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HEIDELBERG UNIVERSITY EXAMINATION AND DEGREE PROGRAMME RULES AND REGULATIONS FOR THE BACHELOR'S DEGREE PROGRAMME IN ANCIENT HISTORY

as of 29 July 2015

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Section I: General provisions

§ 1 Purpose of the academic programme and examinations

- (1) The objective of the Bachelor's degree programme in Ancient History is historical scientific research of ancient Rome and Greece. This degree programme is intended to provide the basis for scientific analysis of the ancient Roman and Greek cultures. The degree programme is also intended to convey competency in analytical skills and cultural science methodologies, so that students will possess the ability to compile, analyse, and assess complex issues in this field. This degree programme prepares candidates to be able to independently perform problem-solving, and the Bachelor's examination constitutes the first-level degree of professional qualification.
- (2) The purpose of the Bachelor's examination is to assess whether students have mastered the basics of Ancient History, have an overview of the interrelationships between the individual disciplines, and have acquired the necessary fundamental technical skills, as well as both methodological and practical skills, to enter a profession.
- (3) The requirements for admission to this degree programme are set forth in the Admission Regulations, published separately.

§ 2 Bachelor's degree

Upon successful completion of the Bachelor's examinations, Heidelberg University will confer the academic degree of "Bachelor of Arts" (abbrev."B.A.").

§ 3 Standard period of study, programme structure and range of courses offered

- (1) The standard period of study for the Bachelor's degree programme is six semesters, including examinations. Successful completion of the Bachelor's degree programme requires a total of 180 credit points (CP) in both compulsory and elective courses.
- (2) The Bachelor's programme is a modular programme and comprises two major subjects (1st major, 74 CP; 2nd major, 74 CP) and cross-disciplinary competencies (20 CP). The Bachelor's thesis comprises 12 credit points and is to be written in the first major subject. The modules required and the corresponding courses and lectures in Ancient History may be found in Appendix 1. Ancient

History may also be taken as a minor subject (35 CP) in combination with another major (113 CP).

- (3) The subjects of various Bachelor's degree programmes may be combined as desired, provided the respective courses are currently being offered. Successful completion of the Bachelor's degree programme requires the completion of both subjects, the cross-disciplinary courses and the Bachelor's thesis; the completion of only one subject does not suffice for conferment of the Bachelor's degree.
- (4) The departmental faculty of the first major is responsible for verification of compliance with the rules set forth in paragraph 3, and with the issuing of the diploma and certificate in accordance with § 21. The Joint Examination Office will support the faculty in this task.
- (5) For the degree programme in Ancient History, students must provide proof of the following language skills:
- For the major and minor subjects:
 - o Knowledge of Latin and a Latin Proficiency Certificate (Latinum)
 - o Knowledge of English and a second modern foreign language

The examinations board may make exceptions for students with foreign university admission certification.

- (6) Proof of language skills as described in paragraph 5 includes:
- for knowledge of Latin / Latin Proficiency Certificate (Latinum)
 - Submission of the Latin Proficiency Certificate (Latinum) and
 - an examination, held as part of the final examination for the proseminar in the basic modules of Roman History (1st and 2nd major) or Greek/Roman History (minor).

Proof of successful completion of the language examination will be deemed to have been provided if the examination has been graded "sufficient" (4.0) or higher. If the examination is not passed, it may be retaken twice.

If the Latin Proficiency Certificate (Latinum) was not included in the student's university entrance certificate, the candidate will have the opportunity to earn it within the compulsory elective module: "Subject-Related Language Skills".

Submission of the Latin Proficiency Certificate (Latinum) is a requirement for admission to the advanced modules and the module "Source Analysis". It must therefore be submitted by the beginning of the fourth semester.

- For English and another modern foreign language, respectively:
 - Proof of the language as mother tongue, or

- Proof, with corresponding educational certificates, of the respective language being the national or official language, or

- Proof, with corresponding certificates of foreign language study, as follows:

- Compulsory education from school years 5 or 6 to 10, with a grade of “sufficient” or higher in the second term of year 10.
- Compulsory education from school years 7 or 8 to 11, with a grade of “sufficient” or higher in the second term of year 11.
- Compulsory education from school years 9 to 11, or from years 9 to 12, with a grade of “sufficient” or higher in the second term of year 12.
- Proof of language skills at the level of a successfully completed, i.e. graded as sufficient or higher, university language course at the Advanced II level (final course of the basic level), or proof of comparable language skills, with submission of the corresponding certificates (at a minimum proficiency level of B1 in the Common European Framework of Reference).

