

M.Sc. Business Administration

A degree programme of the School of Business, Economics and Information Systems

The information in this infosheet is pertinent for the degree programme starting in summer semester 2025.

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[Web page of the degree programme](#)
Information for prospective students

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How to apply

Entry qualifications

To be eligible for a place on this degree programme, you must have:

- An above-average university degree (Bachelor's, *Magister*, *Diplom*, state examination) from a university in Germany or abroad based on at least three years of study in business, economics or a related degree with a credit component of **60 ECTS credits in business/economics** or the relevant equivalent amount in another credit-point system. (NB: One ECTS credit equates to 30 hours of study, including lectures and self-study.) Of these 60 ECTS credits, at least **ten** must be earned in the field of economic/business research **methods**. This includes modules that impart knowledge in data collection, data analysis, mathematics or statistics. You must have completed your degree programme with an overall grade of at least **2.7** (or the relevant equivalent foreign grade) or be among the top 50% of graduates of your cohort.
- Adequate **knowledge of English** at **level B2** of the Common European Framework of Reference for Languages (CEFR), unless English is your native language or language instruction for your prior education.
- Applicants who have **not** obtained their prior university degree in a signatory state to the Lisbon Convention¹ must additionally prove their aptitude for the Master's degree programme by submitting proof of completion of the Graduate Management Admission Test (GMAT) with a score of at least 600 points (10th Edition) or 565 points (Focus Edition).

International applicants with a university degree from abroad must provide proof of [German language proficiency](#) at **level A1 CEFR** (beginner's level). If you do not have proof of German proficiency at the time of application or enrolment, you can submit it during your first year at the University of Passau.

Starting your studies before completing your prior undergraduate degree

You can begin your studies before obtaining your first university degree if you have earned at least **140 ECTS credits** in your first degree programme by the start of the first semester on your master's degree programme in Passau. This must include the business/economics component of 60 ECTS credits, including 10 ECTS credits in economic/business research methods.

Please submit a transcript of records showing the number of semesters studied, the coursework and examinations completed to date and the ECTS credit points earned, as well as the provisional final grade (2.7 or better).

You must provide an English language certificate at level B2 CEFR by the application deadline.

You must then submit your degree certificate and final transcript for your prior undergraduate degree to the Registrar's Office by the following deadline:

- by 30 September of the following year if you started your programme in the winter semester (October start)
- by 31 March of the following year if you started your programme in the summer semester (March start)

This deadline stands, even if you take official leave of absence during your studies.

Application

Starting semester: This programme starts in April and October each year.

The **application deadline** for the October intake is **15 July**; for the April intake it is **15 January**.

[Please apply online.](#)

If you have any questions on the application process, please contact the [Student Registration Office](#), Innstr. 41, 94032 Passau, Germany; phone: +49 851 509 1127; e-mail: registry@uni-passau.de.

¹ For a list of signatory states to the Lisbon Convention, visit the [Council of Europe website](#).

Information for new students

Please visit our website to find out everything you need to know as you're [starting out on your studies](#) and for information on the [Orientation Weeks](#).

The following **videos** are particularly helpful for new students:

- [At the start of the degree programme](#)
- [Semester cycle](#)
- [Important documents for your studies](#)
- [ECTS credits and the standard period of study](#)
- [Course types](#)
- [Language courses and placement tests](#)
- [Examinations](#)
- [Online portals for your studies](#)
- [Scientific methods](#)
- [Leisure activities](#)
- [Advice centres](#)

Modules, module catalogue, overall grade calculation, courses

The curriculum is modularised, and each module has a specific ECTS credit load. When you pass a module exam, you acquire the number of ECTS credits allotted for that module. You will also receive a mark on your exam; however, this does not affect the number of ECTS credits awarded – you receive the full credit load for a pass and no credits for a fail. As this master's degree programme comprises a total of 120 ECTS credits, you should aim to gain **approx. 30 ECTS credits each semester** to complete the programme within the standard period of study.

In the [module catalogue](#) you will find detailed descriptions of the content of all modules and courses, as well as any module prerequisites and information on the examination format. There is no fixed sequence in which you should complete your module examinations; however, you should generally pass the introductory modules before attempting the more advanced modules.

