

Ordinance of the Faculty of Medicine of Johann Wolfgang Goethe University for the Master's Study Programme 'Master of Oral Implantology', last revised 30 June 2008

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List of abbreviations:

HHG	Hessisches Hochschulgesetz [<i>Hessian Ordinance on Universities and Institutes of Higher Education</i>], last revised 5 November 2007 (Law and Ordinance Gazette [GVBl.] 2007, pg. 710)
HImmaVO	Hessische Immatrikulationsverordnung [<i>Hessian Student Enrolment Ordinance</i>] dated 19 December 2003 (Law and Ordinance Gazette [GVBl.] 2004 I pg. 12), last revised 16 October 2006 (Law and Ordinance Gazette [GVBl.] 2006, pg. 512)
OSCE	Objective structured clinical examination
DSH	Deutsche Sprachprüfung für den Hochschulzugang
TOEFL®	Test of English as a Foreign Language™
SS	Summer semester
SW	Winter semester

Chapter 1: Aim of the study programme and general information

Section 1

Aim of the Master's study programme

(1) The aim of the Master's study programme is to impart advanced academic theoretical knowledge and practical skills in the field of oral implantology to students who already possess a basic qualification as a dentist, who would not have had a chance to gain this specialised theoretical knowledge and these practical skills during the course of initial studies in the field of dentistry.

(2) The field of oral implantology is based partly on extremely complex interdisciplinary treatment methodologies and thus requires a strong correlation and coordination of various areas of specialisation in the field of dentistry. For this reason the Master's course aims to prioritise a highly rational and analytical method of thinking. A further aim is to instil in the student the ability to independently combine interdisciplinary treatment methods that best serve the treatment of the individual patient diagnosis and the intended results of treatment. In order to do this the students will require deep and detailed knowledge of the fields of radiology, jaw orthopaedics, mouth, jaw and facial surgery, paradontology, dental prosthetics and dental technologies.

(3) A further main aim of the Master's study programme is to instil in the students the practical skills required to independently and safely carry out dental implantology in all required cases.

(4) Part of the Master's study programme may be completed abroad.

(5) During the course of the Master's dissertation to be completed by each student as part of the study programme, the student should gain the ability to interpret and apply scientific methods and knowledge.

Section 2

Aim of the examinations

(1) Master's students passing the Master's examination will complete the Master's degree course with an additional vocational academic qualification. This academic qualification is application-orientated.

(2) The Master's examination is cumulative, i.e. the Master's degree will be awarded on the basis of the sum of the grades awarded for the individual module examinations and the Master's dissertation. There are no final examinations.

(3) The cumulative Master's examination procedure is designed to establish whether the student has gained comprehensive knowledge in all the examined areas and has a deep insight into the connection between the various aspects of the field of implant prosthetics, as well as whether the student has attained the abilities required to independently apply scientific methods and knowledge and is in a position to use these scientific methods and knowledge in professional practice.

Section 3

Academic qualification

(1) Upon successful completion of the Master's study programme with a pass grade, the Faculty of Medicine will award the student the academic qualification 'Master of Science' (MSc).

(2) The Master's programme is application-orientated. The Master's programme is designed to build upon basic dental knowledge and skills.

Section 4 Course fees

The fees for participation in the Master's programme will be determined by the executive committee [*Präsidium*] of the Johann Wolfgang Goethe University pursuant to section 21 subsection 3 HHG and will be documented in a corresponding Fees Ordinance.

Section 5 Regular study period

The regular study period for a Master's programme, including the Master's dissertation, is four semesters.

Chapter 2: Commencement of studies, languages used and admission criteria for the study course

Section 6 Commencement of studies

Studies may be commenced in either the summer or winter semester.

Section 7 Languages used for the Master's study programme

(1) In the case of Master's programs that commence in the summer semester, the language used will be English. All teaching units and examinations will be conducted in English; section 30 subsection 12 shall not be affected. If a particular module is only attended by German-speaking students, the study programme/module supervisors may determine that this module may be conducted in the German language. The term 'German-speaking students' in this sense shall mean students who have a licence/qualification to practice as a dentist approved by either the German, Austrian or Swiss dental associations or who have been granted an admission entitlement to a German university or institute of higher education. Furthermore, the term 'German-speaking students' also includes students who can evidence that they have passed a 'Deutsche Sprachprüfung für den Hochschulzugang' (DSH) examination or who have at least one year's experience in the field of dentistry in Germany.

(2) In the case of Master's programs that commence in the winter semester, the language used will be German. All teaching units and examinations will be conducted in German, with the exception of teaching units and examinations that can only be conducted in English due to the fact that these are being taught by a guest lecturer/teacher from abroad. Section 30 subsection 12 shall not be affected. If a particular module is not attended by any German-speaking students (see section 7, sub-section 1, 3rd sentence), the study programme/module supervisors may determine that this module may be conducted in the English language.

Section 8 Requirements for admission to the study programme

(1) Only the following students may be admitted to the Master's programme:

- a) students who have already attained a domestic licence to practice as a dentist or an academic qualification entitling them to practice as a dentist abroad
- b) students who can evidence at least two years' professional experience

- c) students who can evidence competent ability in the English language, both verbal and written. Evidence may be furnished in the form of a certificate evidencing a standard suitable for entrance to an institute of higher education, a certificate from the Internet-based TOEFL examination with a pass grade of at least 80 points, a certificate from the attendance-based TOEFL examination with a pass grade of at least 550 points, a certificate from the computer-based TOEFL examination with a pass grade of at least 213 points or the Cambridge Certificate of Advanced English with a pass grade of A. Evidence of competence in English will not be necessary if an applicant can prove that they come from a country with English as either the official language or native language, or if they can prove that they have already successfully completed a course of study with English as the course language.
- d) students who can evidence competent ability in the German language, both verbal and written, in cases where an applicant is applying for entry to a course commencing in the winter semester and taught in the German language. Evidence may be furnished in one of the forms specified in subsection 1c of the most recent and valid version of the 'Ordnung der Johann Wolfgang Goethe-Universität Frankfurt am Main über die Deutsche Sprachprüfung für den Hochschulzugang (DSH) für Studienbewerberinnen und Studienbewerber mit ausländischer Hochschulzugangsberechtigung', insofar as the applicant has not been exempted from examinations on German language competence pursuant to the DSH Ordinance. An examination successfully passed with a grade of at least DSH 2 will be sufficient for admission to a Master's programme taught in the German language. Evidence of competence in German will not be necessary if an applicant can prove that they have already attained a qualification to practice as a dentist approved by either the German, Austrian or Swiss dental associations or that they have at least one year's professional experience working in the field of dentistry within Germany or that they have already successfully completed a course of study with German as the course language.
- e) students who have successfully passed the entrance examination. The content of the entrance examination comprises basic knowledge of oral implantology, which the applicant to the Master's study programme will be able to extract from a manuscript made available to him/her in advance. The manuscript will be made available in electronic format for free download by the applicant on the homepage of the Master's study programme 4 weeks before the commencement of the study programme. The entrance examination will be conducted via an internet-based learning platform. In order to access the internet pages for the Master's study programme, the applicant will be allocated a user name and password, which will be sent to the applicant by e-mail. The applicant will then be able to log-on in order to take the entrance examination. Further details can be found on the homepage of the Faculty of Medicine (<http://www.med.uni-frankfurt.de/faust/WebCT/index.html>)

Chapter 3: Structure and organisation of the study programme

Section 9

Structure of the study programme and examinations; modules; scope of the study programme; credit points (CP)

- (1) The Master's study programme is of a modular construction. The course is divided into seven obligatory modules and a Master's dissertation.
- (2) A module is a predefined teaching unit with a specific content and runs over a specific time period. As a rule modules are an amalgamation of related teaching content, including practical experience, project work and independent study periods.

(3) As a rule modules are concluded with examinations, the results of which count towards the final Master's examination/qualification. The type of examination for each module is specified in the individual module content descriptions (see annex) and can be in the form of either one final examination at the end of the module (final module examination) or a culmination of several shorter module examinations (cumulative module examination).

(4) Each module is allocated a predefined number of credit points (CP), in line with the European Credit Transfer System (ECTS) and taking into consideration the resolutions and recommendations of the conference of culture ministers and rectors of higher education institutes. Credit points (CP) are a quantitative measure of the workload required by the averagely gifted student for the successful completion of the corresponding module. The term 'workload' in this sense means the work required for studies during the attendance of teaching units at the University and during independent preparation work and subsequent processing of material, as well as for preparation and work during independent study on tasks and examinations.

(5) In a 4 semester vocational Master's study programme, the number of credit points required in order to attain for a Master's degree qualification is 90 CP.

(6) The Examination Board will set up a credit points account for each student enrolled on the Master's study programme. Within the confines of organisational possibilities, each student will be permitted to view the status of his account at any time.