In the event of doubt, it is the responsibility of the examinations board to decide whether a certificate corresponds with and is comparable to the above mentioned stipulations.

- (7) Generally, the language of instruction and examinations is German. Classes may be also given in English.

§ 4 Modules, credits and list of grades

- (1) A module is a teaching unit, self-contained in terms of both time and content, and comprised of various lectures and courses. It not only comprises the lectures and courses attended, but also the components necessary for a passing grade in the module.
- (2) The Bachelor's thesis is regarded as individual module.
- (3) A distinction is made between
- compulsory modules: these must be completed by all students
 - compulsory elective modules: students may select these from a limited subject area
 - optional modules: students may freely choose these from the modules offered in their major subject
- (4) All components within a module must be graded as "sufficient" (4.0) or higher (=sub-module grades) for the complete module to be passed.

- (5) Credits are given for successfully completed modules, including their individual components. One credit point (CP) corresponds to a workload of 30 hours.
- (6) Grades that are to be recognised as having been earned during the course of study may only be submitted once and only in one subject area. If two subjects require the same course to be completed, permission to have it counted for both subjects may be granted. This decision will be made by the corresponding examinations board.
- (7) A grade report (Transcript of Records) may be issued at the end of each semester, listing all module examinations students have passed, including the corresponding credits and grades.

§ 5 Examinations board

- (1) The faculty examinations board of the Philosophy Faculty is responsible for the organisation of examinations and the tasks required by the examination rules and regulations. It is made up of two professors, a research assistant representative, and a student, who serves in an advisory capacity. The faculty council appoints the chairperson, the deputy, and the other members of the examinations board for a period of two years each. The student member is appointed for one year. The chairperson and the deputy must be professors.
- (2) The examinations board ensures that the examination rules and regulations are upheld, and provides recommendations for further improvements to the curriculum and the examination rules and regulations. The examinations board appoints the examiners and observers involved in examinations. The examinations board may delegate these appointments to its chairperson or to another person authorised by one of the Institutes. He or she may be called upon for all questions regarding examinations.
- (3) The chairperson manages the business of the examinations board, prepares and chairs meetings and, in the event of a tie vote, has the deciding vote.
- (4) The examinations board may confer further responsibility on its chairperson or another person authorised by one of the Institutes, provided this does not violate applicable law. Such a decision may be revoked at any time. The chairperson informs the examinations board on a regular basis about the completion of such responsibilities.
- (5) Examinations board members have the right to attend examinations.
- (6) Members of the examinations board, examiners, and observers are obligated to maintain professional confidentiality. Those who are not civil servants are sworn

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to secrecy by the chairperson.

- (7) The candidate must be informed of negative decisions of the examinations board immediately and in writing; the reasons for the decision must be stipulated and information on the procedure for appeal must be provided.
- (8) The Joint Examination Office provides support to the examinations board and executes its decisions.

§ 6 Examiners and observers

- (1) In general, examinations that are not completed during the course of study or in connection with individual courses may only be conducted by professors, university or private lecturers, or research assistants who have been granted the right to conduct examinations. Research assistants, research associates, adjunct lecturers and lecturers with special responsibilities may only be appointed to conduct examinations under exceptional circumstances, when there is not enough qualified faculty available to conduct examinations.
- (2) Examinations held during the course of study are usually conducted by the instructor of the course in question.
- (3) Observers must have sat the corresponding Bachelor's examination or equivalent.
- (4) The candidate is permitted to make a proposal for the Bachelor's thesis and the final oral examination; however this does not constitute entitlement to be examined by a particular examiner.
- (5) The chairperson of the examinations board ensures that candidates are given sufficient advance notice of examiners' names.

§ 7 Recognition of course credits, examination results and academic degrees

- (1) Examination prerequisites and results, as well as academic degrees obtained through degree programmes at German universities, universities of cooperative education (state or state-recognised), or at foreign universities (state or state-recognised), will be recognised, as long as there are no significant differences concerning the skills acquired, courses taken, and degree obtained through the programme.

