



Short summary for students starting in winter semester 2021/2022 or later

This is merely a quick summary. The only legally binding regulations are the study and exams regulations (Allgemeine Studien- und Prüfungsordnung; Studien- und Prüfungsordnung) and all other rules, regulations and laws applicable to this study course.

Important contact persons

Course administration at the exams office	Marie Wohlfarth marie.wohlfarth@hnu.de 0731-9762-2008 Office no. A.1.28
Head of the degree program / subject study advisor	Prof. Dr. Arne Buchwald arne.buchwald@hnu.de 0731-9762-1532 Appointments only by prior arrangement!
Examinations board	The examinations board rules about all extensions of deadlines or exemptions from regulations. To file a motion to the board, you have to send it to the course administration at the exams office . Please state your reasons with every motion and provide supporting documentation (e.g. doctor's certificates). Motions have to be filed immediately but at least five workdays after the announcement of results for the respective semester.
Academic advisor	If you need assistance in planning your studies, if you consider dropping out, or if you want to switch your degree course: Thomas Bartl studienberatung@hnu.de 0731-9762-2000 Office no. A.1.09
BIZEPS (psycho-social counselling)	If you face special challenges (e.g. if you are pregnant, have to care for children or relatives, suffer financial or psychological problems), our psycho-social counselor may be able to help: Christoph Giebeler bizeps@hnu.de 0731-9762-1444 Office no. B.2.06
disability compensation in exams	Birgit Eckmann birgit.eckmann@hnu.de 0731-9762-2007 Büro A.1.27

Examinations

<p>Registering for examinations</p> <p>Please control your registered examinations in time by yourself.</p>	<p>You have to register beforehand for every exam you want to take. The registration is done over the HNU's study portal. You will get informed in advance about the process (via e-mail). The period during which you can register for exams can be found here: www.hnu.de/academic-calendar</p> <p>After the deadline, you can still re-register up to two weeks before the start of the examination period by paying a late fee of €20.00 via the online form on the intranet.</p>
<p>Withdrawal from examinations</p>	<p>If you have registered for an exam, you must take it. Up to two weeks before the start of the examination period (www.hnu.de/akademischer-kalender), you can deregister without giving reasons via the student portal. This does not apply to repeat exams, course work and portfolio exams.</p> <p>If you are unable to take the exam on the day of the exam, you must report this immediately (exam day + 3 days) to the Examinations Office and provide proof by means of a medical certificate. The certificate must have been issued on the day of the examination at the latest. You will find a corresponding form on the intranet; a normal certificate of incapacity for work is not sufficient. Please submit the certificate via the online form on the intranet.</p> <p>Important: If you take an exam, you declare that you are fit to take the exam! If you become unfit for the exam during the exam, please report to the supervisor.</p>
<p>Re-examinations</p>	<p>If you fail an exam (=“first try“) for the first time, you have to take the first re-examination (=“second try“) in the subsequent semester.</p> <p>If you fail the second try, you have to take the second re-examination (=“third try“) within the next two semesters.</p> <p>Important: You have to actively register yourself for all re-examinations!</p> <p>You only have a contingent of 3 “third tries” for the entirety of your degree course.</p> <p>If you fail an exam three times or need more than the maximum of 3 “third tries”, you will get de-registered from the degree course.</p>

Study organization

<p>Re-registration</p>	<p>If you want to stay enrolled at the HNU you have to re-register for each semester by paying a re-registration fee. You find the period during which you can re-register here: www.hnu.de/academic-calendar</p> <p>If you re-register after that period, you have to pay an additional late fee.</p> <p>If you don't re-register despite the reminder, you will get de-registered from the degree course.</p>
<p>Master thesis</p>	<p>You can only register your Master thesis if you have passed all exams from the first semester.</p> <p>Starting with the official registration of your Master thesis, you have 6 months to hand it in. If you fail the Master thesis, you can re-write it only once (max. 5 months).</p> <p>Please note during re-registration that you have to stay enrolled until your thesis is graded.</p>
<p>Leave of absence</p>	<p>If you have important reasons, you can apply for a leave of absence at the study office. During a leave of absence, the count of your study semesters is halted and you can (generally) not take exams (first tries). It may be the case (depending on the reasons for your leave of absence) that you have to take re-examinations.</p> <p>There are deadlines for the application for a leave of absence – you find them here: www.hnu.de/leave-of-absence</p> <p>Please note: A leave of absence doesn't automatically extend other deadlines.</p> <p>If you take a leave of absence due to childcare (a maximum of 6 semesters per child), you can take exams (only first tries).</p>

Deadlines during the degree course (FS = full study semester)

Standard time to degree

1. FS	<ul style="list-style-type: none"> • you can't take a leave of absence during your first semester • if you have achieved less than 15 ECTS at the end of the 1st FS, you must have to talk to the subject study advisor
2. FS	
3. FS	<ul style="list-style-type: none"> • if you need more than 3 semesters for your studies, you will be invited for an interview with the subject study advisor.
4. FS	
5. FS	<ul style="list-style-type: none"> • until the end of the 5th semester, you have to hand in the Master thesis and have to have taken all the other exams. Otherwise, all exams that are still open (including the Master thesis) will be treated as „failed“ and you have to take the re-examinations in the subsequent semester.
6. FS	<ul style="list-style-type: none"> • until the end of the 6th semester, you have to hand in the Master thesis and have to have passed all the other exams. Otherwise, you'll get de-registered from the course, because you have lost your exam claim.

Curriculum DIM

Lfd. Nr.	Module (Bezeichnung)	Art der LV	ECTS	SWS			Prüfungsleistung
				1	2	3	
1	Introduction to Digital Innovation	SU, Ü	5	2			P (1 StA)
2	Digital Innovation Strategy	SU, Ü	5	2			P (1 StA)
3	Digital Transformation and Entrepreneurship	SU, Ü	5	4			P (1 PF)
4	Strategy and Performance Mgmt.	SU	5	4			P (1 K)
5	Consulting	SU, PP	5	2			P (1 StA)
6	Digital Business Models and Approaches	SU	5	2			P (1 PF)
7	Innovation Project	SU, PP	5		4		P (1 StA)
8	Introduction to Artificial Intelligence	SU	5		2		P (1 K)
9	Organization and Processes	SU	5		2		P (1 StA)
10	Design for Digital Innovation	SU, Ü	5		4		P (1 StA)
11	Digital Innovation in Industry	SU, PP	5		4		P (1 StA)
12	Information Systems Research	SU	5		2		P (1 StA)
13	Interpersonal Skills	SU, Ü	5			4	P (1 RE)
14	Academic Writing	SU, Ü	5			4	P (1 StA)
15	Master	Master Thesis		18			P (1 MT)
		Master Thesis Seminar	S	2		2	P (1 RE, 30min)
			90	16	18	10	

Abkürzungen:

ECTS= Punkte nach dem European Credit Transfer System

K = Klausur (90 min)

LV = Lehrveranstaltung

MT = Master Thesis

P = Prüfungsleistung

PF = Portfolioprüfung

PP = Praxisprojekt

RE= Referat

S = Seminar

StA = Studienarbeit

SU = seminaristischer Unterricht

SWS = Semesterwochenstunden

Ü = Übung

[Auch im Master Digital Transformation and Global Entrepreneurship \(DTE\)](#)