Section 10

Teaching and learning methods; access to modules; teaching units with limited number of participants

(1) Teaching units can take the following formats:

- a) Lectures: Structured presentation and teaching of basic and advanced knowledge, theory and method in lectures, if necessary using demonstrations. The lecturers present and impart the teaching content with the involvement of the students.
- b) Seminars/proseminars: Discussion and analysis of scientific knowledge and theory and examination of theoretical problems using scientific methods and with pre-prepared contributions from the students; teaching and practising of presentation and discussion techniques.
- c) Practicals: Supervised practical experience on patient simulators and/or preparations and/or computer simulations; teaching in the practical application of scientific methods for diagnosis and treatment; teaching of techniques and practical skills and practical experience of treatment methods.
- d) Placements: Intensive supervision of students, who learn passively from teachers during the observation of live patient treatments.
- e) Supervision: Actual patient treatments carried out independently by students and supervised by qualified professionals at accredited teaching affiliates or by a teacher at the university clinic, with supervision of and teaching on techniques and methods by the affiliated professional/teacher.
- f) Work experience: Experience of work in a professional environment, including patient treatment carried out independently by the student; the student works within a dental practice or clinic outside the University (affiliated practice) under the supervision of the affiliated teaching professional at the practice/clinic, with supervision of and teaching on techniques and methods by the affiliated teaching professional (not necessarily present on-site).

(2) The teaching formats specified in subsection 1 above are supplemented by new-media teaching methods (e-learning). The students will be able to access structured interactive teaching materials via a website set up specifically for the Master's study programme. This material will enable the students to carry out monitored and supervised independent study for the purpose of preparatory work and the subsequent processing of material taught during attendance at the University, as well as independent work required during the 'placement' and 'supervision' modules of the course. In addition all case documentation can be uploaded in encrypted format to the website so that this can be monitored and assessed by the student's tutor to ensure the quality assurance of modules involving practical skills. Several teaching methods may be combined within a single module.

(3) Access to the teaching units of a particular module may be dependent on the successful completion of other modules or on visits of the specialist student advisors. For further details, please refer to the individual module content descriptions (see annex). The module supervisor/student supervisor is responsible for checking access entitlements to module teaching units.

Section 11

Performance certificates and records of attendance (student records)

(1) A student record (performance certificates and record of attendance) is to be kept for all students during the obligatory modules 'Basic theory I', 'Basic theory II', 'Surgical techniques', 'Implant prosthetics', 'Placement', 'Supervision' and 'Patient treatment' pursuant to the individual module content descriptions (see annex). Admission to module examinations is dependent on the student records and these will be published shortly before the examination.

(2) Records of attendance document the regular and active participation of each student in teaching units. Participation is deemed to be 'regular' in this sense if a student was present at least 80% of all individual teaching units within a module. The term 'active participation' in this sense is dictated by whether or not a student makes active contributions to the teaching unit, e.g. reports, verbal contributions and group work.

(3) Performance certificates document the successful participation of a student in teaching units. The regular participation in teaching units (subsection 2) is necessary in order to obtain a performance certificate. 'Successful participation' in this sense is achieved if a student is deemed by the teacher/lecturer to have achieved a positive individual performance (subsection 4).

(4) The issue criteria for performance certificates may not be changed during the course of a semester to the disadvantage of the students. The teacher will specify at the start of the teaching unit the number of tasks a student will be expected to perform, as well as the type of task to be performed and their regularity/deadlines.

(5) In the event of the failure of a student to meet the attendance criteria, he/she will be given an opportunity to repeat the individual failed module at the latest during the next study programme.

(6) The teacher will specify at the start of the teaching unit the number of tasks a student will be expected to perform, as well as the type of task to be performed and their regularity/deadlines.

Section 12

Performance certificates in the obligatory module 'Supervision'

(1) The obligatory module 'Supervision' will require 3 performance certificates, each to be awarded for one independent treatment administered by a student to one patient in either the practice or clinic to which the student is assigned, in an accredited practice or in the

University clinic under the supervision of a teacher or an accredited tutor, with supervision of and teaching on techniques and methods by the accredited teacher or tutor.

(2) The individual performance certificates will be assessed by a teacher or an accredited tutor.

(3) The prerequisites for carrying out independent surgical or prosthetic treatment on a patient under the supervision of a teacher or accredited tutor, with supervision of and teaching on methods and techniques by the teacher or accredited tutor, are:

a) the submission of complete documentation containing:

- general anamnesis; diagnosis; indication
- elucidation: risks, alternatives, cost
- declaration of consent
- clinical documentation with photos/x-rays
- plan models (set-up; wax-up)
- case-specific x-ray diagnosis

b) the submission of a planned or already completed surgical therapy concept

c) the submission of plans for a complete prosthetic treatment

d) the submission of a surgical template/moulding

e) the fulfilment of the required hygiene standards in the practice or clinic of the student

f) the presence of the required surgical and prosthetic instruments, if surgical procedure on the patient is required

g) the guarantee of the presence and assistance of a qualified dental nurse/assistant (e.g. OP nurse) during the course of surgery, if surgical procedure on the patient is required

(4) The teacher or accredited tutor will decide *in situ* whether all the prerequisites set out in subsection 3 above have been fulfilled immediately before the planned surgical or prosthetic treatment of the patient.

(5) In the event that the student treats the patient in a grossly negligent manner, the therapeutic treatment of the patient by the student will be immediately interrupted and the planned treatment will be continued by the teacher or accredited tutor. The student will be excluded from the Master's study programme.

Section 13

Performance certificates in the obligatory module 'Patient treatment'

(1) The obligatory module 'Patient treatment' will require 20 performance certificates; a single certificate will be awarded for each complete set of treatment documentation concerning an independently completed surgical procedure and an independently completed prosthetic treatment on a single patient.

(2) The following indications must each have been given for at least two patients:

- Treatment of single tooth (class I), aesthetic treatment in front area
- Bridge treatment (class IIa, b)
- Bridge or telescopic treatment (class IIc)
- Bridge or telescopic treatment (class III) in upper jaw
- Bridge or telescopic treatment (class III) in lower jaw
- Bridge or single tooth treatment in combination with an external sinus lift

(3) The accredited tutor or module supervisor or student supervisor is responsible for the assessment of individual performance certificates.

(4) In order to assess the completed treatment documentation for independently completed surgical procedures and independently completed prosthetic treatments on a patient, all documentation (text and pictures/x-rays) can be uploaded in electronic format to the homepage of the Master's study plan. Corresponding security measures built into the homepage structure guarantee the required data protection of the patient and allow the inspection of this documentation exclusively by the tutor, the module supervisor or student supervisor.

(5) 10 of the 20 performance certificates must each contain the following detailed treatment documentation:

- | | |
|--------------------------|--|
| a) Planning: | <ul style="list-style-type: none">- general anamnesis; diagnosis; indication- elucidation: risks, alternatives, cost- declaration of consent- clinical documentation with photos/x-rays- plan models (set-up; templates/mouldings)- case-specific x-ray diagnosis |
| b) Surgical procedure: | <ul style="list-style-type: none">- clinical documentation with photos/x-rays- post-operative x-ray checks- OP records |
| c) Prosthetic treatment: | <ul style="list-style-type: none">- clinical documentation with photos/x-rays- x-ray checks |

(6) The student can freely select 10 of the 20 treated cases for subsequent additional checks and controls of the patient after a three month period. These 10 of the 20 performance certificates must each contain in detail the following treatment documentations:

- | | |
|------------------------|--|
| a) Planning: | <ul style="list-style-type: none">- general anamnesis; diagnosis; indication- elucidation: risks, alternatives, cost- declaration of consent- clinical documentation with photos/x-rays- plan models (set-up; templates/mouldings)- case-specific x-ray diagnosis |
| b) Surgical procedure: | <ul style="list-style-type: none">- clinical documentation with photos/x-rays- post-operative x-ray checks- OP records |

to grant the required attestations, supporting measures will be agreed with the student in order to give the student the chance to attain the 20 performance certificates required in order to pass the module.

(9) If the student can convincingly evidence to the module supervisor or student supervisor that there is a lack of patients, the time period permitted for that particular module will be extended by up to a maximum of three months in order to give the student the chance to attain the 20 performance certificates required in order to pass the module.

Section 14

Student guidance; orientation events; university calendar

The students will have the opportunity to seek student guidance from the Faculty of Medicine during the entire course of the study programme.

Section 15

Academic supervision and coordination of modules

(1) The Dean of Studies (Studiendekan(-in)) will be responsible for the academic supervision of the Master's study programme within the Faculty. At his suggestion, this function may be transferred for one or several study courses for a period of up to three years from the Faculty Council (Fachbereichsrat) to a professor within the Faculty with responsibility for examinations. The academic supervisor has in particular the following tasks:

- coordination of teaching and examinations within the Faculty together with the module supervisors;
- drawing up and updating lists of examiners;
- evaluation of the progress of the study programme;
- appointing of module coordinators;

(2) The academic supervisor of the study programme will appoint a module coordinator for each module. The module coordinator will be appointed from amongst the teaching staff of the module. The module coordinator must be either a professor or a permanent member of the scientific faculty staff. The module coordinator is responsible for harmonising the content of the module and all organisational tasks allocated to him/her pursuant to the corresponding Study Programme Ordinance. The module coordinator will be supervised by the academic supervisor of the study programme. The Study Programme Ordinance may specify different regulations for the responsibility for the appointment of the module coordinator than those specified in sentence 1 above.

