die Dekanin

\_\_\_\_\_

\_\_\_\_\_

**Grade Transcript for Ms / Mr \_\_\_\_\_**

Grades achieved in degree module/module groups:

Introduction to Research Methods	_____
Introduction to Business	_____
Introduction to Economics	_____
International Business Law	_____
Business Mathematics	_____
Communication Skills	_____
Financial Accounting	_____
Macro-Economics	_____
Statistics	_____
Marketing	_____
Cost Accounting	_____
Corporate Finance	_____
Project Management	_____
Applied Statistics and Research Methods	_____
Information Management	_____
Innovation Management	_____
Managing Organizations	_____
Management Accounting	_____
Company Taxation	_____
Intercultural Management	_____
Financial Markets, Institutions and Investment	_____
International Economics	_____
International Management	_____
Regional Studies	_____
Management and Organization <u>oder</u>	_____
International Marketing	_____
Contemporary Management Issues	_____
Business Ethics	_____
<b>Business Simulation</b>	_____
Internship Support and Evaluation	_____
(Foreign Language – gewählte Fremdsprache)	_____
(General Business Topics 1)	_____
(General Business Topics 2)	_____

Possible grades in degree modules:  
very good, good, satisfactory, sufficient.

Topic of thesis:  
\_\_\_\_\_

Possible overall grades:  
"excellent", very good, good, satisfactory, sufficient.

Assessment of thesis:  
\_\_\_\_\_

The degree examination has been passed in accordance with the Examination Standards in effect on 02.02.2008 published in Amtliches Mitteilungsblatt der FHTW (Official Information Bulletin), No. \_\_\_\_\_ of \_\_\_\_\_.

Assessment of oral Bachelor`s seminar/  
degree examination:  
\_\_\_\_\_

\* Grade recognised  
\*\* German



Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelor's Degree

## Grade Transcript

This is to certify that

Ms/Mr \_\_\_\_\_

born on \_\_\_\_\_ in \_\_\_\_\_

has completed the Bachelor's degree course in

### **International Business**

at the Fachhochschule für Technik und Wirtschaft Berlin.

Overall grade achieved in the Bachelor's degree course:

\_\_\_\_\_

Berlin, \_\_\_\_\_

<Seal>

Head of Examination Board

Dean

\_\_\_\_\_

This certificate has also been issued in the German language.





**Fachhochschule für Technik  
und Wirtschaft Berlin**

*University of Applied Sciences*

**Grade Transcript for Ms / Mr \_\_\_\_\_**

Grades achieved in degree module/module groups:

Introduction to Research Methods	_____
Introduction to Business	_____
Introduction to Economics	_____
International Business Law	_____
Business Mathematics	_____
Communication Skills	_____
Financial Accounting	_____
Macro-Economics	_____
Statistics	_____
Marketing	_____
Cost Accounting	_____
Corporate Finance	_____
Project Management	_____
Applied Statistics and Research Methods	_____
Information Management	_____
Innovation Management	_____
Managing Organizations	_____
Management Accounting	_____
Company Taxation	_____
Intercultural Management	_____
Investments	_____
International Economics	_____
International Management	_____
Regional Studies	_____
Management and Organization <u>or</u>	_____
International Marketing	_____
Contemporary Management Issues	_____
Business Ethics	_____
<b>Business Simulation</b>	_____
Internship Support and Evaluation	_____
(Foreign Language – Language chosen)	_____
(General Business Topics 1)	_____
(General Business Topics 2)	_____

Possible grades in degree modules:  
very good, good,  
satisfactory, sufficient.

Topic of thesis:

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Possible overall grades:  
"excellent", very good, good,  
satisfactory, sufficient.

Assessment of thesis:

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The degree examination has been passed in accordance with the Examination Standards in effect on \_\_\_\_\_ published in Amtliches Mitteilungsblatt der FHTW (Official Information Bulletin), No. \_\_\_\_\_ of \_\_\_\_\_.

Assessment of oral Bachelor`s seminar/  
degree examination:

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Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelorurkunde

Frau \_\_\_\_\_  
geboren am \_\_\_\_\_ in \_\_\_\_\_  
hat das Bachelorstudium im

Bachelorstudiengang International Business

erfolgreich absolviert.

Ihr wird der akademische Grad

**Bachelor of Arts (B.A.)**

verliehen.