This recognition is required in order to continue an academic programme, take examinations, start a further academic programme or be admitted to a doctoral programme. The validity of § 15, paragraph 3 and 4 LBG (State Public Service Law) remains unaffected.

- (2) Preliminary and intermediate examinations taken at other German universities in the same degree programme or in a similar degree programme will be recognised. Courses completed at recognised distance-learning institutions will be considered equivalent to those in a corresponding traditional degree programme with regard to determining the duration of study.
- (3) It is the applicant's responsibility to provide all information necessary for achievements to be recognised. It is the responsibility of the office which carries out the recognition procedure to prove that an application does not fulfil the requirements.
- (4) If agreements exist between the Federal Republic of Germany and other states concerning equivalent university degree programmes (Equivalency Agreements) that favour students from other states by way of derogation from paragraph 1 and § 29, paragraph 2, sentence 5 of the LHG (Act on Higher Education of the Land of Baden-Württemberg), the rules and regulations in the Equivalency Agreement take precedence.
- (5) Examination results are to be graded on the basis of a credit point system that allows for achievements in equivalent or similar degree programmes to be recognised; this also applies to universities of cooperative education, provided there is equivalence.
- (6) Knowledge and skills gained outside a university degree programme may be recognised for such a programme, as long as
1. the requirements for university admission are fulfilled at the time of recognition,
 2. the knowledge and skills to be recognised for the university degree programme are equivalent in both content and level to the course credits and examinations which they should replace, and
 3. the criteria for recognition have been verified in an accreditation.
- Knowledge and skills gained outside the university degree programme may not replace more than 15 credit points within the degree programme of a 50 % major subject (1st or 2nd major) or 7 credit points in a 25 % minor subject. A Bachelor's thesis will not be recognised. If documentation of individual examinations that would provide evidence of specific knowledge and skills cannot be provided, the examinations board may request the completion of a placement test.
- (7) In case of refresher courses, credit points may be given for courses and examinations. When recognising credits from refresher courses for a university degree programme, paragraphs 2 and 5, as well as paragraph 6, sentence 1, no. 1 apply accordingly. When recognising knowledge and skills gained outside a university degree programme for refresher courses, paragraph 6 applies accordingly.

§ 8 Unexcused absence, withdrawal, deception and breaches of regulations

- (1) An examination is graded as "failed" (5.0), if a candidate fails to appear and is unable to provide a valid reason for his or her absence, or, if the candidate withdraws after the examination has started. The same applies if the candidate fails to provide a written examination by the established deadline, unless the candidate is not at fault for the deadline being exceeded.
- (2) Reasons for withdrawal or absence must be plausible and must immediately be submitted in writing to the examinations board. If the candidate, or a child for whom the candidate is generally the sole caregiver, is ill, a medical certificate must be provided. In the event of doubt, a medical certificate from a designated physician may be required. If the reasons stated are accepted, a new examination appointment will be scheduled. In this circumstance, examination results that are already available will be taken into account.
- (3) When deciding whether the candidate is at fault for exceeding a deadline for registration or taking an examination, the examinations board must respect the provisions stated in the Maternity Protection Act and the legal regulations concerning parental leave, and allow candidates to make appropriate use of these provisions. The same applies for students with disabilities or chronic diseases, or for students with dependent relatives, in accordance with § 7 paragraph 3 of the Pflegezeitgesetz (Home Care Leave Act).
- (4) If the candidate attempts to influence the examination results through cheating or by using unauthorised aids, the examinations will be graded as "failed" (5.0). If a candidate disrupts the proper course of the examination, he or she may be excluded by the examiner or examination supervisor from taking further part in the examination, in which case the examination will be graded as "failed" (5.0). In extreme cases, the examinations board may exclude the candidate from all further examinations.
- (5) With regard to paragraph 4, sentences 1 and 2, within a period of 7 days, the candidate may request that the decision be validated by the examinations board. The candidate must be informed of negative decisions immediately and in writing; the reasons for the decision must be stipulated and information on the procedure for appeal must be provided.