Chapter 4: Organisation of examinations

Section 16

Examination Committee; Examination Board

(1) The Faculty Council of the Faculty of Medicine will appoint an Examination Committee for the Master's study programme.

(2) The Examination Committee shall comprise of five members, of whom three must be professors, one must be a member of the scientific faculty staff and one must be a student. Due to the fact that the Master's study programme 'Master of Oral Implantology' is a postgraduate vocational course that will not be attended by a huge number of students and due to the fact that there are no other active examination committees for state examinations within the Faculty of Medicine of the J.W.Goethe University Frankfurt, the usual number of 7 members for an examination committee, as specified in section 16 subsection 2, 1st sentence, of the Allgemeinen Bestimmungen für Bachelor- und Masterstudiengänge

[General Regulations for Bachelor's and Master's Study Programs] of Johann Wolfgang Goethe University Frankfurt am Main, will be reduced.

(3) The members of the Examination Committee, plus one deputy, will be appointed on the recommendation of the Faculty Council or Faculty Councils of the Faculty of Medicine. The Chairman and the members will be appointed by the Faculty of Medicine of University Frankfurt am Main on the recommendation of the Zentrum für Zahn-, Mund- und Kieferheilkunde *[Centre for Teeth, Mouth and Jaw Medicine]* (ZZMK). The term of office of the student member will be one year; the term of office for the other members will be two years. Reappointment will be permissible.

(4) In the event of matters that directly effect a member of the Examination Committee, this member will temporarily step down from the Examination Committee to be replaced by the deputy. This shall not apply in cases of pure organisational matters.

(5) There will be at least one meeting of the Examination Committee per semester. A meeting will be convened if at least two members of the Examination Committee request this.

(6) The Examination Committee meetings will be closed to the public. The Examination Committee will have quorum if at least half of its members are present and if one of the members present is the Chairman or Deputy Chairman and if the voting majority of the professor members is guaranteed. Resolutions will be passed on the basis of majority of votes cast by members present. In the event of parity of votes, the vote of the Chairman shall be the casting vote. All resolutions of the Examination Committee are to be documented. All other procedures shall be regulated as specified in the rules of procedure for the Gremium *[Council]* of Johann Wolfgang Goethe University.

(7) The Examination Committee can delegate individual tasks/matters to the Chairman for his individual attention and resolution. However, the members of the Examination Committee and the affected examined student shall have the right to object to his decision. The Chairman of the Examination Committee shall be entitled to delegate individual tasks/matters to the Examination Board.

(8) The members of the Examination Committee and their deputies shall be obliged to maintain complete secrecy about official matters. Insofar as not in public service, they are to be sworn to secrecy by the Chairman; they will confirm this obligation by their signatures, which will be archived in the files.

(9) The members of the Examination Committee shall be entitled to participate in oral examinations as audience members.

(10) Taking into consideration the requirements and restrictions of the applicable data protection legislation, the Examination Committee shall be entitled to disclose/publish ordinances and determine dates and deadlines and make all other resolutions with legally binding effect by way of notification to the Examination Board or other suitable measures.

(11) In the event of any resolutions of the Examination Committee or the Chairman that impose obligations or disadvantages on any student, the student in question is to be informed of such resolutions immediately in writing, stating the grounds and his/her rights to object to any such resolutions. The student is to be granted opportunity to submit his/her comments on the matter before any such resolution is passed.

(12) All matters concerning examinations are the responsibility of the Examination Board. This will be set up by the Faculty at the Zentrum für Zahn-, Mund- und Kieferheilkunde *[Centre for Teeth, Mouth and Jaw Medicine]* pursuant to section 23 subsection 6 HHG. The Examination Board is obliged to report to the Faculty.

Section 17

Tasks of the Examination Committee

(1) The Examination Committee and Examination Board are responsible for the organisation of examinations. They will be obliged to observe the applicable Study Programme Ordinance. The Examination Committee shall be responsible for deciding on all exam matters that are not delegated to another executive body or council of the University or delegated to the sole responsibility of the Chairman pursuant to the applicable University ordinance or articles of association.

(2) As a rule the Examination Committee is responsible for the following tasks:

- deciding on the fulfilment of prerequisites for admission to the Master's study programme
- deciding on examination periods and dates for module examinations
- if necessary deciding on notification periods for module examinations
- if necessary deciding on withdrawal periods
- appointment of examiners
- crediting of creditable work performed by students outside the realms of the applicable Study Programme Ordinance
- suggestion of ideas for the restructuring or alteration of the study programme and examinations to the Faculty Council.

(3) On the basis of data received from the Examination Board, the Examination Committee shall report annually to the Faculty Council on the development of examinations and study periods, the demand for particular modules, the status and distribution of Master's dissertations and the status and distribution of grades for both individual modules and Master's dissertations. During its report the Examination Committee will make suggestions for the alteration of the Study Programme Ordinance.

Section 18 Examiners; assessors

(1) It is permitted for the following persons to be commissioned or appointed to supervise University examinations: professors, teachers actively teaching or accredited to teach the subject of the examination and scientific faculty staff accredited for the teaching of the subject of the examination (section 23 subsection 3 HHG). Honorary professors, private lecturers, external professors and professors on sabbatical or retired professors with experience teaching in the subject of the examination may be appointed examiners pursuant to the Study Programme Ordinance if they grant their consent to this.

(2) As a rule module examinations will be supervised by the teacher responsible for that module without the appointment of the separate examiner by the Examination Committee being necessary. If the teacher of a particular module is not able to supervise the module examinations for urgent or compelling reasons, the Examination Committee shall appoint another examiner to supervise these examinations.

(3) Written examinations that can not be re-sat are to be examined by two examiners. Oral examinations are to be supervised by more than one examiner or by one examiner in the presence of an assessor. Master's dissertations will be assessed by one examiner. The assessment of a Master's dissertation by a second examiner will only be possible at the express request of the student or upon the resolution of the Chairman of the Examination Committee.

(4) Only members or staff of the Johann Wolfgang Goethe University who have completed a comparable Master's degree or a comparable examination may be appointed assessors of Master's study programs. The Chairman of the Examination Committee shall be responsible for the appointment of assessors. The Chairman shall be entitled to delegate responsibility for the appointment of assessors to another person or party.

(5) Examiners and assessors shall be sworn to secrecy with regard to all official University matters.

Chapter 5: Examination requirements and procedures

Section 19 Admission to the Master's examination

(1) Each student must submit to the Examination Board a fully completed registration form for the Master's examination at the latest by the time of registration for the first module examination at the Johann Wolfgang Goethe University. The following are also to be submitted as enclosures to the registration form:

- a) a declaration as to whether the student has already failed to pass final examinations or interim examinations in the same or a similar study programme or subject at a university or institute of higher education or whether the student is currently in a pending examination procedure,
- b) if necessary, evidence of already completed study programs or examinations to be credited to the Master's study programme.

(2) The Chairman of the Examination Committee will decide upon admissibility to the Master's examination. Admission to the Master's examination will be refused if:

- a) a student fails to provide the documents and evidence specified in subsection 1 above,
- b) the student has already failed to pass the final examinations in the same or a similar programme of study or subject at a university or institute of higher education or if the student is currently enrolled at a university or institute of higher education and if module examinations there have not yet been completed.

(3) The Chairman of the Examination Committee shall inform the student of his non-admissibility to the Master's examination in writing, stating the grounds for non-admissibility and his/her rights to object to this decision.

Section 20 Examination schedule and notification procedure

(1) The oral examinations that conclude a module and essays written under examination conditions must be conducted during the examination periods specified by the Examination Committee.

(2) The exact examination dates for oral examinations that conclude a module (final module examinations) or examinations that are scheduled to take place during the course of a particular module (cumulative module examinations) will be determined by the examiner. The examiner shall inform the students of the date, time and location of examinations, as well as the name of the person scheduled to supervise the examination, as early as possible, however at the latest four weeks before the examination date. Notification will be by way of poster, notice or other suitable method.

(3) Each student must register for each module examination within the registration period. Registration should be done electronically on the homepage of the Master's study programme 'Master of Oral Implantology'. The Examination Committee will determine the registration periods for module examinations and this will be published on the homepage of the Master's study programme at the latest four weeks before the start of the registration

period. In exceptional cases with justifiable grounds, a period of grace may be granted for registration. The student must submit an application for the granting of a period of grace for registration to the module coordinator, who will decide upon this.