Berlin, den \_\_\_\_\_

Der Präsident/Die Präsidentin

(Prägesiegel)



Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelorurkunde

Herr \_\_\_\_\_

geboren am \_\_\_\_\_ in \_\_\_\_\_

hat das Bachelorstudium im

Bachelorstudiengang International Business

erfolgreich absolviert.

Ihm wird der akademische Grad

**Bachelor of Arts (B.A.)**

verliehen.

Berlin, den \_\_\_\_\_

Der Präsident/Die Präsidentin

(Prägesiegel)



Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelor's Degree Certificate

This is to certify that

Ms \_\_\_\_\_

born on \_\_\_\_\_ in \_\_\_\_\_

has completed the Bachelor's degree course in

International Business

She has been awarded the academic degree

**Bachelor of Arts (B.A.)**

Berlin, \_\_\_\_\_

President

(Seal)

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This certificate has also been issued in the German language



Fachhochschule für Technik  
und Wirtschaft Berlin

*University of Applied Sciences*

# Bachelor's Degree Certificate

This is to certify that

Mr \_\_\_\_\_

born on \_\_\_\_\_ in \_\_\_\_\_

has completed the Bachelor's degree course in

**International Business**

He has been awarded the academic degree

**Bachelor of Arts (B.A.)**

Berlin, \_\_\_\_\_

President

(Seal)

\_\_\_\_\_  
This certificate has also been issued in the German language

# FHTW Berlin

## Diploma Supplement

### - Bachelor International Business -

#### 1 Inhaber/ Inhaberin der Qualifikation

1.1 Familienname

1.2 Vorname

1.3 Geburtsdatum

Geburtsort

Geburtsland

1.4 Matrikelnummer

#### 2 Qualifikation

2.1 Bezeichnung der Qualifikation ausgeschrieben  
Bachelor of Arts

Qualifikation abgekürzt  
B.A.

Bezeichnung des Titels (ausgeschrieben und abgekürzt)  
n.a.

2.2 Hauptstudienfach oder -fächer für die Qualifikation  
International Business  
Optionale Vertiefungsrichtungen  
International Marketing  
Management and Organization

2.3 Name der Einrichtung, die die Qualifikation verliehen hat  
Fachhochschule für Technik und Wirtschaft Berlin

Fachbereich  
Fachbereich 3, Wirtschaftswissenschaften I

Status Typ/Trägerschaft)  
Fachhochschule (FH)  
University of Applied Sciences (s. Abschnitt 8)

Status Trägerschaft  
staatlich

2.4 Name der Einrichtung, die den Studiengang durchgeführt hat  
siehe 2.3

2.5 Im Unterricht / in der Prüfung verwendete Sprache(n)  
Englisch

### 3 Ebene der Qualifikation

#### 3.1 Ebene der Qualifikation

Erster berufsqualifizierender Hochschulabschluss an einer wissenschaftlichen Hochschule (siehe Abschnitte 8.1 und 8.4.1) inklusive einer Bachelorarbeit

#### 3.2 Dauer des Studiums (Regelstudienzeit)

Regelstudienzeit: 7 Semester, 3,5 Jahre

Workload: 6.300 Stunden

credit points nach ECTS: 210

davon Fachpraktikum 25 cp und Bachelorarbeit 12 cp

#### 3.3 Zugangsvoraussetzung(en)

- allgemeine Hochschulreife oder Fachhochschulreife oder Fachgebundene Studienberechtigung nach § 11 Berliner Hochschulgesetz (s. Abschnitt 8.7),
- sehr gute Englischkenntnisse

### 4 Inhalt und Prüfungsergebnisse

#### 4.1 Studienform

Vollzeitstudium, Präsenzstudium

#### 4.2 Anforderungen des Studienganges/Qualifikationsprofil des Absolventen/der Absolventin

Lehre und Studium im Bachelorstudiengang International Business an der FHTW Berlin bereiten die Studierenden auf Tätigkeiten in mittelständischen und multinationalen Unternehmen vor. Das Studium vermittelt zentrale theoretische und methodische Qualifikationen, die eine betriebswirtschaftliche und international orientierte Berufstätigkeit ermöglichen.