§ 9 Types of examinations

- (1) Examinations completed during the course of study include
 1. oral examinations
 2. written examinations.

- (2) If candidates provide a medical certificate that plausibly proves that they are not able to take examinations in the form prescribed, whether completely or partially, due to permanent or chronic health problems, the examinations board may allow them to take an equivalent examination. The same applies for other course requirements.

§ 10 Oral examinations completed during the course of study

- (1) In oral examinations, candidates should be able to prove that they are able to identify interrelationships within the examination subject matter and relate specified problems to these interrelationships. Additionally, the purpose of the oral examination is to assess whether the candidate possesses adequate basic knowledge of the field of study. Oral examinations may be held as individual or group examinations.
- (2) For individual examinations, an oral examination lasts between 15 and 60 minutes; for group examinations it lasts between 60 and 90 minutes, with each candidate being examined for between 15 and 60 minutes.

§ 11 Written examinations completed during the course of study

- (1) In written examinations, candidates should be able to prove that they are able to recognise problems related to their subject and develop solutions for them, using subject-specific methods and within limited time and resources.
- (2) A written examination lasts between 60 and 120 minutes. Multiple choice questions are permitted.
- (3) If a written examination component is taken as a term paper, candidates must assure that they are the authors of their work and have used no sources or aids other than those indicated.
- (4) The evaluation period for written examinations should not exceed four weeks.

§ 12 Assessment of examinations

- (1) Grades for the individual examinations are determined by the respective examiners. The following grades must be used for assessment of examinations:
- | | | |
|---------------|---|------------------------------------|
| 1 = very good | = | an outstanding performance; |
| 2 = good | = | performance which is substantially |

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3 = satisfactory	stronger than average requirements; = performance which fulfils average requirements;
4 = sufficient	= performance which, despite deficiencies, still meets the requirements;
5 = failed	= performance which, due to considerable deficiencies, does not meet the requirements.

For more detailed assessment of examination results, grades may be further differentiated by increasing or decreasing the individual grades by 0.3; however, the grade 0.7 and incremental grades above 4.0 may not be used.

- (2) The final module grade is calculated on the basis of the unrounded values of module examination components, corresponding to the number of credit points. If a final examination is to be completed within a module, this final module examination grade constitutes the grade for this module.
- (3) The student will receive a subject grade for each subject area (major; minor or 1st major; 2nd major). The subject grades will be calculated in accordance with § 18, paragraphs 2 and 3, on the basis of the module grades, which will be weighted according to the corresponding number of credit points earned.
- (4) Grading for the final module grade and overall Bachelor's examination grade is as follows:
 - average of up to and including 1.5: very good
 - average of between 1.6 and up to/including 2.5: good
 - average of between 2.6 and up to/including 3.5: satisfactory
 - average of between 3.6 and up to/including 4.0: sufficient
- (5) When calculating final module grades, subject grades and the overall Bachelor's examination grade, only the first digit after the decimal point is taken into account, without rounding, in accordance with paragraph 4.
- (6) The Bachelor's examination is considered to have been passed if all examinations in both subjects, as well as the cross-disciplinary competencies and the Bachelor's thesis have been graded "sufficient" (4.0) or higher. In accordance with paragraph 4, when calculating the overall Bachelor's examination grade, the numerical values of the subject grades and the Bachelor's thesis will be weighted by the number of credit points earned.
- (7) In addition to the German system grades, students who have passed the examinations will also be awarded a letter grade according to the following scale:

A top 10 %

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- B the subsequent 25%
- C the subsequent 30%
- D the subsequent 25%
- E the subsequent 10%

The letter grades are calculated based on the examination results of the total graduating class, as well as the graduating classes from two or more previous years, depending on the number of students in the current graduating class. For degree grades, the ECTS grade must be added. For individual modules, the ECTS grade may be listed when possible and necessary.

Section II: Bachelor's examination

§ 13 Bachelor's examination admission requirements

- (1) Admission to the examinations for the Bachelor's examination in Ancient History will only be authorised for those who:
 1. are enrolled in the Bachelor's degree programme in Ancient History at Heidelberg University,
 2. have not lost their entitlement to take examinations in the Bachelor's degree programme in Ancient History.
- (2) The following certificates must be provided for admission to the Bachelor's thesis:
 1. documentation of a total of 130 credit points that have been earned in the 1st major, 2nd major or minor, and in cross-disciplinary competencies.
 2. proof of the Latin Proficiency Certificate (Latinum) and the language skills required in accordance with § 3 paragraph 8.