(4) A student will only be entitled to register for and sit a module examination if he/she has been enrolled on the Master's study programme, if he/she has not yet passed the module examination and if he/she has attained all required performance certificates and attendance records for the module pursuant to the module content description. Students on sabbatical may not sit examinations.

Section 21

Failure to attend and withdrawal from examinations

(1) Final or cumulative module examinations shall be deemed as having been graded 'dissatisfactory' (5.0) if the student fails to attend the examination at the specified time without a justifiable reason or if he/she withdraws from the examination without a justifiable reason. The same shall apply if a written examination is not completed within the prescribed time period.

(2) The Chairman must be informed immediately of any reason for the failure to attend or withdrawal from an examination. In the event of illness, the student must submit a doctor's note confirming this. In cases of doubt a detailed doctor's certificate or an official certificate from the medical officer must be submitted. If the student becomes ill or unable to complete an examination during the course of the examination, the examiner or exam supervisor should be informed immediately. This shall not affect the obligation to notify the Examination Committee.

With regard to the observance of deadlines for registration for exams, the re-sitting of exams, the submission of reasons for the failure to attend or withdrawal from exams and the observance of deadlines for the submission of written work, the regulations that apply for the illness of a student shall also apply in cases of the illness of a child cared for largely alone by a student and/or the illness of a close relative of a student (parent, grandparent, spouse or life partner) who must be cared for solely by the student.

(3) In the event that the reasons for the failure to attend or withdrawal from an examination are accepted by the Examination Committee, the examination results for the parts of the module that the student has already completed will be credited to the student.

Section 22

Compensation for disadvantages (disability and chronic illness)

(1) The type and severity of a disability or chronic illness is to be taken into consideration during the course of examinations. The type and severity of a disability or physical disadvantage is to be evidenced by a doctor's certificate. In cases of doubt an official certificate from the medical officer may be requested. If a student can evidence, with the support of a doctor's note or certificate, that he/she is not able to sit all or part of an examination in its current form due to his/her physical disability or chronic illness, this disadvantage is to be compensated for by corresponding measures, such as for example an extension of the permitted examination period or the restructuring of the examination procedure. The same shall apply for course work and study. Such compensation for disadvantages is to be applied for in writing. This application is to be submitted at the latest at the time of registration for examinations.

(2) Decisions on the matters set out in subsection 1 above are to be made by the examiner; in cases of doubt these decisions are to be made by the Examination Committee in agreement with the examiner.

Section 23

Cheating and breach of regulations

(1) In the event that a student attempts to influence the results of his/her examination or studies through cheating or the use of impermissible aids or materials, the examination or written coursework will automatically be graded 'dissatisfactory' (5.0). In particular a student shall be deemed as having attempted to cheat if he/she takes into examinations impermissible aids or materials or submits a false declaration pursuant to section 25 subsection 7. In serious cases, in particular in cases of repeated offences, the Examination Committee can exclude the student from taking all other examinations, meaning that the student no longer has any right to sit examinations during the course of the study programme.

(2) A student who disturbs or disrupts the orderly conditions under which an examination is to be sat may be excluded from the examination by the examiner or the exam supervisor; as a rule one warning is given before the exclusion of disruptive students. In this case the disruptive student's grade for the examination will automatically be 'dissatisfactory' (5.0). Subsection 1 sentence 3 shall apply accordingly.

(3) If a student sits an examination which he/she is not entitled to sit due to reasons for which the student is culpable, the Examination Committee can resolve that this student's grade for the examination will automatically be 'dissatisfactory' (5.0).

(4) The affected student may request in writing within a period of two weeks that the decisions pursuant to subsections 1 and 2 above are reviewed by the Examination Committee.

(5) In the event of any resolutions of the Examination Committee that impose obligations or disadvantages on any student, the student in question is to be informed of such resolutions immediately in writing, stating the grounds and his/her rights to object to any such resolutions.

Section 24

Crediting of modules and previous academic achievements/qualifications

After periods of study abroad the student will have a right to the crediting of these study units, insofar as the prerequisites for this have been fulfilled and the achievements/qualifications to be credited are not more than five years in the past at the time of acknowledgement of the academic achievements/qualifications. The Examination Committee shall decide upon the acknowledgement of academic achievements/qualifications that are older than this, taking into account the current status of the field of science in question. The student must submit all documentation required for the acknowledgement and crediting of academic achievements/qualifications. The student shall have no claim to the acknowledgement/crediting of incomplete modules and/or academic qualifications.

Chapter 6: Module examinations

Section 25

Module examinations

(1) Module examinations are examinations, which may only be re-sat within a predefined time limit and which are graded after assessment.

(2) A module examination comprises of either one examination at the end of the module (final module examination) or a culmination of several shorter module examinations (cumulative module examination).

(3) As a rule a final module examination will examine the entire content of the module, whereas cumulative module examinations will examine specific sections of the module. The

type and subject matter of examinations can be seen in the individual module content descriptions (see annex).

(4) In the case of cumulative module examinations, all module examinations must be passed.

(5) The type of examination structure for each module is specified in the module content descriptions for each module (see annex). Regardless of whether final module examinations or cumulative module examinations have been specified, examinations may be in the form of oral examination, essays under examination conditions, OSCE examinations (see section 28) or practical examinations (see section 29).

(6) The language in which examinations are to be sat will be primarily English. Students who have enrolled on the German-speaking course in the winter semester (WS) or who can evidence that they are competent in the German language in both verbal and written format (see section 8 subsection 1d) may sit examinations in German with the prior consent of the examiner; otherwise the conditions of section 7 shall not be affected.

(7) Written work that is completed under non-examination conditions is to be completed by the student pursuant to the regulations on good scientific practice. Upon submitting written work, the student is to submit a written declaration that the work has been completed independently and that he/she has specified all reference works and sources of material used in the written work. Furthermore, the student must declare that the written work was not used, either in part or in full, in any other course of study, either as coursework or as part of an examination.

(8) The results of written module examinations will be recorded in an examination report by the assessing examiner and this will be forwarded directly to the Examination Board. In addition to the examination results, the examination report will contain a description of the module or the part of the module on which the examination was taken, the type of examination, the date of the examination and the duration of the examination. Furthermore, the examination report must also document any special circumstances or events of importance to the determining of the examination results, in particular circumstances or events pursuant to section 23 subsections 1 and 2.

Section 26 **Oral examinations**

(1) Oral examinations shall be conducted by the examiner in the presence of an assessor as group examinations with groups of up to five students.

(2) As a rule the duration of an oral examination will be 30 minutes per student.

(3) The main occurrences and results of the oral examination are to be documented by the assessor. The examination record is to be signed by both the examiner and the assessor. The assessor is to be given opportunity to express his/her opinion in private, i.e. in the presence of neither the examined student nor the audience members, before the grade is determined. The examination record is to be forwarded directly to the Examination Board.

(4) The results of the oral examination are to be disclosed to the students after the conclusion of the oral examination and reasons are to be given for the grade awarded upon immediate request; the reasons given are to be documented in the examination record.

(5) Oral examinations are open to students that are to take the same examination. The students to be examined may object to the admission of the public. The admission of the public will not extend to consultancy with or the disclosure of the results to the students still to be examined. Furthermore, access to oral examinations may be restricted on grounds of capacity.

Section 27

Essays and other written work under examination conditions

(1) The students may be required to write essays or other written answers under examination conditions to a specific question or questions. In an essay or other written work under examination conditions students will be required to prove that they can recognise and solve problems and answer questions under examination conditions within a pre-defined time limit and with restricted reference material on the basis of their own knowledge and applying the recognised principles and scientific methods of the discipline.

(2) A written examination of this kind may also contain multiple choice questions. When drawing up the multiple choice questions and the answer sheet, it should be established whether one or more than one answer could be correct. If multiple choice questions make up more than 25% of the overall points that can be attained, the following regulations shall apply for the structure of the question and answer sheet and the assessment of the essays and other written answers:

- The question and answer sheet shall be drawn up by at least two persons qualified to set examinations, one of which must be a professor at the University.
- The students must be informed of the pass requirements for the written examination at the latest at the time of issue of the examination papers.
- The examination paper must specify the number of correct answers required to pass the examination. This number may not be amended in an upward direction.

(3) The time permitted for an essay or other written work under examination conditions will be 30 minutes.

(4) Essays and other written work under examination conditions are as a rule assessed by one single examiner. In the event of the failure of a student to pass at the final permitted attempt, the essay will be assessed by a second examiner. The assessment of the examiner must be documented in writing stating the reasons for his/her decision. In the event of differences between the grades awarded by the two examiners, the essay or other written work will be awarded a grade corresponding to the average of the two grades. The assessment procedure for essays and other written work under examination conditions should not exceed four weeks.

Section 28 OSCE examinations

(1) The obligatory module 'Placement' will be examined on the basis of an OSCE examination.