As a rule, you will receive marks for all modules. The final grade for your degree is calculated based on the ECTS-weighted module marks and the mark you attain on your master's thesis.

The individual courses for the modules can be found in **Stud.IP**, the University's learning management system: [Master](#)

OVERVIEW OF MODULES

When planning out your studies, please use the [module catalogue](#) and check that they are applicable to the [Subject-specific Study and Examination Regulation](#) of the programme.

Module area A: Methodological Foundations

This module area covers the methodological foundations of business administration. You will complete compulsory elective modules totalling at least **10 ECTS credits**.

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Fundamentals of Business Analytics	Portfolio	5	5
(L)	Business Research Methods	Written exam	2	5
(L) and (E)	Multivariate Methods	Written exam	4	5
Total: at least 2 modules				10

Module area B: Majors and Minors

In module area B, you will complete compulsory elective modules amounting to a minimum of 47 and a **maximum of 87 ECTS credits**.

Of these, **at least 47 ECTS credits must come from a major module group** (this is your "Major 1", which can be shown on your certificate on request), in which you also complete at least one **seminar worth 7 ECTS credits**.²

You can divide the remaining 40 ECTS credits in one of the following ways:

² On request, the seminar can also be completed in a different major module group, provided its content matches your chosen major. If a major is shown on the certificate, a minor of the same name cannot be shown at the same time.

- 40 ECTS credits in another major module group (module group can be shown as “Major 2” on the certificate upon request)
- 20 ECTS credits in a minor module group and a further 20 ECTS credits in a second minor module group (both minors can be shown on the certificate upon request)
- at least 20 ECTS credits in a minor module group (minor can be shown on the certificate upon request) and free choice of modules to make up the remaining ECTS credits
- free choice of modules from all major and minor module groups (no further specialisation)

Major module groups

Accounting and Tax Major

Course format	Module name	Type of assessment ³	WCH	ECTS
(L) and (E)	Advanced International Accounting	Written exam	4	5
(L) and (E)	Corporate Valuation	Written exam	4	5
(L) and (E)	Financial Statement Analysis	Written exam	4	5
(L) and (E)	Immobilien & Steuern	Written exam	2	3
(L) and (E)	International Accounting	Written exam	4	5
(L) and (E)	International Taxation	Written exam	4	5
(L) and (E)	Rechtsformwahl und M&A	Written exam	4	5
(L)	Reporting of Digital Business Models	Portfolio	3	5
(L)	Sustainability Reporting	Portfolio	3	5
(L) and (E)	Tax Effects	Written exam	4	5
(L)	Transfer Pricing	Portfolio	2	5
(L) and (E)	Value-based Management	Written exam	4	5
(L)	Workshop Unternehmensbewertung	Presentation	2	5
(C)	Master's Thesis Colloquium	Presentation	0.5–1	1–3
(S)	Seminar in Accounting and Tax I–III	Portfolio	1–4	7
(L) and (E) or (L)	Data Science in Accounting and Tax I–II	Written exam or portfolio or oral exam	2–5	3–5

Data Science Major

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Advanced Data Analytics	Written exam	4	5
(L) and (E)	Approximate Dynamic Programming (Reinforcement Learning)	Written exam	4	5
(L) and (E)	Artificial Intelligence and Optimisation	Written or oral exam	4	5
(L) and (E)	Combinatorial Optimisation	Written or oral exam	4	5
(L)	Computational Statistics – Regression in R	Written exam	2	3
(L)	Computational Statistics – Statistical Learning in R	Written exam	2	3
(L) and (E)	Data Science in Operations Management	Written exam or portfolio	4	5
(L) and (E)	Decision-making under Uncertainty	Written or oral exam	4	5
(L) and (E)	Deep Learning and Text Analysis in Finance	Portfolio	4	5
(L) and (E)	Econometric Methods	Written exam	5	5
(L) and (E)	Heuristics and Approximation Methods	Written or oral exam	4	5
(L) and (E)	Network Optimisation	Written or oral exam	4	5
(L) and (E)	Paneldatenanalyse	Written or oral exam	4	5
(L)	Practical Course: Advanced Topics in Management Science	Portfolio	2	5
(L) and (E)	Scientific Computing and Digital Reporting with Python	Portfolio	4	5
(L) and (E)	Topics in Applied Econometrics	Portfolio	4	4
(C)	Master's Thesis Colloquium	Presentation	0.5–1	1–3
(S)	Seminar in Data Science I–III	Portfolio	1–4	7

³ The lecturer decides on the type of assessment used if the module catalogue provides for several types of examination for a module.