§ 14 Bachelor's examination admission procedure

- (1) The application for admission to the examination must be made in writing, addressed to the chairperson of the examinations board. The application must include the following documents:
 1. evidence of fulfilment of the admission requirements in accordance with § 13 paragraph 1,
 2. declarations from candidates, stating whether they have previously failed a Bachelor's examination in the Ancient History Bachelor's programme, or whether they are currently undergoing an examination procedure in such a programme.

- (2) If candidates are unable to provide such evidence, the examinations board may allow other documents of proof to be accepted.
- (3) The application is the basis for the examinations board's decision as to whether the candidate may be admitted to the examination. Denials must be made in writing, stating the reasons for the denial, and providing information about the procedure for appeal.
- (4) The application for admission to the examination may only be denied if:
 1. conditions are not fulfilled in accordance with § 13 paragraph 1, or
 2. documents set forth in paragraph 1 are not complete, and have not been completed upon request, or
 3. candidates have failed their final attempt at the Bachelor's examination in Ancient History, or have lost the entitlement to take the final examinations, or
 4. are currently undergoing an examination procedure in such a programme.

§ 15 Scope, nature and organisation of the Bachelor's examination

- (1) The Bachelor's examination in the Ancient History degree programme consists of:
 1. successful completion of the modules set forth in Appendix 1,
 2. the Bachelor's thesis (in the 1st major)
- (2) The examinations referred to in paragraph 1, no. 1 are taken as an integrated part of their respective lectures or courses. They may be in written or oral form. The lecturer responsible for a lecture or course determines the nature and duration of the integrated examinations and provides this information no later than the beginning of the lecture or course.

§ 16 Bachelor's thesis

- (1) The purpose of the thesis is for candidates to prove that they are able to work independently, within a given period of time and using academic methods, to address a problem from the field of ancient history.
- (2) In accordance with § 6, paragraph 1, sentence 1, the Bachelor's thesis may be assigned and supervised by any authorised examiner.
- (3) The candidate must begin work on the Bachelor's thesis no later than three months after successful completion of the last examination during the course of study, or must have by that time submitted a justifiable application to the

chairperson of the examinations board for the assignment of a topic. If the deadline is not met, the Bachelor's thesis will be graded as "failed" (5.0), unless the candidate is not at fault for the deadline being exceeded.

- (4) The topic of the Bachelor's thesis will be determined by the thesis supervisor, in consultation with the candidate. If an application for assignment of a topic is submitted, the chairperson of the examinations board will ensure that the candidate receives a topic for his or her Bachelor's thesis in timely fashion. The candidate is permitted to propose topics; however, this does not constitute entitlement to a particular topic. The thesis topic will be assigned by the chairperson of the examinations board; the date of assignment must be recorded.
- (5) The deadline for submission of the thesis is nine weeks following assignment of the topic. In exceptional cases, the examinations board may extend this deadline by up to three weeks. If the deadline is not met, the Bachelor's thesis will be graded as "failed" (5.0), unless the candidate is not at fault for the deadline being exceeded. The topic may only be rejected once, and only within the first two weeks after the date of assignment.
- (6) The topic, task and scope of the Bachelor's thesis must be limited in such a way that the candidate will be able to complete the thesis within the given time frame.
- (7) The Bachelor's thesis may be written in German or English. Upon approval of the examinations board, the thesis may also be written in other languages.

§ 17 Submission and assessment of Bachelor's thesis

- (1) Three copies of the Bachelor's thesis must be submitted to the examinations board before the established deadline; the submission date must be recorded. The thesis must contain a summary.
- (2) When submitting a Bachelor's thesis, candidates must certify in writing that they are the authors of their work and have used no sources or aids other than those indicated.
- (3) The Bachelor's thesis is assessed by two examiners, one of whom must be a professor. The first examiner should be the thesis supervisor. The second examiner is designated by the examinations board. The candidate is permitted to make a proposal; however this does not constitute entitlement to be examined by a particular examiner.
The evaluation period should not exceed six weeks.
- (4) The grade is calculated as the mean of both evaluations; § 12 applies

accordingly. If the grades differ by more than one grade point, the examinations board will determine the Bachelor's thesis grade after consulting both examiners. In such cases, a third examiner may be consulted.