(2) Not only theoretical knowledge is examined in OSCE examinations; rather OSCE examinations examine in particular practical clinical abilities and skills, the student's grasp of medical procedures and methods and the student's competence with regard to the treatment and care of patients. The module 'Placement' is examined on the basis of a circuit of several short OCSE examinations examining the students in areas such as anamnesis, examination and diagnosis and patient management at various examination stations with various examination topics. The examination stations are set up with simulated patients and various types of apparatus. The majority of the examined abilities and skills are designed to increase the clinical competence of the student.

Section 29 Practical examinations

(1) The obligatory module 'Patient treatment' is examined on the basis of practical examinations.

(2) Practical examinations include an oral examination and an implant insertion on a patient (subsection 3) in the practice or clinic to which the student has been assigned in the presence of the examiner.

(3) The prerequisites for the completion of an implant insertion on a patient as part of the practical examination are:

- a) the submission of complete documentation containing:
 - general anamnesis; diagnosis; indication
 - elucidation: risks, alternatives, cost
 - declaration of consent
 - clinical documentation with photos/x-rays
 - plan models (set-up; wax-up)
 - case-specific x-ray diagnosis

- b) the submission of a planned surgical therapy concept

- c) the submission of plans for a complete prosthetic treatment

- d) the submission of a surgical template/moulding

- e) the fulfilment of the required hygiene standards in the practice or clinic of the student

- f) the presence of the required surgical and prosthetic instruments

- g) the guarantee of the presence and assistance of a qualified dental nurse/assistant (e.g. OP nurse) during the course of surgery

(4) The examiner will decide *in situ* whether all the prerequisites set out in subsection 3 above have been fulfilled immediately before the planned implant insertion on the patient.

Section 30 **Master's dissertation**

- (1) The Master's dissertation should demonstrate that the student is capable of thoroughly and comprehensively examining a particular topic within a specified time period pursuant to the aims set out in section 2 subsection 3. The dissertation topic must be structured in such a way so that it is possible to complete the Master's dissertation within the specified period.
- (2) The Master's dissertation should take a student ca. 600 work hours. The time period from the submission or issue of the dissertation topic to the completion of the dissertation is six months.
- (3) The Master's dissertation is to be presented during a final oral examination. The duration of this examination will be a maximum of 60 minutes. The assessment of the final oral examination is not part of the examination programme.
- (4) Applications for the admissibility of a student to the Master's dissertation stage are to be submitted to the Examination Board and require the submission of a certificate confirming the successful completion of the obligatory module 'Basic theory I'.
- (5) The Chairman of the Examination Committee is responsible for deciding on the admissibility of a student to the Master's dissertation stage.
- (6) Master's dissertations are awarded and supervised by a professor or a module coordinator, who must be a person entitled to supervise examinations pursuant to section 18 subsection 1. The dissertation supervisor must ensure that all apparatus and equipment required for the completion of the Master's dissertation is available to the student.
- (7) The topic for the Master's dissertation must fall within the field of dental implantology.
- (8) The student will be given an opportunity to suggest a dissertation topic.
- (9) The Chairman of the Examination Committee will ensure that each student has been allocated a dissertation topic and the required supervision promptly.
- (10) With the prior consent of the Chairman of the Examination Committee, the Master's dissertation may be completed at an academic institute other than the Johann Wolfgang Goethe University. In this case the topic for the Master's dissertation must be discussed with and approved by a professor at the relevant faculty. The external supervisor may be permitted by the Examination Committee to act as assessor of the Master's dissertation.
- (11) Dissertation topics will be issued by the dissertation supervisors via the Chairman of the Examination Committee. The dissertation topic must be structured in such a way so that it is possible to complete the Master's dissertation within the specified period. The times at which topics were issued as well as the topic itself are to be recorded and archived in the files.
- (12) The Master's dissertation can be written in English or German. The student is free to choose either of the two languages, regardless of whether he/she has completed the Master's study course in English or German (see section 7). If a Master's dissertation is written in English, a summary is also to be submitted in German.
- (13) The dissertation topic issued to a student can only be rejected once and only within the first third of the period allocated for the Master's dissertation. The second dissertation topic issued to the student must be significantly different to the first topic. If a new dissertation topic is issued after withdrawal pursuant to subsection 14, 3rd sentence, the rejection of this topic will not be permitted.

(14) If the deadline for the submission of completed dissertations can not be met for reasons that are out of the direct control of the student (e.g. illness of the student or of a child under his/her sole care), the Chairman of the Examination Committee can resolve on a one-off extension of the time period for the submission of the dissertation if the student applies for an extension before the expiry of the original submission period. The maximum extension period will be 50% of the originally prescribed dissertation period. If the circumstances preventing the student from completing his/her dissertation continue for longer than this extension period, the student shall be entitled to withdraw from the study programme.

(15) The completed Master's dissertation is to be submitted to the Examination Board on or before the specified deadline. If the dissertation is sent by post, the date of the postmark will be decisive. If the dissertation is not submitted on or before the deadline, this will constitute an automatic failure.

(16) The completed Master's dissertation is to be submitted in the following formats: 3 printed copies and an electronically accessible version (e.g. as a .pdf document) on a standard data carrier.

(17) All text, illustrations and images that have been sourced from other works and included in the student's Master's dissertation are to be clearly marked accordingly, regardless of whether they are word-for-word excerpts or summarised passages. The Master's dissertation is to be submitted together with a declaration that the dissertation is the independent work of the student and that the student has not used any sources or reference works or materials other than those expressly cited in the Master's dissertation. Furthermore, the student must declare that the Master's dissertation was not used, either in part or in full, in any other course of study, either as coursework or as part of an examination.

(18) The Master's dissertation is to be assessed in writing and graded by an assessor and if necessary by a second assessor. Section 18 subsection 3, 4th sentence, shall not be affected. The assessor must complete his assessment and grading immediately after, at the latest within six weeks of, the submission of the dissertation. In the event that the second assessor agrees with the assessment and grading of the first assessor, the second assessor will co-sign the report of the first assessor. In the event that the second assessor disagrees with the assessment and grading of the Master's dissertation by the first assessor, the grade will be reviewed and determined by the Chairman of the Examination Committee pursuant to section 31 subsection 4.

(19) If the assessments and grades awarded by the first two assessors differ from each other by a grade of more than 2.0 or if one of the assessors grades the dissertation as 'dissatisfactory', the dissertation will be assessed and graded by a third assessor within a further two week period. In this case the grade will be formed on the basis of the grades awarded by the first, second and third assessors pursuant to section 31 subsection 4.

Chapter 7: Assessment of examinations; grading; overall grade

Section 31 Assessment of examinations

(1) Assessments are always made on the basis of the individual performances and achievements of the students.

(2) The following grades are awarded for individual examination performances:

Grade 1 very good = an outstanding performance

Grade 2 good = a performance that is way above the average

requirements

Grade 3	satisfactory	=	a performance that meets the average requirements
Grade 4	sufficient	=	a performance that is below average requirements but nonetheless meets minimum requirements
Grade 5	dissatisfactory	=	a performance that fails to meet the minimum requirements due to serious errors or defects

In order to allow a more precise grading system, it is also possible for the examiners to award grades between the above in intervals of 0.3; however, the grades 0.7, 4.3, 4.7 and 5.3 do not exist.

(3) The grades for individual examination performances are awarded by the responsible examiners.

(4) If a module is examined on the basis of several short individual examinations (cumulative module examinations), the grade for the module as a whole will be made up of the average of the grades for the individual examinations. When calculating the overall grade for a module, only the first integer after the decimal point will be taken into consideration; all other integers will be ignored and the grade will not be rounded up.

In this case grades shall be awarded as follows:

with an average of up to and including 1.5	very good
with an average of more than 1.5 up to and including 2.5	good
with an average of more than 2.5 up to and including 3.5	satisfactory
with an average of more than 3.5 up to and including 4.0	sufficient
with an average of more than 4.0	dissatisfactory

The above regulations shall also apply accordingly in the event that a single module is examined on the basis of only one examination, however if this examination is assessed separately by two or more examiners.

(5) An overall grade must be formed in order to establish the grade for the Master's examination. This overall grade for the Master's examination is calculated on the basis of the grades for the individual module examinations and the grade for the Master's dissertation. Subsection 4 above applies accordingly to the calculation of the overall grade.

(6) When calculating the average grade for the purpose of the formation of the overall grade pursuant to subsection 4 above, the grades for the obligatory module 'Patient treatment' and for the Master's dissertation shall have twice the weighting of the grades for the other modules, i.e. these two grades shall be counted twice when calculating the average grade.