Entrepreneurship Major

Course format	Module name	Type of assessment	WCH	ECTS
(S)	5-Euro Business	Portfolio	4	5
(S)	Advanced Strategic Sensitivity and Digitalisation	Portfolio	4	5
(L)	Branding and Marketing Communications	Written exam	2	5
(L)	Consumer Behaviour	Written exam	2	5
(S)	Entrepreneurship Development Programme	Portfolio	8	10
(L)	Entwicklung von Managementfähigkeiten	Portfolio	2	5
(L) and (E)	Ethical Entrepreneurship and Stakeholder Analysis	Portfolio	4	5
(L)	Fundamentals of Digitalisation and Digital Trends	Written exam	2	5
(S)	Intercultural Entrepreneurship	Portfolio	2	10
(L)	Network Management in Startup Processes	Portfolio	4	5
(L)	Organizational Behavior und Unternehmensführung	Portfolio	2	5
(L) and (E) or (S)	Organisations and Innovation Strategy	Written exam or portfolio	4	5
(L) and (E)	Price Management	Written exam	3	5
(L)	Services Marketing	Written exam	2	5
(L) and (E) or (S)	Strategy for High-Tech Startups	Written exam or portfolio	4	5
(L)	Unternehmensverfassung	Portfolio	4	5
(C)	Master's Thesis Colloquium	Presentation	0.5–1	1–3
(S)	Seminar in Entrepreneurship I–III	Portfolio	1–4	7
(L) and (E) or (L)	Data Science in Entrepreneurship I–II	Written exam or portfolio or oral exam	2–5	3–5

Finance Major

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Corporate Finance and Capital Markets	Written exam	4	5
(L)	Empirical Finance	Written exam	3	5
(L) and (E)	Environmental, Social and Corporate Governance Analytics	Portfolio	4	5
(L) and (E)	Financial Data Analytics and Machine Learning	Portfolio	4	5
(L) and (E)	Financial Engineering and Structured Finance	Written exam	4	5
(L) and (E)	Finanzcontrolling	Written exam	3	5
(L) and (E)	Quantitatives Risikomanagement	Written exam	3	5
(L)	Green and Sustainable Finance	Written exam	2	5
(L)	Mergers & Acquisitions: International Corporate Transactions	Portfolio	2	5
(L) and (E)	Quantitative Methods in Finance	Written exam	2	5
(L)	Finance and Banking Workshop	Portfolio	2	5
(C)	Master's Thesis Colloquium	Presentation	0.5–1	1–3
(S)	Seminar in Finance I–III	Portfolio	1–4	7
(L) and (E) or (L)	Data Science in Finance I–II	Written exam or portfolio or oral exam	2–5	3–5

Information Systems and Digital Business Major

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Advanced Databases	Written exam	4	7
(L) and (E)	Advanced IT Security	Written exam	4	6
(L) and (E)	Advanced Topics in Data Science	Written exam	4	5
(L) and (E)	AI-Based Business Information Systems	Written exam	4	5
(L) and (E)	Business Intelligence & Analytics Systems	Written exam	4	5
(L) and (E)	Deep Learning and Text Analysis in Finance	Written exam	4	5
(L) and (E)	Digital Markets and Online Platforms	Written exam	4	5
(L) and (E)	Digital Service Management	Written exam	4	5
(L) and (E)	Financial Data Analytics and Machine Learning	Written exam	4	5
(L) and (E)	Information Management	Written exam	4	5
(L) and (E)	IT-Architecture Management	Written exam	4	5
(L) and (E)	IT-Services und IT-Servicemanagement	Written exam	4	5
(L) and (E)	Management of Information Security and Privacy	Written exam	4	5
(L) and (E)	Principles of AI Engineering	Written exam	4	6
(L) and (E)	Responsible Machine Learning	Written exam	4	6
(L) and (E)	Scientific Computing and Digital Reporting with Python	Written exam	4	5
(L) and (E)	Strategic IT Management (IT Management for Advanced Learners)	Written exam	4	5
(L) and (E)	Strategies in the Software Industry	Written exam	4	5
(S)	Seminar in Information Systems and Digital Business I-III	Portfolio	1-4	7
(L) and (E) or (L)	Data Science in Information Systems and Digital Business I-II	Written exam or portfolio or oral exam	2-5	3-5