§ 18 Passing the examination and overall grade

- (1) The Bachelor's examination in Ancient History is passed when all examination components as set forth in § 15, paragraph 1 have been graded as "sufficient" (4.0) or higher.
- (2) The calculation method for the subject grade, in accordance with § 12, paragraph 3, stipulates that the module grades will be weighted by the number of credit points earned. In contrast, the grade for the compulsory elective module will be weighted by the factor of 0.5. When calculating the overall examination grade, and in accordance with § 12 paragraph 4, the numerical grades for the individual modules will be added together without rounding, and will be weighted by the number of credit points earned.
- (3) When calculating the overall grade, the Bachelor's thesis for a major in Ancient History will be weighted by a factor of 2.
- (4) The overall Bachelor's grade is assessed in accordance with § 12, paragraph 6.

§ 19 Retaking an examination; deadlines

- (1) If examinations are not passed, or are not considered to have been passed, they may be retaken once. The validity of § 3, paragraph 8 remains unaffected. This includes failed examinations at other universities.
- (2) Retaking an examination that has been graded as passed is not permitted.
- (3) Failed examinations must be retaken no later than during the following semester. If candidates fail to meet this deadline, they will lose entitlement to take this examination, unless they are not at fault for the deadline being exceeded.
- (4) If a compulsory module examination is failed on the final attempt, the candidate will be dismissed from the academic programme. Failure of compulsory elective modules and optional modules may be offset by the successful completion of a different module.

§ 20 Bachelor's diploma and certificate

- (1) Once the Bachelor's examination is passed, a diploma will be issued within four weeks. This will list the subjects and all individual modules with their respective grades (graded in accordance with § 12, paragraph 3 and 4, and numerical value) and credit points, as well as the overall grade of the Bachelor's examinations. The diploma will also list the areas of cross-disciplinary competencies and the Bachelor's thesis. The diploma will be dated with the date of the last examination component. It must be signed by the dean of the programme, or the dean of the faculty of the 1st major, or the chairperson of the examinations board of the 1st major.
- (2) A "Diploma Supplement" in German and English will also be provided, containing additional information about the course content and the course of study. This content complies with the "European Diploma Supplement Model".
- (3) A bilingual Bachelor's certificate in German and English will be issued with the diploma, bearing the same date as the diploma. It certifies the conferment of the academic degree "Bachelor of Arts". The certificate will be signed by the dean of the programme or the dean of the faculty of the 1st major and the chairperson of the examinations board of the 1st major and will bear the faculty seal.
- (4) If the Bachelor's examination is failed at the final attempt or is considered not to have been passed, the chairperson will issue a written notification, providing information on the procedure for appeal. A certificate will be issued upon request, and upon presentation of documentation of proof, listing passed examinations and their grades, missing examinations required for obtaining the Bachelor's degree, and a statement that, on the final attempt, the Bachelor's examination has not been passed.

Section III: Final provisions

§ 21 Invalidity of examinations

- (1) If a candidate has cheated on an examination and this is not discovered until after the diploma has been issued, the examinations board may, accordingly, correct the examination results that were affected by the cheating and may declare the examination to be partially or completely failed.
- (2) If the requirements for admission to the examination were not fulfilled, but without any intent on the candidate's part to deceive and this is not discovered until after the diploma has been issued, the passed examination will be considered to compensate for this shortcoming. If the candidate intentionally gained admission to the examination through deceit, the examinations board will make a decision on the matter.
- (3) Before a decision is made, the candidate will be given the opportunity to provide

an explanation.

- (4) Fraudulent examination diplomas will be confiscated and, if necessary, a new diploma will be issued. If the examination has been graded as "failed" due to cheating or deception, the Bachelor's certificate will be confiscated along with the fraudulent examination diploma. The statute of limitations for rendering a decision such as described in paragraph 1 and paragraph 2, sentence 2, is five years from the date on the examination diploma.

