

Official Notification

38th year, no. 20

**Study and Examination Regulations
for the Postgraduate and Further-Education Programme MBA Renewables
(MBA/RE/FSI)
of Department I
of Beuth University of Applied Sciences Berlin**

of May 18, 2017

Based on § 23 para. 1 no. 3 of the bylaws of the Beuth University of Applied Sciences Berlin of March 26, 2007 (Official Notification 20/2011, BeuthHS-GrO) in conjunction with §§ 7a, 71 of the Berlin Higher Education Act (BerlHG), as amended in the revised notification of July 26, 2011 (GVBl. p. 378), last amended by law dated on May 9, 2016 (GVBl, p. 226), the Faculty Council of Department I of the Beuth University of Applied Sciences in Berlin on May 18, 2017 decided on the subsequent study and examination regulations for the postgraduate and continuing Master's degree programme *MBA Renewables* (MBA/RE/FSI) of Department I of the Beuth University of Applied Sciences Berlin; in accordance with §13 para.1 no. 5 of BeuthHS-GrO in conjunction with §§ 7 a, 61 of the Berlin Higher Education Act (BerlHG), the Academic Senate gave a statement of approval on June 22, 2017. On June 23, 2017 the university administration confirmed these regulations in accordance with § 90 para. 1 of the Berlin Higher Education Act (BerlHG).



**Study and Examination Regulations
For the Postgraduate and Further-Education Programme
MBA Renewables (MBA/RE/FSI)
of Department I
of the Beuth University of Applied Sciences Berlin**

Contents

Part A: Study Regulations

§ 1 Scope	3
§ 2 Validity of Framework Regulations and the Plan for the Advancement of Women	3
§ 3 Study Goal	3
§ 4 Admission Requirements	5
§ 5 Student Workload and Credit Points	5
§ 6 Course Outline and Course Contents	5
§ 7 Realisation of the Degree Programme	6

Part B: Examination Regulations

§ 8 Final Thesis	7
§ 9 Examination Language.....	7
§ 10 Examination Regulations.....	8
§ 11 Degree.....	9
§ 12 Fees	9
§ 13 Coming into Effect.....	9

Attachment 1 Curriculum.....	10
Attachment 2 Equivalence List.....	12

Part A: Study Regulations

§ 1 Scope

- (1) These regulations apply to all students in the postgraduate and further-education Master's degree programme MBA Renewables who begin their studies with the first curriculum-planned semester in the winter semester 2017/18.
- (2) For students who took up this course of study before these regulations came into effect the study and examination regulations of 17/7/2014 (A.M. 10/2015) apply. These will expire as of 30/9/2020. Students who have not completed their studies by this date will become subject to the new regulations in accordance with the equivalence list.
- (3) The Distance Learning Institute (FSI) sets up the course offer in such a manner that all students who become subject to the new study and examination regulations are able to complete their studies within the standard period of study.
- (4) The equivalence list (appendix: equivalence list) is a component of these regulations.

§ 2 Validity of Framework Regulations and the Plan for the Advancement of Women

- (1) The provisions for the framework regulations for studies and examinations of the Beuth University of Applied Sciences Berlin in their respectively valid form are a component of these regulations.
- (2) Upon written application with stated reasons students who, due to a documented disability or a chronic illness, have a disadvantage compared to their fellow students are granted adequate facilitations in their application process, their studies and/or their exams. Moreover, the provisions regarding the compensation of disadvantages stated in the framework regulations of studies and examinations at the Beuth University of Applied Sciences Berlin apply in their respectively valid form.
- (3) The effective action plans for the advancement of women of Faculty I and the Institute for Distance Learning (FSI) have to be observed.

§ 3 Study Goal

- (1) The study goal is to enable graduates of this degree programme to apply methods and tools in the management of renewable energy and energy-efficiency projects. Upon successful completion of the degree programme students should be capable of performing the following tasks:



- solve interdisciplinary tasks in an integrated approach within the environment of the management of companies in the field of renewable energy and energy efficiency
 - classify, assess, analyse, interpret, evaluate and choose valid methods and procedures concerning the management of renewable types of energy and energy efficiency projects
 - apply economic and legal instruments to projects in the field of renewables and energy efficiency applications
 - work on their own responsibility and/or in leading positions of industry, commerce, consultancy, economy, associations and governmental as well as non-governmental organisations
 - work economically, in a market- and problem-oriented way, especially in the management of internationally-focussed companies.
- (2) The distance learning Master's programme "MBA Renewables (MBA RE)" imparts advanced interdisciplinary knowledge on project and quality management in an intercultural context to graduates with an engineering or business-administration background. The students get to know the interrelations of all complex processes in national and international projects and the departments involved in these processes. The interdisciplinary knowledge imparted under the special and connecting aspect of introducing new resource-saving technologies originates from the following fields:
- technologies – systems and applications (renewables and energy efficiency)
 - corporate management, international management
 - market analysis, market development and marketing
 - controlling and accounting
 - financial management
 - quality management and value-added chains
 - energy policy and framework conditions
 - project management
 - human resource management
 - economic and contract law
 - communication
 - research methods
 - methodological expertise, social and media competence
- (3) In view of the complex legal framework conditions in different countries, support mechanisms and contract design are dealt with against the background of the legislation in the EU and the USA. As far as the increasing cost pressure on the energy market, the requirements of international conventions and national voluntary commitments are concerned, the "MBA Renewables" fills a gap in the growing markets of renewables and energy management.
- (4) Both upstream and downstream of the value creation chain possible spheres of action unfold in the environment of the management of renewables and the increase of energy efficiency:



- installation, operation, maintenance (supplier)
- supply industry
- manufacturer of components
- distribution
- industry and trade (customers)
- planning
- project development
- project coordination
- energy advisors
- energy providers and common carriers
- communities
- investors and credit institutions
- insurance companies and law firms
- project developers
- interdisciplinary areas
- industrial and energy associations
- non-governmental and governmental organisations (NGOs / GOs)
- energy agencies

(5) In addition, graduates will be qualified for working in the senior civil service.

§ 4 Admission Requirements

- (1) Admission requirements apply in compliance with the respectively valid regulations for admission and enrolment at the Beuth University of Applied Sciences Berlin (OZI).
- (2) Admission requirements for this degree programme are, moreover, laid down in separate admission regulations.

§ 5 Student Workload and Credit Points

- (1) Credit points are assigned to the individual modules in accordance with the European Credit Transfer and Accumulation System (ECTS).
- (2) One credit point corresponds to 25 hours of student work.

§ 6 Course Outline and Course Contents

- (1) The distance learning programme to earn a Master's degree consist of a five-semester standard period of study and comprises 90 credit points.
- (2) Admission occurs on the basis of a sufficient minimum number of participants and in accord with the currently valid fee regulations that apply to this degree programme. Admission for the 1st curriculum-planned semester occurs on an annual basis in the fall semester. Each module is offered once a year in accord with the curriculum. This does not apply to required elective modules.



- (3) The degree programme is carried out as laid down in the curriculum. The appendix *Curriculum* is a component of these regulations.
- (4) As a general rule a Master's degree requires in total 300 credits, including the credits of the preceding Bachelor's degree programme. For Bachelor's degree programmes which amount to fewer than 210 credits additional modules will be determined by the dean of Department I. This or these modules have to be
- (5) successfully completed by the students before they are permitted to start writing their Master's thesis. The applicant will be informed in writing about these details by the dean of Department I.
- (6) The faculty council of Department I defines in the module descriptions the technical and organizational design of the modules and the associated examination modalities. The module descriptions are a component of these regulations and are posted on the website of the Beuth University of Applied Sciences Berlin.

§ 7 Realisation of the Degree Programme

- (1) The course contents of the individual modules of the programme are imparted in the form of distance teaching. Relevant material and tutorial support are provided. The modules are offered in English.
- (2) In order to be able to participate in the distance learning programme students have to have access to the Internet. Furthermore, they should have the appropriate hard and software equipment. This is in the responsibility of each student. Telecommunication fees arising in connection with distance learning are not paid by the Beuth University of Applied Sciences Berlin.
- (3) The following forms of learning are provided in distance learning:

Self-Studies

Self-studies are carried out with the help of interactive, multimedia-based distance learning modules being available through the Internet in a learning management system. The independent acquisition of knowledge on this basis is the main form of distance learning. It is supplemented by other forms of learning or events.

Exercises and Self-Monitoring Tasks

The distance learning modules include exercises. On the one hand, these exercises should help the students to increase and consolidate the knowledge acquired; on the other hand they are very useful as a preparation for the assignments to be handed in as a preparation for the completion of the examination module. By solving the exercises students can see how much



progress they have made. Whether the answers are correct or not is either shown automatically (e.g. by multiple choice) or by presenting a standard solution.