Management and Strategy Major

Course format	Module name	Type of assessment	WCH	ECTS
(S)	Advanced Strategic Sensitivity and Digitalisation	Portfolio	4	5
(L)	B2B Marketing and Sales Management	Written exam	2	5
(L)	Corporate Strategy and Innovation	Written exam	2	5
(L)	Customer Relationship Management	Written exam	2	5
(L)	Empirische Methoden für Masterstudierende im Bereich Management, Personal und Information	Essay/paper	2	5
(L)	Entwicklung von Managementfähigkeiten	Portfolio	2	5
(L)	Fundamentals of Digitalisation and Digital Trends	Written exam	2	5
(L)	Governance – Compliance und Governance Kodex (PBL)	Portfolio	4	5
(L)	International Cooperation and Networks	Portfolio	2	5
(L)	Managing and Leading Strategic Innovation and Change	Written exam	2	5
(L)	Organisation Theory and Sustainable Leadership	Portfolio	2	5
(L)	Organizational Behavior und Unternehmensführung	Portfolio	2	5
(L) and (E) or (S)	Organisations and Innovation Strategy	Written exam or portfolio	4	5

(L)	Strategisches Human Ressourcen Management	Portfolio	4	5
(L) and (E) or (S)	Strategy for High-Tech Startups	Written exam or portfolio	4	5
(C)	Wissenschaftliches Arbeiten	Essay/paper	1	1
(C)	Master's Thesis Colloquium	Presentation	0.5–1	1–3
(S)	Seminar in Management and Strategy I–III	Portfolio	1–4	7
(L) and (E) or (L)	Data Science in Management and Strategy I–II	Written exam or portfolio or oral exam	2–5	3–5

Minor module groups

Artificial Intelligence Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Advanced Data Analytics	Written exam	4	5
(L) and (E)	Approximate Dynamic Programming (Reinforcement Learning)	Written exam	4	5
(L) and (E)	Artificial Intelligence and Optimisation	Written exam or oral exam	4	5
(L)	Computational Statistics – Statistical Learning in R	Written exam	2	3
(L) and (E)	Deep Learning and Text Analysis in Finance	Portfolio	4	5
(L)	Practical Course: Advanced Topics in Management Science	Portfolio	2	5
(L) and (E)	Scientific Computing and Digital Reporting with Python	Portfolio	4	5
(L) and (E)	Topics in Applied Econometrics	Portfolio	4	4
(L) and (E) or (L)	Advanced Artificial Intelligence	Written exam or portfolio or oral exam	2–4	3–5

Business Taxation Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L)	Allgemeines Steuerrecht I+II	Written exam	2	5
(L) and (E)	Immobilien & Steuern	Written exam	2	3
(L) and (E)	International Taxation	Written exam	4	5
(L) and (E)	Rechtsformwahl und M&A	Written exam	4	5
(L) and (E)	Tax Effects	Written exam	4	5
(L) and (E)	Transfer Pricing	Portfolio	2	5
(L) and (E) or (L)	Advanced Business Taxation	Written exam or portfolio or oral exam	2–4	3–5

Data Science Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Advanced Data Analytics	Written exam	4	5
(L) and (E)	Combinatorial Optimisation	Written exam or oral exam	4	5
(L)	Computational Statistics – Regression in R	Written exam	2	3
(L)	Computational Statistics – Statistical Learning in R	Written exam	2	3
(L) and (E)	Data Science in Operations Management	Written exam or portfolio	4	5

