

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	Nadine Sonntag Nadine.sonntag@hnu.de 0731-9762-2014 Büro A.1.28
Head of the degree program	Prof. Dr. Daniel Schallmo daniel.schallmo@hnu.de 0731-9762-1531 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 Büro 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 Büro 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 check 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 this period, you have to pay a late fee about 20,00 € for the exam(s) you want to belatedly register for. You can do this four weeks before the examinations period starts.</p>
<p>Withdrawal from examinations</p>	<p>If you are registered for an exam, you have to take it.</p> <p>You can de-register via the study portal up to four weeks before the examination period starts (www.hnu.de/academic-calendar) without giving reasons. This doesn't not apply to retakes, course work, portfolio exams, and electives.</p> <p>If you are unable to take the exam at the exam day, you have to immediately (the exam day + 3 days) notify the exam office and have to provide a doctor's certificate. The certificate has to be dated on the exam day itself at latedoet. You find a blank form in our intranet; the usual certificate of incapacity doctors hand out to show e.g. to an employer is not sufficient.</p> <p>If you show up to an exam, you thereby declare yourself fit to take exams! If the inability to take an exam should arise during the exam, immediately notify 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 have failed an exam twice (=third attempt), you must have an interview with the student advisor and must take the third attempt 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 max. 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>In case of important reasons, you can apply for a semester of leave in the Office of Student Affairs via Mr. Peter Marquetand. Semesters of leave are not counted as semesters of study. As a rule, you will not be able to take any exams during the semester of leave (first attempts), but you will normally have to take second or third attempts during the semester of leave.</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 an interview with the faculty 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 academic 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 DTE

Lfd. Nr.	Module (Bezeichnung)	Art der LV	ECTS	SWS			Prüfungsleistung
				1	2	3	
1	Entrepreneurial Trend and Technology Scouting	SU	5	4			P (PF)
2	Entrepreneurial Ideation and Prototyping	SU	5	4			P (PF)
3	Digital Transformation and Entrepreneurship	SU	5	4			P (PF)
4	Digital Business Models and Approaches	SU	5	2			P (PF)
5	Applied Data Digitalization	SU	5	4			P (PF)
6	Systematic Literature Review	S	5	4			P (StA, RE)
7	International Startup-Tour (Excursion)	SU	5		4		P (PF)
8	International Strategic Management	SU	5		4		P (PF)
9	Entrepreneurial Funding and Finance	SU	5		4		P (PF)
10	Disruptive Technologies	SU	5		4		P (PF)
11	Digital Implementation	SU	5		4		P (PF)
12	Quantitative Research Methods	SU	5		4		P (StA, RE)
13	Strategic Brand Management	SU	10			7	P (PF)
14	Elective	SU	5			4	P (PF)*
15	Master Thesis		15			2	P (MT, RE)**
			90	22	24	13	

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

Master Digital Innovation Management

Master of Advanced Management

* beispielhafte Prüfungsform. Die tatsächliche Prüfungsform und Umfang der Lehrveranstaltung richtet sich nach dem tatsächlich belegten Fach

** Gewichtung: MT 14 ECTS, RE 1 ECTS