(7) If an English translation of the degree certificate is issued, the grades for the individual examinations and the overall grade shall follow the following grading scale format:

up to 1.5	sehr gut	very good
above 1.5 up to 2.5	gut	good
above 2.5 up to 3.5	befriedigend	satisfactory
above 3.5 up to 4.0	ausreichend	sufficient
above 4.0	nicht ausreichend	fail

(8) The overall grade will be supplemented by a European Credit Transfer and Accumulation System (ECTS) grade, which will be recorded in the diploma supplement. The ECTS grading scale takes into consideration a statistical element of the assessment as follows:

A	=	the grade with which the best 10% of all those taking the Master's examination (Master's degree course) have passed
B	=	the grade that the next 25 % in the reference group achieve
C	=	the grade that the next 30 % in the reference group achieve
D	=	the grade that the next 25 % in the reference group achieve
E	=	the grade that the next 10 % in the reference group achieve

This calculation is made by the Examination Board on the basis of a statistical assessment of the examination results. This is to be made on the basis of a time period of 3 to 5 years. The reference group should have a minimum size of 50 so that a qualified assessment can be made. If a database of this magnitude has not yet been established, the Examination Committee shall determine a suitable procedure for calculating the overall grade.

(9) The overall grade 'mit Auszeichnung bestanden' will be awarded if the overall grade is better than 1.2 or if an overall ECTS grade A has been awarded and if this has been awarded to only the top 5% (rather than 10%) of those who have passed the Master's examination (Master's degree course). The English translation of 'mit Auszeichnung bestanden' is 'excellent'.

Section 32

Pass grade and failure; notification of grades

(1) An individual examination has been passed if a grade of 'sufficient' or above is attained.

(2) A module has been passed if all aspects of the module described in the module content description have been successfully completed.

(3) The Master's examination (Master's degree course) has been passed if all of the modules specified in this Study Programme Ordinance have been passed and if the Master's dissertation has been completed and awarded a grade of 'sufficient' or above.

(4) The students will be notified of the grades awarded for all individual examinations and of the grade awarded for the Master's dissertation via the homepage for the Master's degree course. Grades will be disclosed on the homepage to the entire student body, taking into consideration the interests of the affected persons with regard to privacy and the general regulations on data protection. Subsection 5 shall not be affected.

(5) The Chairman of the Examination Committee will issue written notification of any failure to pass an individual module examination and/or failure to pass the Master's dissertation. This written notification will also contain information on the student's right to appeal against any such decision.

Chapter 8: Re-sits; free attempt; time limit of examinations; failure of the overall Master's examination (Master's degree course)

Section 33 Re-sitting examinations

- (1) Failed final module examinations or cumulative module examinations may be re-sat a maximum of twice. The regulations on free attempts (section 34) apply exclusively for the obligatory module 'Basic theory I'.
- (2) In the event of the failure of the Master's dissertation, including the dissertation presentation, this may only be repeated once. In this case a new dissertation topic will be issued. In the event of the repeat of the Master's dissertation, the issued topic may only be rejected if the student did not make use of this possibility during the first attempt at writing the Master's dissertation. It shall not be permitted to repeat the Master's dissertation twice.
- (3) Failed attempts at module examinations with the same or similar content during other courses of study at the Johann Wolfgang Goethe University or another university or institute of higher education will be taken into consideration.
- (4) The re-sitting of module examinations and/or the repeat of the Master's dissertation must take place within one year of the publishing of the grades for the previous failed attempt.
- (5) If the above prescribed period for the re-sitting of examinations/repeat of the Master's dissertation is not observed, the examination/dissertation will be deemed as having been failed. This shall not apply if the student is not at fault for his/her failure to observe this prescribed period (see section 21 subsection 2). If the reasons for his/her failure to meet this prescribed period are acknowledged and accepted, the student will be requested to register to take the examination at the next exam sitting.
- (6) Failed written examinations, with the exception of the Master's dissertation, may be re-sat in the form of oral examination.

Section 34 Free attempt

In the case of the obligatory module 'Basic theory I', cumulative module examinations that are not passed shall be deemed as not having been sat if they are taken at the latest within the scheduled semester in the regular study plan (free attempt). All other modules and the Master's dissertation, including the dissertation presentation, as well as examinations that are declared as having been failed due to cheating or disorderly behaviour, are not subject to these regulations on the 'free attempt'.

Section 35 Time limit of examinations

- (1) The period for the completion of the Master's examination (Master's degree course) will be 48 months, starting on the date of commencement of studies.
- (2) The period for the completion of the Master's examination may be extended upon application by a student, if there are serious extenuating circumstances that prevent the student from completing the Master's examination within the prescribed period. When judging whether the prescribed period for the completion of the Master's examination has been observed, extensions and interruptions to study periods will not be taken into consideration, insofar as they were caused:

- by a student's involvement in university bodies and forums, student bodies or student unions that are prescribed either by law or by the articles of association of the university or
- by long-term illness, a disability or another reason for which the student is not directly responsible or
- by pregnancy or as a result of sole responsibility for the care of a child under 12 years of age or another close relative (parent, grandparent, spouse or life partner).

Furthermore, a relevant official period of study abroad of up to two semesters will also not be taken into consideration. The Examination Committee will decide upon the extension of the prescribed study period. An application for the extension of the prescribed study period should be submitted as soon as it becomes apparent to the student that an extension will be required. All applications for extension of the study period are to be submitted before the study period expires. The student will be obliged to submit evidence pursuant to sentences 2 and 3 above and this evidence must be submitted together with the application. In cases of illness, a doctor's certificate is to be submitted. In cases of doubt, the submission of an official certificate from the medical officer may be requested.

Section 36

Failure of the overall Master's examination (Master's degree course)

(1) The Master's examination will be deemed as having been failed if:

- a) a module examination is finally declared as having been graded 'dissatisfactory' (5.0) or is deemed as having been finally graded 'dissatisfactory' (5.0) or
- b) the sole permissible repeat of the Master's dissertation is graded 'dissatisfactory' (5.0) or deemed as having been finally graded 'dissatisfactory' (5.0) or
- c) the right of a student to re-sit failed examinations expires due to the expiry of the prescribed permissible period for re-sits or
- d) the prescribed period pursuant to section 35 subsection 1 has been exceeded without the student having submitted an application for the extension of this period pursuant to section 35 subsection 2 and/or without an extension of this period being granted pursuant to section 35 subsection 2.

(2) If the Master's examination is finally declared as having been failed, the student is to be issued with written notification of this, stating all results of examinations and the reasons for the failure of the overall Master's examination. This notification must also state the student's entitlements to appeal against this decision.

(3) If it is declared that a student has failed the Master's examination and that this decision is final, the student's enrolment at the University is to be cancelled. Upon request and upon submission of confirmation of the cancellation of his/her enrolment at the University, the Examination Board will issue to the student a certificate stating the module examinations that the student has passed, the grades awarded for these examinations and the number of credit points (CP) the student has earned. This certificate will also state that the Master's examination (Master's degree course) was failed.

Chapter 9: Examination certificates; degree certificates; diploma supplement

Section 37 Examination certificates

(1) A certificate confirming that the Master's examination has been passed will be issued in German and in English within four weeks of the student's final examination. The certificate will state the modules completed and the grade awarded for each module, the topic and the grade of the Master's dissertation, the overall grade and the total number of credit points (CP).

The certificate will be signed by the Chairman of the Examination Committee or the Dean of Studies or the Dean of the Faculty of Medicine and will also be certified by way of the official seal of the Johann Wolfgang Goethe University. The certificate will contain the date on which the last examination was sat. Upon request, the grades of course work and the credit points (CP) earned may be included in a special category on the certificate or in an annex to be enclosed with the certificate.

(2) Upon request, the Examination Committee will issue a certificate in which it states that the Master's degree corresponds with regard to content to a diploma qualification.

Section 38 Master's degree certificate

(1) Together with the examination certificate, the student will receive a Master's degree certificate with the same date as the examination certificate. This will document the conferring of the academic qualification. Upon application this certificate will also be issued in English.

(2) The certificate will be signed by the Dean of Studies or the Dean of the Faculty of Medicine and the Chairman of the Examination Committee and will also be certified by way of the official seal of the Johann Wolfgang Goethe University.

(3) The academic qualification will only be conferred upon the student upon the awarding of the certificate.

Section 39 Diploma supplement

Together with the examination certificate and the Master's degree certificate, the student will also be issued with a diploma supplement in both German and English, which will contain details of the content of the study programme, the progress of the course and the academic qualification awarded the student.

Chapter 10: Invalidity of the Master's examination; examination records; appeals and objections

Section 40 Invalidity of examinations

(1) In the event that it can be proved that a student has cheated in his/her examination and if this fact first comes to light after an examination certificate has been awarded, the exam grade and/or if applicable the degree grade or class pursuant to section 31 subsection 2 may be adjusted accordingly. If necessary, the module examination may be declared as 'dissatisfactory' and the Master's examination as 'failed'. The same shall apply accordingly for the Master's dissertation. The student is to be given opportunity to voice his/her comments before any decision is taken.