§ 22 Access to examination documents

After the examination procedure has been completed, the candidate has the right to request access to examination documents within a reasonable period of time. Requests must be made in writing and within a period of up to one year after the examination process. The chairperson of the examinations board will decide when and where such access will be given.

§ 23 Coming into force

These examination rules and regulations will come into force on 01 October 2007.

Appendix 1: List of modules

1.) List of modules for the 1st / 2nd major / 50 %

<u>Basic module: Greek History (compulsory module)</u>			
Type of course	Weekly semester hours (WSH)	Recom. Sem.	CP
Proseminar with Tutorial	4	1-2 Semester	8
Overview lecture	2	1-2 Semester	2
Source exercise	2	1-2 Semester	4

<u>Basic module: Roman History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Proseminar	2	2-3 Semester	6

Introduction to the Auxiliary Sciences / Methodology / Reception History	2	2-3 Semester	2
Overview lecture	2	2-3 Semester	2
Source exercise	2	2-3 Semester	4

<u>Module: Subject-Specific Language Skills (compulsory elective module)</u>			
Type of course	WSH	Recom. Sem.	CP
Introduction to Roman/ Greek Culture and Language 1	6	1-3 Semester	5
Introduction to Roman/ Greek Culture and Language 2	4	1-3 Semester	5

<u>Module Subject-Specific Subject Skills (compulsory elective module)</u>			
Type of course	WSH	Recom. Sem.	CP
Lecture: Ancient History	2	1-3 Semester	6
Lecture: Ancient History	2	1-3 Semester	6
Proseminar: Ancient History	2	1-3 Semester	6

<u>Specialised module: Greek History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Major Seminar	2	4-5 Semester	8
Special lecture	2	4-5 Semester	4

<u>Specialised module: Roman History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Major Seminar	2	4-5 Semester	8
Special lecture	2	4-5 Semester	4

<u>Module: Source Analysis (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP

Intermediate seminar: Auxiliary Sciences	2	4-6 Semester	6
Intermediate seminar: Literary Sources	2	4-6 Semester	6

<u>Final module: Ancient History (compulsory module. 1st major only)</u>			
Type of course	WSH	Recom. Sem.	CP
BT-Bachelor's thesis (BA)		6 Semester	12

2.) List of modules for a minor (25 %) subject

<u>Basic module: Greek/Roman History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Proseminar with Tutorial	4	1-3 Semester	8
Overview lecture	2	1-3 Semester	2
Source exercise	2	1-3 Semester	4

<u>Specialised module: Greek/Roman History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Major Seminar	2	4-5 Semester	8
Special lecture	2	4-5 Semester	4

<u>Advanced module: Ancient History (compulsory module)</u>			
Type of course	WSH	Recom. Sem.	CP
Overview lecture	2	4-5 Semester	2
Special lecture	2	4-5 Semester	4
Lecture: Neighbouring Disciplines of Ancient History	2	4-5 Semester	3

Appendix 2: Guidelines for the “cross-disciplinary competencies” component of the Ancient History Bachelor's degree programme in the Philosophy Faculty (50 % & 25 %)

Preamble

In accordance with the Senate decision of 19 July 2005, all future Bachelor's degree programmes must include 20 credit points in cross-disciplinary competencies (ÜK), which will not be counted in the calculation of subject-related credit points, but will instead be listed separately.

The Philosophy Faculty provides a structured course offering for the cross-disciplinary competencies component, within various disciplines and degree programmes, including the four areas of professional qualification: interdisciplinary competence, intercultural competence, organisational competence, and pedagogical and social competence.

The subjects and credit points that may be chosen from the various degree programmes may be found in the Appendices of the Rules and Regulations for the corresponding subject area, or in the degree programme descriptions of the various faculties. All modules which may be selected and recognised within the cross-disciplinary competencies component are indicated in the course catalogue or module handbooks. The goals of the qualifications and competencies to be acquired will be described in these documents. In addition to modules in the primary discipline for students in one or more specific degree programmes, a cross-disciplinary pool of courses or modules from all departmental degree programmes or subjects may be taken by students in all participating degree programmes. It is intended that this cross-disciplinary pool will include courses outside of the Philosophy Faculty.