Online Lectures

Online lectures are usually conducted by way of a web-conferencing system. At the time these online lectures are offered, selected aspects of the module content are treated in greater detail; moreover, students have the opportunity to ask their questions directly via chat or orally. Online lectures serve to increase and consolidate the learning materials as well as prepare students for passing the midterm and final examinations – see §10 (2) and (3) below. All online lectures are usually recorded and then provided offline to the students through the Learning Management System.

Part B: Examination Regulations

§ 8 Final Thesis

- (1) The Master's thesis has to be completed within five months unless decided otherwise by the examination committee.
- (2) The student submits an application for admission to the final examination and for issuance of a topic. The application for admission is accepted if the following requirements are met:
 1. All modules required according to the respective study and examination regulations have been completed and documentation thereof has been provided with the exception of the final examination module or
 2. No more than 25 credits including the final thesis still need to be provided; moreover, successful completion in the semester following the application is possible and expected.
- (3) The application for initiation of the final examination process generally has to be filed within two years after the successful completion of all modules. If the student does not apply within two years to have the final examination process initiated, then initiation of the process as well as the assignment of a supervising teacher and of a topic will be carried out by the examination committee.

§ 9 Examination Language

- (1) Examinations are taken in English.
- (2) Papers and presentations as well as the Master's thesis have to be written in English.



§ 10 Examination Regulations

- (1) In each module, both a midterm examination and a final examination must be completed. Successful completion of the midterm examination is a prerequisite for participation in the final examination process in the respective module. If a midterm examination is awarded the grade "not sufficient", then the entire module is designated as failed.
- (2) Midterm examinations should monitor the student's learning progress. They consist of one or a combination of the following types of assessment activities:
 - Assignments to be submitted
 - Individual project work
 - Group project work
 - Written examinations under supervision
 - Peer-review assignments
- (3) Final examinations consist of one or a combination of the following types of assessment activities:
 - Online exams
 - Written examinations under supervision
 - Online group presentations
 - Project work
 - Oral examinations on an individual (case-by-case) basis
- (4) The instructor is to announce by the beginning of the semester how the final course grade is determined.
- (5) In addition to the curriculum the following items will be set up by the beginning of each semester:
 1. The deadlines for submitting midterm examinations
 - and
 2. The dates for the final examinations
- (6) The examination period for the postgraduate and further-education Master's degree programme MBA Renewables generally takes place in March and September. If midterm or final examination performances or parts of the Master's final examination process need to be rescheduled or repeated outside the official time frame of the semester in which the course-assessment performance is scheduled to take place, this is possible only in compliance with the curriculum regulations.

§ 11 Degree

On the successful completion of the postgraduate and further-education MBA programme the following degree is awarded:

“Master of Business Administration (MBA)”

§ 12 Fees

In addition to the fees and contributions due for enrolment and re-enrolment into the degree programme, a fee has to be paid according to the fee regulations issued for this programme.

§ 13 Coming into Effect

These regulations come into effect a day after their publication in the Official Notification of the Beuth University of Applied Sciences Berlin and will apply to the winter semester 2017/18.

Berlin, May 18, 2017
Beuth University of Applied Sciences Berlin

Attachment 1 Curriculum

Module No.	Module Title	Sem.	Assess.	CP	C / E	Service-providing cluster
M01	Renewable Energy and Energy Efficiency Systems and Concepts	1	D	5	C	Separate degree programme
M02	Energy Policy and Economic Framework	1	D	5	C	Separate degree programme
M03	Accounting	1	D	5	C	Separate degree programme
M04	International Business Law	2	D	5	C	Separate degree programme
M05	Investment and Financing	2	D	5	C	Separate degree programme
	<i>Elective</i>	2	<i>D</i>	5	<i>E</i>	<i>Separate degree programme</i>
M06	Project Management	3	D	5	C	Separate degree programme
M07	Marketing Analysis and Instruments	3	D	5	C	Separate degree programme
M08	HR and People Management	3	D	5	C	Separate degree programme
M09	International Management	4	D	5	C	Separate degree programme
M10	Integrated Business Plan Development	4	D	5	C	Separate degree programme
M11	Advanced Research Methods	4	D	5	C	Separate degree programme
	<i>Elective</i>	4	<i>D</i>	5	<i>E</i>	<i>Separate degree programme</i>
M12	Final examination process	5	D	20	C	Separate degree programme
M12.1	Master's Thesis	5	D	15	C	Separate degree programme
M12.2	Oral Final Examination	5	D	5	C	Separate degree programme

In the second and fourth semester of the curriculum respectively students choose one elective module.