(L) and (E)	Decision-making under Uncertainty	Written exam or oral exam	4	5
(L) and (E)	Econometric Methods	Written exam	5	5
(L) and (E)	Paneldatenanalyse	Written exam	4	5
(L) and (E)	Topics in Applied Econometrics	Portfolio	4	5
(L) and (E) or (L)	Advanced Data Science	Written exam or portfolio or oral exam	2–4	3–5

Digital Management and Strategy Minor

Course format	Module name	Type of assessment	WCH	ECTS
(S)	Advanced Strategic Sensitivity and Digitalisation	Portfolio	4	5
(L)	Entwicklung von Managementfähigkeiten	Portfolio	2	5
(L)	Fundamentals of Digitalisation and Digital Trends	Written exam	2	5
(L)	Organizational Behavior und Unternehmensführung	Portfolio	2	5
(L) and (E) or (S)	Organisations and Innovation Strategy	Written exam or portfolio	4	5
(L)	Reporting of Digital Business Models	Portfolio	3	5
(L) and (E) or (S)	Strategy for High-Tech Startups	Written exam or portfolio	4	5
(L)	Sustainability by Digitalisation	Written exam	2	5
(L) and (E) or (L)	Advanced Digital Management	Written exam or portfolio or oral exam	2–4	3–5

Economics Minor

You can earn a maximum of 30 ECTS credits in this minor module group.

Course format	Module name	Type of assessment	WCH	ECTS
(S)	Advanced International Economics	Portfolio	2	7
(L) and (E)	Advanced International Trade	Written exam	4	5
(L) and (E)	Advanced Macroeconomics	Written exam	4	5
(L) and (E)	Advanced Microeconomics (Game Theory)	Written exam	4	5
(L)	Behavioural Game Theory	Portfolio	3	5
(L) and (E)	Behavioural Public Economics	Written exam or portfolio	4	5
(S)	Economics of Corruption	Portfolio	4	7
(L) and (E)	Economics of Education	Written exam or portfolio	4	5
(S)	Experimental Economics	Essay/paper	4	7
(L) and (E)	Fundamentals of International Trade	Written exam	4	5
(L) and (E)	Growth, Inequality and Poverty	Written exam	4	5
(L) and (E)	Health, Development and Public Policy	Written exam	4	5
(L) and (E)	International Monetary Economics	Written exam	4	5
(L) and (E)	Micro Development Economics	Written exam	4	5
(L) and (E)	Natural and Field Experiments	Written exam or portfolio	4	5
(L) and (E)	Neue Standorttheorien – Regional- und Stadtökonomik in Theorie und Praxis	Written exam	4	5
(L) and (E)	Population Economics	Written exam or portfolio	4	5
(S)	Recent Topics in International Trade	Portfolio	2	7
(S)	Advanced Macroeconomics Seminar	Portfolio	2	7

(S)	Development Economics Seminar	Essay/paper	2	7
(S)	Public Economics Seminar	Portfolio	2	7
(L) and (E) or (L)	Advanced Economics	Written exam or portfolio or oral exam	2–4	3–5

Entrepreneurship Minor

Course format	Module name	Type of assessment	WCH	ECTS
(S)	5-Euro Business	Portfolio	4	5
(S)	Executive and Entrepreneurial Thinking and Communication	Portfolio	3	7
(L)	Fundamentals of Digitalisation and Digital Trends	Written exam	2	5
(S)	Intercultural Entrepreneurship	Portfolio	2	10
(L)	Network Management in Start-up Processes	Portfolio	4	5
(L) and (E)	Ethical Entrepreneurship and Stakeholder Analysis	Portfolio	4	5
(L) and (E) or (S)	Organisations and Innovation Strategy	Written exam or portfolio	4	5
(L) and (E) or (S)	Strategy for High-Tech Startups	Written exam or portfolio	4	5
(L) and (E) or (L)	Advanced Entrepreneurship	Written exam or portfolio or oral exam	2–4	3–5