The Philosophy Faculty defines the cross-disciplinary component as an elective component, wherein students may freely combine courses relevant to their individual subject areas, and weight them in accordance with their interests. Some degree programmes may limit the courses offered or define the specific weighting factors in their rules and regulations.

The examinations board of the Philosophy Faculty confers decision-making responsibility for degree subject-related matters to authorised full-time employees at Heidelberg University Institutes; the Faculty and the examinations board must be given notification of their names. The examinations board reserves the right to revoke this decision in individual cases.

The following guidelines have been established for awarding credit points within the cross-disciplinary competencies component, in accordance with Philosophy Faculty regulations, for the **Bachelor's degree programme in Ancient History** in the four areas of professional qualification: (I) interdisciplinary competence, (II) intercultural

competence, (III) organisational competence, and (IV) pedagogical and social competence.

1.1. General provisions for awarding CP in cross-disciplinary competency courses in the Bachelor's degree programme Ancient History

A total of 10 CP must be earned.

At least 5 CP of these must be earned by learning or improving the student's language skills in one modern foreign language that is required for professional qualification. Information about opportunities for earning credit points in cross-disciplinary competency courses in the Philosophy Faculty may be found in section III, "Intercultural Competence".

The remaining 5 CP may be earned in courses offered by the Institute for Ancient History (IAW -please refer to 1.3) or those offered by the Philosophy Faculty for the Ancient History Bachelor's degree programme (see 1.2).

The type of course, weekly semester hours and credit points to be earned will be determined by the individual institution. Recognition of certificates earned at non-university institutions will be determined in accordance with Heidelberg University criteria.

1.2. Students in the Ancient History Bachelor's degree programme may choose from the following cross-disciplinary competency courses offered by the Philosophy Faculty:

I. Professional qualification:

Rhetoric: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; examination, 1-3 CP, depending on specific requirements.

University introduction to electronic media (e.g. databases, special data processing programmes, PowerPoint presentations, e-learning): **3-5 CP**: Contact time, preparation and follow-up, 2 CP; examination, 1-3 CP, depending on specific requirements.

II. . Interdisciplinary Competence:

Acquiring basic cross-disciplinary knowledge in the cultural sciences, e.g., in the areas of Medieval and Modern History, Art History, Religion, Media and Communication, Philosophy, Literary Studies, Ethnology, Sociology, Psychology, Law, Economics, Natural Sciences: **3-5 CP**: Contact time, preparation and follow-up, 2 CP; examination, 1-3 CP, depending on specific requirements.

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Cross-disciplinary courses oriented to the degree programme profile: 3-5 CP: Contact time, preparation and follow-up, 2 CP: examination, 1-3 CP, depending on specific requirements.

III. Intercultural Competence:

Additional languages required for professional qualification, 3-5 CP: Contact time, preparation and follow-up, 2CP; examination, 1-3 CP, depending on specific requirements; 10 CP of the total of 20 CP to be earned in the cross-disciplinary component may be earned in language courses.

This does not apply for those languages which are required for minor degree subjects or where proficiency has already been established according to § 3 (9) of the rules and regulations for the Bachelor's degree programme in Ancient History at Heidelberg University. Only language courses that provide advanced, application-oriented knowledge of the language may be taken; generally, these will be those higher than advanced level II (final basic level course) or higher than level B1 (Common European Framework of Reference). For further information, please refer to the courses offered by the Central Language Lab (Zentrales Sprachlabor).

1.3. Courses offered by the Institute for Ancient History (IAW) (a total of 5 CP may be earned in courses at the IAW).

Tutorial: Drawing and Determination of Ancient Cultural Objects: 2-5 CP: Contact time, preparation and follow-up, 2 CP: examination, 1-3 CP, depending on specific requirements.

Tutorial: IT-Applications for Humanities Scholars 2-5 CP: Contact time, preparation and follow-up, 2 CP: examination, 1-3 CP, depending on specific requirements.

Tutorial: Archaeology and the Media: 2-5 CP: Contact time, preparation and follow-up, 2 CP: examination, 1-3 CP, depending on specific requirements.

Internship: Museum Internship 2-5 CP: Contact time, preparation and follow-up, 2 CP: examination, 1-3 CP, depending on specific requirements.

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