<i>Elective Modules</i>						
<i>Module No.</i>	<i>Module Title</i>	<i>Sem.</i>	<i>Assess.</i>	<i>CP</i>	<i>C/E</i>	<i>Service-providing cluster</i>
<i>E01</i>	<i>Advanced Practical Renewable Energy and Energy Efficiency Implementation</i>	<i>2 and 4</i>	<i>D</i>	<i>5</i>	<i>E</i>	<i>Separate degree programme</i>
<i>E02</i>	<i>Quality and Supply Chain Management</i>	<i>2 and 4</i>	<i>D</i>	<i>5</i>	<i>E</i>	<i>Separate degree programme</i>
<i>E03</i>	<i>Advanced Renewable Energy Technologies</i>	<i>2 and 4</i>	<i>D</i>	<i>5</i>	<i>E</i>	<i>Separate degree programme</i>
<i>E04</i>	<i>Energy Management and Energy Efficiency</i>	<i>2 and 4</i>	<i>D</i>	<i>5</i>	<i>E</i>	<i>Separate degree programme</i>
Information on the required elective module:		Provisions for further modules as required elective modules can be made in accordance with a resolution of the faculty council of FB I.				

Annotations/Abbreviations:

C/E	Compulsory module / Elective module
CP	Credit points (1 CP = 25h workload)
D	Differentiated Assessment (grade 1.0 - ... - 5.0)
Sem.	Semester of the curriculum
Cluster	Department respectively field of study based upon which the course offer is provided.

Attachment 2 Equivalence List

Old Study Regulations Official Notification No. 10/2015 Master degree programme MBA Renewables				
Module No.	Module Title	Semester	CP	C/E
M01	Renewable Energy and Energy Efficiency Systems and Concepts	1	5	C
M06	Social and Media Skills*	1	5	C
M02	Energy Policy and Economic Framework	1	5	C
M03	Accounting	1	5	C
E01	<i>Advanced Practical Renewable Energy and Energy Efficiency Implementation</i>	<i>2 and 4</i>	5	<i>E</i>
E02	<i>Quality and Supply Chain Management</i>	<i>2 and 4</i>	5	<i>E</i>
M04	International Business Law	2	5	C
M05	Investment and Financing	2	5	C
M07	Project Management	3	5	C

New Study Regulations Official Notification No. 20/2017 Master degree programme MBA Renewables				
Module No.	Module Title	Semester	CP	C/E
M01	Renewable Energy and Energy Efficiency Systems and Concepts	1	10	C
M02	Energy Policy and Economic Framework	1	5	C
M03	Accounting	1	5	C
E01	<i>Advanced Practical Renewable Energy and Energy Efficiency Implementation</i>	<i>2 and 4</i>	5	<i>E</i>
E02	<i>Quality and Supply Chain Management</i>	<i>2 and 4</i>	5	<i>E</i>
M04	International Business Law	2	5	C
M05	Investment and Financing	2	5	C
M06	Project Management	3	5	C



M08	Marketing Analysis and Instruments	3	5	5
M09	HR and People Management	3	5	5
M10	International Management	4	5	5
E03	<i>Advanced Renewable Energy Technologies</i>	<i>2 and 4</i>	5	E
E04	<i>Energy Management and Energy Efficiency</i>	<i>2 and 4</i>	5	E
M11	Integrated Business Plan Development	4	5	5
M12	Advanced Research Methods	4	5	C
M13.1	Master' Thesis	5	15	C
M13.2	Oral Final Examination	5	5	C

M07	Marketing Analysis and Instruments	3	5	C
M08	HR and People Management	3	5	C
M09	International Management	4	5	C
E03	<i>Advanced Renewable Energy Technologies</i>	<i>2 and 4</i>	5	E
E04	<i>Energy Management and Energy Efficiency</i>	<i>2 and 4</i>	5	E
M10	Integrated Business Plan Development	4	5	C
M11	Advanced Research Methods	4	5	C
M12.1	Master' Thesis	5	15	C
M12.2	Oral Final Examination	5	5	C

*Anyone who has not successfully completed Module 6 at the time of transition to the new study regulations can take a different required elective module in its place.