Finance Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Corporate Finance and Capital Markets	Written exam	4	5
(L) and (S)	Empirical Finance	Written exam	3	5
(L) and (E)	Financial Data Analytics and Machine Learning	Portfolio	4	5
(L) and (E)	Financial Engineering and Structured Finance	Written exam	4	5
(L) and (E)	Finanzcontrolling	Written exam	3	5
(L) and (E) or (L)	Advanced Finance	Written exam or portfolio or oral exam	2–4	3–5

Information Systems and Digital Business Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	AI-Based Business Information Systems	Written exam	4	5
(L) and (E)	Business Intelligence & Analytics Systems	Written exam	4	5
(L) and (E)	Digital Markets and Online Platforms	Written exam	4	5
(L) and (E)	Digital Service Management	Written exam	4	5
(L) and (E)	Information Management	Written exam	4	5
(L) and (E)	IT-Architecture Management	Written exam	4	5
(L) and (E)	IT-Services und IT-Servicemanagement	Written exam	4	5
(L) and (E)	Management of Information Security and Privacy	Written exam	4	5
(L) and (E)	Strategic IT Management (IT Management for Advanced Learners)	Written exam	4	5
(L) and (E)	Strategies in the Software Industry	Written exam	4	5
(L) and (E) or (L)	Advanced Information Systems and Digital Business	Written exam or portfolio or oral exam	2–4	3–5

Marketing Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L)	B2B Marketing and Sales Management	Written exam	3	5
(L)	Branding and Marketing Communications	Written exam	2	5
(L)	Consumer Behaviour	Written exam	2	5
(L)	Customer Relationship Management	Written exam	2	5
(L) and (E)	Marketing Research	Written exam or portfolio	3	5
(L) or (S)	Practical Course in Marketing	Portfolio	2	5
(L) and (E)	Price Management	Written exam	3	5
(L)	Services Marketing	Written exam	2	5
(L) and (E) or (L)	Advanced Marketing	Written exam or portfolio or oral exam	2–4	3–5

Optimisation Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Approximate Dynamic Programming (Reinforcement Learning)	Written exam	4	5
(L) and (E)	Artificial Intelligence and Optimisation	Written exam or oral exam	4	5
(L) and (E)	Combinatorial Optimisation	Written exam or oral exam	4	5
(L) and (E)	Data Science in Operations Management	Written exam or portfolio	4	5
(L) and (E)	Decision-making under Uncertainty	Written exam or oral exam	4	5
(L) and (E)	Heuristics and Approximation Methods	Written exam or oral exam	4	5
(L) and (E)	Network Optimisation	Written exam or oral exam	4	5
(L)	Practical Course: Advanced Topics in Management Science	Portfolio	2	5
(L) and (E) or (L)	Advanced Optimisation	Written exam or portfolio or oral exam	2–4	3–5

Reporting and Controlling Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L) and (E)	Advanced International Accounting	Written exam	4	5
(L) and (E)	Corporate Valuation	Written exam	4	5
(L) and (E)	Financial Statement Analysis	Written exam	4	5
(L) and (E)	International Accounting	Written exam	4	5
(L)	Reporting of Digital Business Models	Portfolio	3	5
(L)	Sustainability Reporting	Portfolio	3	5
(L) and (E)	Value-based Management	Written exam	4	5
(L)	Workshop Unternehmensbewertung	Presentation	2	5
(L) and (E) or (L)	Advanced Reporting and Controlling	Written exam or portfolio or oral exam	2–4	3–5

Sustainability Minor

Course format	Module name	Type of assessment	WCH	ECTS
(L)	Compliance	Portfolio	4	5
(L) and (E)	Environmental, Social and Corporate Governance Analytics	Portfolio	4	5
(L)	Green and Sustainable Finance	Written exam	2	5
(L)	Organisation Theory and Sustainable Leadership	Portfolio	2	5
(L)	Sustainability and Business Ethics: Ethische Konzepte für nachhaltiges Wirtschaften	Portfolio	2	5
(S)	Sustainability and Business Ethics: Shaping Transformation	Portfolio	2	7
(L)	Sustainability by Digitalisation	Written exam	2	5
(L)	Sustainability Reporting	Portfolio	3	5
(L) and (E)	Value-based Management	Written exam	4	5
(L) and (E) or (L)	Advanced Sustainability	Written exam or portfolio or oral exam	2–4	3–5