Einerseits sind die Studieninhalte in fachlicher Hinsicht breit angelegt, indem die fachrichtungsbezogenen Grundlagen vermittelt werden. Andererseits werden fachspezifische Studieninhalte und Methoden ergänzt, welche insbesondere die Bewältigung von Berufsanforderungen im Bereich „International Business“ voraussetzen. Die Berufsbefähigung erstreckt sich im Kern auf die grundlegenden Funktionen und Anforderungen im Bereich des betrieblichen Rechnungswesens und der Finanzierung, des Marketings sowie des Human Resource Managements. Das wissenschaftsfundierte Studium schafft die Basis dafür, dass sich die Studentinnen und Studenten sowohl die speziellen, fachrichtungsgebundenen Anwendungen als auch übergreifende Zusammenhänge selbständig und fortdauernd erschließen können. Das integrierte Auslandspraktikum fördert die Fähigkeit zur Bewältigung praktischer Problemstellungen.

Die außerfachlichen Kompetenzen schließen kognitive und soziale Qualifikationen ein. Die kognitiven Qualifikationen stärken die Fähigkeit, Probleme und ihre Bedeutung zu erkennen und in übergreifende Zusammenhänge einzuordnen. Die sozialen Qualifikationen orientieren sich auf die Stärkung der Kommunikationsfähigkeit und des wirtschaftlichen Handelns in gesellschaftlich-ethischer Verantwortung. Gemäß der Ausrichtung des Studienganges auf „International Business“ kommt der Förderung des Verständnisses für verschiedene Kulturen, der Herausstellung von politischen und wirtschaftlichen Besonderheiten zwischen den Staaten und der Befähigung zur interkulturellen Kommunikation ein besonderer Stellenwert zu. Das Studium schließt mit einer Bachelorarbeit und einem Kolloquium ab.

#### Studienzusammensetzung:

- obligatorisches Kernstudium:	146 cp
- optionale Wahlmodule:	16 cp
- minimale Fremdsprachenausbildung:	8 cp
- Auslandsfachpraktikum:	25 cp
- Bachelorarbeit inklusive Kolloquium:	15 cp

#### 4.3 Einzelheiten zum Studiengang

**Siehe „Bachelorzeugnis“ für weitere Details zu den absolvierten Schwerpunktfächern und dem Thema der Bachelorarbeit inklusive ihrer Benotungen.**

#### 4.4 Notensystem und Hinweise zur Vergabe von Noten

Note (i.v.H.) <sup>*)</sup>	Bewertung		FHTW grading scheme	
1,0 (≥ 90%)	sehr gut	eine hervorragende Leistung	A	very good
2,0 (≥ 75%)	gut	eine Leistung, die erheblich über den durchschnittlichen Anforderungen liegt	B	good
3,0 (≥ 60%)	befriedigend	eine Leistung, die durchschnittlichen Anforderungen entspricht	C	satisfactory
4,0 (≥ 50%)	ausreichend	eine Leistung, die trotz ihrer Mängel noch den Anforderungen genügt	D	sufficient
5,0 (< 50%)	nicht ausreichend	eine Leistung, die wegen erheblicher Mängel den Anforderungen nicht mehr genügt	F	fail

<sup>\*)</sup> der erreichbaren Punktzahl

Zusammensetzung des Gesamtprädikats:

80 % Modulnoten

15 % Bachelorarbeit

5 % mündliche Abschlussprüfung

#### 4.5 Gesamtnote

– Abschlussprädikat (ungerundete Gesamtnote) –

### 5 Funktion der Qualifikation

#### 5.1 Zugang zu weiterführenden Studien

Der Abschluss berechtigt zur Aufnahme eines Masterstudiums; die jeweilige Zulassungsordnung kann zusätzliche Voraussetzungen festlegen. (s. Abschnitt 8)

#### 5.2 Beruflicher Status

### 6 weitere Angaben

#### 6.1 Weitere Angaben

Akkreditiert durch ACQUIN, Akkreditierungs-, Zertifizierungs- und Qualitätssicherungsinstitut e.V.

#### 6.2 Informationsquellen für ergänzende Angaben

FHTW Berlin: <http://www.fhtw-berlin.de>

Studiengang: <http://www.f3.fhtw-berlin.de/bib/>

### 7 Zertifizierung

Ort/Datum der Ausstellung

Berlin,

Dieses Diploma Supplement bezieht sich auf:  
Urkunde über die Verleihung des Grades vom  
Zeugnis über die Verleihung des Grades vom

offizieller Stempel/Unterschrift

Vorsitzende/r des Prüfungsausschusses