(2) If, without cheating, the student would not have passed the examination and if this is only discovered after the issue of the examination certificate, this situation will be rectified. If the student intentionally cheated in order to pass the module examination, the module examination can be declared as 'dissatisfactory' and the Master's examination declared as 'failed'. Subsection 1 sentence 3 shall apply accordingly.

(3) The incorrect examination certificate is to be withdrawn and if necessary replaced with a corrected certificate. Together with the incorrect certificate, the diploma supplement and degree certificate are also to be withdrawn. If the Master's examination is declared as having been 'failed', the conferred Master's degree status is to be revoked. A resolution pursuant to subsection 1 and subsection 2 sentence 2 shall be excluded after a period of five years as of the date of the examination certificate.

Section 41 **Inspection of examination records; archiving periods**

(1) After completion of a module and completion of the entire examination procedure, each student will be granted, upon request, the right to inspect his/her examination records. Upon request, a student may also be granted the right to inspect his/her records after the completion of individual cumulative module examinations.

(2) Examination records are archived by the Examination Board. Examination records will be archived pursuant to the archiving periods for examination documents specified in section 23 of the Hessian Student Enrolment Ordinance (*Hessische Immatrikulationsverordnung, HImmaVO*).

Section 42 **Appeals and objections**

(1) It is possible to appeal against the decisions of the Chairman of the Examination Committee. Appeals are to be submitted to the Chairman of the Examination Committee within four weeks of notification of the decision. The Examination Committee will resolve on the appeal. If the appeal is unsuccessful, the Chairman of the Examination Committee will issue notification of the rejection of the appeal. This notification will state the reasons for the rejection of the appeal and the remaining legal remedies available to the student.

(2) Objections against examination results and the examination procedure must be submitted within one year, or in cases in which notification of legal remedies has been issued within one month, of the publication of examination results by the Chairman of the Examination Committee (Examination Board). All objections must state written grounds. If the objection is rejected by the Examination Committee, if applicable after hearing the opinion of the respective examiner, the President will issue notification of rejection of the objection. This notification will state the reasons for the rejection of the objection and the remaining legal remedies available to the student.

Chapter 11: Accreditation of tutors and teaching affiliates

Section 43 **Accreditation of tutors**

(1) The accreditation of tutors is awarded pursuant to the following prerequisites:

- a) surgical and prosthetic treatments in the field of implantology within the previous 5 years (obligatory),
- b) he/she has treated at least 500 patients with implant prosthetics (obligatory).

(2) The accreditation of tutors is awarded for a specified time period (maximum two years); this period may be extended after the expiry of accreditation if appropriate. As part of the quality assurance procedure for the Master's programme, it is obligatory that each tutor is spoken to about the content of the study course at least twice per course of study in order to ensure that the teaching content is correct and guaranteed.

(3) The accreditation of tutors may be revoked without delay if it is established that he/she has failed to adhere to the quality assurance guidelines and/or regulations for the Master's course.

Section 44 Accreditation of teaching affiliates

(1) The accreditation of teaching affiliates (affiliated dental practices) approved for the teaching of placements etc. is awarded pursuant to the following prerequisites:

- a) the practitioner in the affiliated practice must have carried out surgical and prosthetic treatments in the field of implantology for at least the previous 5 years (obligatory),
- b) the practitioner in the affiliated practice must be able to prove that he/she has treated at least 500 patients with implant prosthetics (obligatory).

(2) The accreditation of affiliated practices is awarded for a specified time period (maximum two years); this period may be extended after the expiry of accreditation if appropriate.

(3) The accreditation of affiliated practices may be revoked without delay if it is established that he/she has failed to adhere to the quality assurance guidelines and/or regulations for the Master's course.

Chapter 12: Closing conditions

Section 45 Coming into effect

This Ordinance shall come into effect upon day of publication in the latest version of the 'UniReport' of the Johann Wolfgang Goethe University.

Annexes:

Description of content of obligatory modules:

Module 'Basic theory I'		Obligatory module		CP 9			
Content: The module teaches the current status of the science of oral implantology by way of lectures, seminars, patient demonstrations and practical work on the phantom. In addition work will be begun on the foundations for independent scientific work.							
Aims of module and skills taught: Independent planning of simple prosthetic implant therapies on host bone.							
Frequency of module:	each semester						
Duration of module:	one semester						
Requirements for participation in the module:	None						
Language of course and examinations:	English in SS / German in WS						
Student record (performance certificates / attendance record)	Proof of attendance is to be issued at each teaching unit						
Cumulative module examinations and examination format:	One cumulative module examination per teaching unit in the form of a written assessment/essay under examination conditions						
Admission requirements for cumulative module examinations:	Attendance record for the relevant teaching unit						
Requirements for attaining CP:	Passing of the 3 cumulative module examinations						
Module supervisor:							
Teaching units:	Type	SWS	Semester / CP				
			1	2	3	4	
Foundations of dental implantology	Lect.	1.5	X				
Oral diagnostics and treatment planning	Lect. / Sem.	2	X				
Technical requirements and dental assistants	Lect. / Sem.	1	X				
Methods of scientific work (I)	Lect / Sem.	0.5	X				

Preparation time: 120 hours

Processing time: 80 hours

Content of teaching units:

Foundations of dental implantology

Overview of the development of dental implantology

Anatomy and physiology

Wound healing: bone, soft tissue; wound healing deficits

Implant materials: bone replacement materials; membranes; auxiliary materials

Patient evaluation: anamnesis, absolute/relative contraindications

Tooth rehabilitation (endodontics/periodontics) or extraction

Oral diagnostics and treatment planning

Indication; classification; guidelines

Oral hygiene and pre-treatment (periodontal / tooth rehabilitation / jaw orthopaedics)

Clinical bite and function analysis, occlusion, TMJ, mucous membranes

Picture diagnostics (x-rays, CT, stereolithography)

3-D bone analysis (standard, CT supported)

Wax-up/set-up, involvement of dental laboratory

Standard positioning templates, CT-based drilling jig

Technical requirements and dental assistants

Required instruments and equipment

Hygiene regulations and their implementation

Tasks of the dental assistant

Patient preparation: anaesthetics, OP smock, ancillary medication etc.

Postoperative treatment

Emergencies, emergency management

Methods of scientific work (I)

Literature research via electronic media

Introduction to preparation of Master's dissertation

e-learning

Module 'Basic theory II'		Obligatory module				CP 9	
Content: The module teaches the current status of the science of oral implantology by way of lectures, seminars, patient demonstrations and practical work on the phantom. In addition work will be begun on the foundations for independent scientific work.							
Aims of module and skills taught: Independent planning of simple prosthetic implant therapies on host bone and independent surgical and prosthetic work on the patient simulator.							
Frequency of module:		each semester					
Duration of module:		one semester					
Requirements for participation in the module:		Module 'Basic theory I'					
Language of course and examinations:		English in SS / German in WS					
Student record (performance certificates / attendance record)		Proof of attendance is to be issued at each teaching unit					
Cumulative module examinations and examination format:		One cumulative module examination per teaching unit in the form of a written assessment/essay under examination conditions					
Admission requirements for cumulative module examinations:		Attendance record for the relevant teaching unit					
Requirements for attaining CP:		Passing of the 3 cumulative module examinations					
Module supervisor:							
Teaching units:		Type	SWS	Semester / CP			
				1	2	3	4
Implant systems		Lect. / Prac.	1		X		
Standard surgical procedures		Lect. / Prac.	2		X		
Basic prosthetic treatments		Lect. / Prac.	1.5		X		
Methods of scientific work (II)		Lect. / Prac.	0.5		X		

Preparation time: 120 hours

Processing time: 80 hours

Content of teaching units:

Implant systems

Implant design (macrostructure)
 Implant surfaces (microstructure)
 Dental implant abutment, indexed / non-indexed abutment
 Mechanical fixings, micro fissures
 Aids for transfer, registration and impression
 Abutments (chair side and lab side)
 Prosthetic components

Standard surgical procedures

Flap design, transfer of implant position, flapless surgery
 Assessment of bone quality
 Bone condensing, bone expanding
 Machine / manual preparation techniques
 Extrication techniques
 Healing periods, timing (early, late, immediate treatment records)
 Improvement of structure by bone training

Basic prosthetic treatments

Temporary treatments
 Techniques for the forming of emergence profiles
 Taking of impressions / registration / fabrication of models / articulator
 Choice of abutment and individualisation
 Abutment transfer model-mouth
 Occlusal anatomy and transfer of load

Methods of scientific work (II)

Assessment of scientific theory using evidence classes
 Data collection, statistics, biometrics
 Construction of scientific studies