Module area C: Foreign Business Language

In module area C: Foreign Business Language, you **have the option** of earning up to **10 ECTS credits**; however, you are not required to complete any modules in module area C. The following [languages](#) are offered:

- Chinese
- Czech
- English for Business/Economics
- French for Business/Economics
- German as a foreign language
- Indonesian
- Italian
- Polish
- Portuguese
- Russian
- Spanish for Business/Economics
- Thai

If you wish to choose **English, French** or **Spanish** (foreign business languages) you must furnish proof of proficiency in the relevant language entitling you to attend at least **FFA Advanced 1** (level C1 CEFR). If your prior university degree shows that you have a higher proficiency level than that required for FFA Advanced 1, you should register for Advanced 2 (level C2 CEFR).

In **all other languages**, you must furnish proof proficiency in the relevant languages entitling you to attend at least **FFA Intermediate** level.

Level	Course title	WCH	ECTS
Level 3	FFA Intermediate 1	4	10
	FFA Intermediate 2	4	
Level 4	FFA Advanced 1.1	4	10
	FFA Advanced 1.2	4	
Level 5	FFA Advanced 2.1	4	10
	FFA Advanced 2.2	4	
In total		8	10

Abbreviations used

ECTS credits = Credit points under the *European Credit Transfer and Accumulation System* (ECTS)
WCH = Contact teaching hours per week during the semester
FFA = Subject-specific language programmes (in German: *Fachspezifische Fremdsprachenausbildung*)
(L) = Lecture
(C) = Colloquium
(E) = Exercise course
(S) = Seminar

During your studies

Studying or working abroad as part of the degree programme

During your studies you can [study or complete an internship abroad](#).

A number of [double degree options](#) are offered as part of the programme.

Master's thesis

To be permitted to begin writing your master's thesis, you need to have accumulated a minimum of 35 ECTS credits in this degree programme.

You will write your Master's thesis on a topic chosen from your Major 1. Upon request, the Board of Examiners may agree that you write your Master's thesis in a different major, provided it aligns with your Major 1 in terms of syllabus and intended learning outcomes. You can also write your master's thesis at a partner university, provided you have the approval of the Board of Examiners.

You are given 18 weeks to write the thesis, which must be written in German or English. When you pass your master's thesis, you are awarded **23 ECTS credits**.

Completing your degree studies

You have passed the master's examination when you have gained pass mark on all required modules and the master's thesis, and acquired at least 120 ECTS credits. You will then graduate and be awarded the degree of **Master of Science (M.Sc.)**.

At the end of the degree programme, you should submit a [written request for your final degree documents](#) (i.e. the final transcript, degree certificate etc.) to the Examinations Office.

Key competencies and career planning

With the so-called ZKK courses (the German abbreviation ZKK stands for the [Future: Career and Competencies Section](#)), the University offers you a comprehensive range of transferable skills seminars and computer courses for free. ZKK also offers a wide range of careers and internship advice services, such as the [careers portal](#), which make it easier for you to start your career later on.

Voluntary completion of additional modules

If you earn more than the required 120 ECTS credits in your degree programme, these additional credits are listed separately in your final transcript. However, the marks attained in these additional modules do not count towards the final grade for your degree.

You can acquire various [additional qualifications and certificates](#), and all students enrolled at Bavarian universities can take advantage of the online courses of the [Bavarian Virtual University \(Virtuelle Hochschule Bayern\)](#).

Doctoral study

A doctorate is an important step if you are aiming for a career in academia. This may be the right career choice for you if you enjoy exploring a given topic in great depth whilst using your critical thinking skills to reflect on complex problems.

[Further information on studying for a doctorate at the School of Business, Economics and Information Systems](#)

Important examination-related rules and regulations

Study and examination regulations; module catalogue

- [General study and examination regulation \(AStuPO\) for the master's degree programmes of the faculty](#)
- [Subject-specific Study and Examination Regulation \(FStuPO\)](#)
- [Module catalogue](#)

Standard and maximum length of the programme

The standard period of study is **four semesters** (120 ECTS credits).

