

Registration:

- * The students need to register for every examination **within the fixed registration periods**:
 - for lecture courses, seminars and practical training courses online via BASIS ,
(except external internships)
 - for external internships and for additional modules in the Master programme using a form.
- * *Lecture courses:* A module examination consists of **up to two exam attempts**. The registration is always valid for the 1st examination date. Only in case of failure or non-attendance in the first exam, the student will be registered automatically for the 2nd examination date. It is not possible to register for the 2nd exam date separately.
- * *Seminars:* The lecturer will make a list of participants (usually during the preliminary meeting). Students sign their names on this list, thus confirming their binding registration. In addition, they need to register technically via BASIS.

Admission to module examinations:

- * For lecture courses with problem sessions, successful participation in the problem sessions is necessary for being admitted to the exam. Success or failure in the problem sessions should be announced not later than two weeks before the examination date.
- * For lecture courses without problem sessions there are no admission requirements.

Cancellation:

- * Cancellation of an exam registration
 - is possible up to one week before the 1st examination date for lecture courses,
 - is **not possible** for seminars and practical training courses.

Examination procedure:

- * The duration of an examination is set as follows:
 - between 30 and 180 minutes for a written lecture course exam,
 - between 15 and 45 minutes per student for an oral lecture course exam,
 - between 30 and 90 minutes for a seminar talk with discussion,
 - between 10 and 60 minutes for a presentation in a practical training course.
- * Assessors for oral lecture course exams are required to have at least a Master's degree or equivalent (and they have to work in the mathematics department of Bonn university).
- * The essential topics and the evaluation of an oral exam or a seminar need to be documented in the minutes of the examination. The minutes are to be handed in at the Bachelor-Master office.
- * In case of oral lecture course exams and seminar talks the examiners inform the students about their grade immediately after the examination.
- * The Examination Board recommends that seminars should have a maximum of 15 participants and that each class should include a presentation of 70 to 80 minutes, followed by a discussion.
- * In a seminar module both the mathematical content and the quality of the presentation are evaluated. The mark "very good" (1.0 or 1.3) should only be given if both are of high standard.

Grading system:

- * Please use the following grades:

1,0 sehr gut	1,3 sehr gut minus	1,7 gut plus	2,0 gut	2,3 gut minus	2,7 befriedigend plus	3,0 befriedigend	3,3 befriedigend minus	3,7 ausreichend plus	4,0 aus- reichend	5,0 nicht ausreichend
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Further information:

- * Information for lecturers and forms:
www.mathematics.uni-bonn.de/studium/en/pages/information-for-lectureres-of-mathematics
- * Dates and deadlines:
www.mathematics.uni-bonn.de/studium/en/study-organization/calendar

As an examiner, you are responsible for carefully carrying out the examinations according to the regulations described above.