Module 'Surgical techniques'		Obligatory module				CP 10
Content: The module analyses the current status of surgical techniques in oral implantology by way of lectures, seminars, patient demonstrations and practical work on the phantom.						
Aims of module and skills taught: Independent planning of complex prosthetic implant therapies and independent surgical procedures on patients.						
Frequency of module:	each semester					
Duration of module:	two consecutive semesters					
Requirements for participation in the module:	Modules 'Basic theory I' and 'Basic theory II'					
Language of course and examinations:	English if commencing module in SS / German if commencing module in WS					
Student record (performance certificates / attendance record)	Proof of attendance is to be issued at each teaching unit					
Cumulative module examinations and examination format:	One cumulative module examination per teaching unit in the form of a written assessment/essay under examination conditions					
Admission requirements for cumulative module examinations:	Attendance record for the relevant teaching unit					
Requirements for attaining CP:	Passing of the 4 cumulative module examinations					
Module supervisor:						
Teaching units:	Type	SWS	Semester / CP			
			1	2	3	4
Advanced surgical techniques (1)	Lect. / Prac.	1.5			X	
Advanced surgical techniques (2)	Lect. / Prac.	1.5			X	
Advanced surgical techniques (3)	Lect. / Prac.	1.5				X
Aftercare (postoperative treatment) / management of complications	Lect / Prac.	0.5				X

Preparation time: 140 hours

Processing time: 90 hours

Content of teaching units:

Advanced surgical techniques (1)

Bone augmentation using synthetic, xenogenous, allogenuous materials
 Membranes, membrane techniques
 Bone augmentation using oral autogenous bone (block, particulated)
 Sinus augmentation, one-sided/two-sided

Advanced surgical techniques (2)

Nerve transposition
 Distraction osteogenesis
 Extra-oral bone transplants
 Microvascular reanastomosed tissue transfer
 Reconstruction of severely reabsorbed maxilla and mandibule

Advanced surgical techniques (3)

Soft tissue management
 Pedicle flap soft tissue transplants
 Free connective tissue transplants
 Free epithelial transplants
 Vestibulum reconstruction

Aftercare (postoperative treatment) / management of complications

Documentation and recall
 Statistics: success and survival rates, failure rates
 Mucositis and periimplantitis: diagnosis and treatment
 Explantations

Module 'Implant prosthetics'		Obligatory module				CP 10
Content: The module analyses the current status of prosthetic implants in oral implantology by way of lectures, seminars, patient demonstrations and practical work on the phantom.						
Aims of module and skills taught: Independent planning of complex prosthetic implant therapies and independent prosthetic implants on patients.						
Frequency of module:	each semester					
Duration of module:	two consecutive semesters					
Requirements for participation in the module:	Modules 'Basic theory I' and 'Basic theory II'					
Language of course and examinations:	English if commencing module in SS / German if commencing module in WS					
Student record (performance certificates / attendance record)	Proof of attendance is to be issued at each teaching unit					
Cumulative module examinations and examination format:	One cumulative module examination per teaching unit in the form of a written assessment/essay under examination conditions					
Admission requirements for cumulative module examinations:	Attendance record for the relevant teaching unit					
Requirements for attaining CP:	Passing of the 3 cumulative module examinations					
Module supervisor:						
Teaching units:	Type	SWS	Semester / CP			
			1	2	3	4
Permanent implants	Lect. / Prac.	2			X	
Removable implants	Lect. / Prac.	2				X
Aftercare (postoperative treatment) / management of complications	Lect. / Prac.	1				X

Preparation time: 140 hours

Processing time: 90 hours

Content of teaching units:

Permanent implants

Single tooth replacement
Treatment with multiple single crowns
Bridge supplies
Tooth implant borne restorations
Procedures in the treatment chair and in the laboratory
Restorative materials (metal alloys, ceramics, composites)

Removable implants

Simple retention elements (pins , ball anchorage, magnetic attachments)
Complex retention elements (telescopes, bars)
Arrangement of remaining teeth
Procedures in the treatment chair and in the laboratory
Intraoral bonding
Structure of prosthetic bases

Aftercare (postoperative treatment) / management of complications

Documentation and recall
Statistics: success and survival rates, failure rates
Oral hygiene
Complications with technical components

Module 'Placement'	Obligatory module	CP 9				
Content: This module involves the intensive supervision of students, who learn passively from teachers during the observation of live patient treatments. The treated cases will deepen the theoretical knowledge of the student, in particular through the requirement for the student to prepare and subsequently process the case in writing. This module is conducted either at the University Zahnklinik Frankfurt am Main or at an accredited teaching affiliate (teaching dental practice).						
Aims of module and skills taught: The clinical competence of the student is improved through experience of live patient treatments. The aim is the independent written and literature-based analysis of planned therapies and the demonstrated treatment stages.						
Frequency of module:	each semester					
Duration of module:	10 days					
Requirements for participation in the module:	Module 'Basic theory I'					
Language of course and examinations:	English in SS / German in WS					
Student record (performance certificates / attendance record)	Proof of attendance is to be issued					
Cumulative module examinations and examination format:	OSCE examination with anamnesis station, examination and diagnosis station with patient simulator and patient management station.					
Admission requirements for cumulative module examinations:	Attendance record					
Requirements for attaining CP:	Passing of the final module examination					
Module supervisor:						
Teaching units:	Type	SWS	Semester / CP			
			1	2	3	4
		6.5				

Preparation time: 110 hours

Processing time: 69 hours

Module 'Supervision'	Obligatory module		CP 3			
Content: This module involves the independent treatment of 3 patients in either the practice or clinic to which the student has been assigned, an accredited affiliated practice or in the University Zahnklinik under the supervision of a teacher or accredited tutor, with supervision of and teaching on techniques and methods.						
Aims of module and skills taught: The clinical competence and manual skills of the student will be improved through active supervised patient treatment. The aim is the independent performance of surgical procedures and prosthetic treatments on patients and the development of critical, reflective, professional competence.						
Frequency of module:	each semester					
Duration of module:	3 days					
Requirements for participation in the module:	Module 'Placement'					
Language of course and examinations:	English in SS / German in WS					
Student record (performance certificates / attendance record)	Three performance certificates are to be issued. A performance certificate will be issued for each successful surgical procedure or prosthetic implant treatment on a patient.					
Cumulative module examinations and examination format:	Oral examination					
Admission requirements for cumulative module examinations:	5 performance certificates					
Requirements for attaining CP:	Passing of the final module examination					
Module supervisor:						
Teaching units:	Type	SWS	Semester / CP			
			1	2	3	4
		2.5				

Preparation time: 35 hours

Processing time: 20 hours

Module 'Patient Treatment'		Obligatory module		CP 20			
Content: This module involves the treatment of 20 patients in a practice or clinic without the supervision of a teacher or accredited tutor. The following indications must each have been given for at least two patients:							
<ul style="list-style-type: none"> a) Treatment of single tooth (class I), aesthetic treatment in front area b) Bridge treatment (class IIa, b) c) Bridge or telescopic bridge treatment (class IIc) d) Bridge or telescopic bridge treatment (class III) in upper jaw e) Bridge or telescopic bridge treatment (class III) in lower jaw f) Bridge or single tooth treatment in combination with an external sinus lift 							
Aims of module and skills taught: The clinical competence and manual skills of the student will be improved through live patient treatment. The aim is the independent performance of surgical procedures and prosthetic treatments on the patient and the development of critical, reflective, professional competence.							
Frequency of module:		each semester					
Duration of module:		two consecutive semesters; in the event of a lack of patients, the duration of this module may be extended by up to three months.					
Requirements for participation in the module:		Module 'Placement'					
Language of course and examinations:		English in SS / German in WS					
Student record (performance certificates / attendance record)		20 performance certificates are to be issued pursuant to section 13					
Cumulative module examinations and examination format:		Practical examination					
Admission requirements for cumulative module examinations:		20 performance certificates					
Requirements for attaining CP:		Passing of the final module examination					
Module supervisor:							
Teaching units:		Type	SWS	Semester / CP			
				1	2	3	4

Preparation time: 400 hours

Processing time: 200 hours

Module 'Masterthesis'		Obligatory module				CP 20	
Content: The Masterthesis shall be on a topic from the field of oral implantology and shall be written independently by the student on the basis of research in relevant literature and study of scientific techniques.							
Aims of module and skills taught: The Masterthesis is designed to demonstrate that the student is in a position to independently analyse and assess a topic within the field of oral implantology within a prescribed period using scientifically recognised methods.							
Frequency of module:	each semester						
Duration of module:	6 months						
Requirements for participation in the module:	Module 'Basic theory I'						
Language of course and examinations:	English or German						
Student record (performance certificates / attendance record)							
Final module examination and examination format:	Completion of thesis and thesis presentation						
Requirements for attaining CP:	Passing of final module examination						
Module supervisor:							
Teaching units:	Type	SWS	Semester / CP				
			1	2	3	4	

Preparation time: 550 hours

Processing time: 50 hours

Calculation of CP for the Master's study programme 'Master of Oral Implantology'

Module	CP
Basic theory I	9.0
Basic theory II	9.0
Surgical techniques	10.0
Implant prosthetics	10.0
Placement	9.0
Supervision	3.0
Patient treatment	20.0
Masterthesis	20.0
Total	90