The maximum duration of study is six semesters. If you have not passed all required examinations after the sixth semester, you will fail the degree programme in the first instance; however, you will then be given an additional two semesters in which to complete the missing assessments. This period is not interrupted by a leave of absence or de-registration.

If you have not passed all required modules by the end of the eighth semester, you will fail the programme without the possibility of re-sitting the examinations. It is important to understand that this “endgültig nicht bestanden” status, which means “final fail”, also bars you from enrolling in the same degree programme at other German universities.

Resits

You may resit failed module examinations up to *two times*. You may re-attempt a failed master's thesis *once*; however, you must do this with a new topic.

You may *not* voluntarily resit examinations for modules you have passed in an attempt to improve your mark.

Credit transfers

The Programme Coordination Office of the School of Business, Economics and Information Systems and the Examinations Office are responsible for the recognition of coursework and assessments. For the application form and other information, visit the [Examinations Office website](#).

Cheating in examinations; plagiarism

If you attempt to influence the result of an assessment by cheating (e.g. plagiarism or use of unauthorised examination aids), the assessment in question is assigned a mark of 5.0 (“insufficient”, “nicht ausreichend”) or “fail” (“nicht bestanden”).

When preparing written work such as seminar papers, master's theses, etc. you must do so in compliance with the [University of Passau's Rules for the Ascertainment of Good Research Practice](#). Such written work should usually be submitted in electronic form.

Illness and inability to attend examinations

If you fall ill before an exam, you must decide, before commencing the exam, whether you want to withdraw from it due to illness. You will need to provide a medical certificate. If you fall ill during an exam and have to abort it, you also have to provide a medical certificate.

In either case you must submit the completed [Inability to Attend Examinations Due to Illness Form](#) at the earliest opportunity. You should submit the form and medical certificate to the Examinations Office as described in the [information sheet on inability to attend examinations](#).

If you fall ill for a longer period of time during the semester, it may be expedient for you to take [leave of absence](#) for the whole semester. If that is the case, please seek advice from the Student Registration Office and the Advice Centre for Students with Disabilities and Chronic Illnesses.

Academic adjustments/exam access arrangements

If you have a disability or suffer from a chronic or psychological illness, you may be able to apply for [academic adjustments](#), including access arrangements (e.g. extra time for written exams). The Advice Centre for Students with Disabilities and Chronic Illnesses will be happy to advise and support you with your application.

Service and advice centres

Academic Advice Service

The [Academic Advice Service](#) staff provide general advice on all degree programmes and on questions that may arise during your studies. Please make an appointment if you wish to talk to us in person, by telephone or online.

Academic Advice Service, Innstr. 41, 94032 Passau
Drop-in hours: Wednesdays 9:00–12:00
Phone: +49 851 509 1154
E-mail: advice@uni-passau.de

Programme advisers and programme co-ordinators

If you have specific questions about your degree programme (e.g. choice of major or minor subject, integration of study-abroad phases), please contact the programme convenor:

[Professor Christoph Pelger](#)
Phone: +49 851 509 2470
E-mail: christoph.pelger@uni-passau.de

[Professor Ralf Kellner](#)
Phone: +49 851 509 4670
E-mail: ralf.kellner@uni-passau.de

For all non-subject-specific questions about the degree programme, please contact the [programme coordinator](#):

Katharina Beck
Phone: +49 851 509 2408
E-mail: katharina.beck@uni-passau.de

Examinations Office

The [Examinations Office](#) has overall responsibility for all exam-related matters. Visit the Examinations Office website for important information and applications concerning your degree programme.

Dean's Office of the School of Business, Economics and Information Systems

The [Business/Economics Student Committee \(*Fachschaft WiWi*\)](#) informs and advises students on all study-related questions. The student committee represents students' interests in the University's governing bodies and organises the Orientation Week as well as extracurricular activities.

Innstrasse 27 (Business/Economics Building), Room 025
Phone: +49 851 509 2404
E-mail: fs-wiwi@uni-passau.de

All [advice services and student societies](#) can be found online on our website.