

Assessment Regulations

LUNEX

Applicable to all Master's degree programmes

Valid from 1st of October 2025

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I. General provisions

§1 Scope

LUNEX S.A., hereinafter referred to as 'LUNEX', is an accredited "établissement d'enseignement supérieur spécialisé" (University of Applied Sciences) recognised by the Ministry of Research and Higher Education in Luxembourg. These Assessment Regulations apply across all accredited Master's degree programmes offered by LUNEX.

§2 Objective and purpose of the programme of study

1. The Master's degree programme is a postgraduate programme of study at least 60 ECTS credits and not more than 180 ECTS credits, subject to obtaining a total of at least 300 ECTS credits, including bachelor's degree, leading to an advanced academic certification at European Qualifications Framework (EQF) level 7.
2. The Master's programme is a specific degree that provides students with a defined sequence of study. The degrees are innovative and aim to develop postgraduates with the key practical and advanced skills and interdisciplinary knowledge to address today's pertinent challenges. The individual degrees prepare the student for a professional career and impart the relevant specialist knowledge and methods. They enable the student to work in an academic manner, and they promote responsible conduct and employability.
3. Any study programme is intended to impart to the student the application-orientated content of the subject studied based on academic insights. By way of the qualification, the student is to be equipped with a critical and advanced understanding of the most important theories, principles and methods specific to his/her programme of study and is to be rendered capable of deepening his/her knowledge independently. By imparting specialist, methodological and social skills, the student is to be rendered capable of applying his/her knowledge and understanding to a profession and to formulate and further develop solutions to complex problems and lines of reasoning in his/her specialist field. Furthermore, by the end of the programme the graduate is expected to be capable of collecting, evaluating and interpreting relevant information particularly within the parameters

of his/her programme of study and to derive scientifically informed judgements from this that reflect societal and ethical considerations.

§3 Master's degree

Once all the examinations have been passed, LUNEX awards the academic "Master's" degree with a specific adjunct that identifies the specialist field or the focus of the study programme.

§4 Duration and structure of the study programme, modular system

1. The standard period of study for Master's degree programmes is four semesters including internship experience, where applicable.
2. The subjects specific to a programme of study are delivered in module format. The individual modules shown in the Module Handbook consist of study units that are distinct in terms of content and theme being composed of various taught sessions and directed learning and aligned with the qualifications necessary for the respective degree programme. These encompass both specialist knowledge and application- specific, methodological and core skills. Modules are composed of events that adopt various forms of teaching and learning and are completed during one or more semesters. During the programme of study, each module generally includes an independent assessment(s) that is specific to the content of that module.
3. LUNEX uses credit points consistent with the European Credit Transfer System ¹(ECTS). A total of 120 credits, generally distributed over four semesters in accordance with the scheduled standard study period, are needed to successfully complete the Master's s degree study programme. These are a quantitative measure of the student's total workload. They encompass both lecture periods (attendance-based study) and time spent on preparing for and following up on lectures and teaching content (self-study), examinations and examination preparation, including the Master's dissertation. One credit is considered to equate

¹ https://op.europa.eu/en/publication-detail/-/publication/da7467e6-8450-11e5-b8b7-01aa75ed71a1?utm_source=chatgpt.com
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to approximately 25 hours of work on the part of the student (notional student workload- NSW).

Based on 25 hours per one ECTS credit, the NSW for one academic year spans 1,500 hours. The total volume of the study programme corresponds to an NSW of 3,000 hours.

4. The exception to the above are students who qualify for STUDENT ATHLETE STATUS (§21) or who are studying a part time degree (§21). Both student groups are exempt from §4.1. (study duration) and §4.3. (credit semester distribution).
5. Students who may have adapted programmes due to academic performance may also be allocated an altered ECTS credit number based on the decision made at the relevant Exam Board each semester.

§5 Admission to the programme of study

1. Eligibility for a programme of study leading to a Master's degree certification is subject to the possession of a Bachelor degree as specified in the accreditation regulations. Other educational qualifications provide eligibility to a programme of study if their equivalence is recognised by legislative provision or by the relevant ministry.
2. Enrolment may be refused if the applicant
 - a. fails to demonstrate linguistic English proficiency or
 - b. fails to pay dues and fees in a timely manner or
 - c. has left another higher education institution or university because the latter has revoked or withdrawn enrolment or
 - d. is engaged in an incomplete examination procedure at another higher education institution or university or
 - e. has not definitively passed an examination required for continuation of study or a comparable examination specific to the programme of study or a comparable programme of study at another higher education institution or university or has forfeited entitlement to such examination therein.
3. In the instance of a previous programme of study, a deregistration certificate or a clearance certificate pertaining to the previous programme of study is required.
4. Admission is to be revoked if failure relevant to the admission becomes known after admission has been processed.

5. The Examination Board places rules on admission. Furthermore, in specific, exceptional cases, the Chair of the Examination Board can declare provisional admission on the proviso that any missing certificates required for admission are subsequently submitted. If the certificates are not submitted in their entirety within a maximum of two months following commencement of the programme of study, provisional admission is to be cancelled, and enrolment revoked without reimbursement of paid fees.

§6 Equivalence / Accreditation of prior learning and experience

1. It is possible for potential and/or existing students to have learning undertaken at other universities or equivalent institutes of higher education, recognised by LUNEX. This would be the case if an applicant has already been awarded ECTS credits for completion of relevant learning at another university or equivalent institute of higher education, either before the beginning of his/her course of studies at LUNEX, or as part of an exchange programme or semester abroad, or experience of greater than 3 years.
2. Full details of the process for accreditation of prior learning are provided in the Policy for the Accreditation of Prior Learning and Experience (APLE).

§7 Confidentiality

Students undertake to maintain absolute confidentiality with respect to all personal information to which they access and/or become aware of privy at LUNEX. This confidentiality requirement includes information about individuals whom students may encounter during internships and/or practice-based learning. This obligation of confidentiality continues to apply beyond the cessation of this contractual relationship. This confidentiality obligation, as outlined in the present §7, does not affect the students' rights to disclose information when legally required and/or when reporting in accordance with applicable internal regulations, provided that they comply with the confidentiality obligations established by law and/or the relevant internal policy.

§8 Copyright

If, in individual instances, study materials are provided by LUNEX, these are protected by copyright and are intended only for the personal use of the students. Sharing study documents or making them publicly accessible – even in excerpted form – is not permissible without the express written consent of LUNEX and is subject to civil and criminal prosecution. Student recording of lectures and other teaching provisions is not permitted, unless prior express consent has been agreed with the module coordinator and the relevant lecturer and then approved by the LUNEX Data Protection Officer. Any recordings (audio, video or both) need to follow the regulations related to GDPR to protect all participants within the recording.

II. Examination system

§9 Examination Board

1. The Examination Board, comprising members of the academic departments and the Examination Office, organises the provision of examinations and carries out the tasks assigned by virtue of these Assessment Regulations. The Chair, relevant programme leaders, members of the Exam Office and Student Support Officers are members of the Board. Other staff including Head of Departments and Directors may optionally be present during the Examination Boards.
2. The Examination Board monitors compliance with and proposes changes specific to the Examination and Assessment Regulations.
3. The Examination Board stipulates which exam invigilators may be involved during examinations.
4. The Examination Board does not convene publicly. However, its meetings are minuted, and these minutes stored electronically.
5. Its members and their representatives are obliged to maintain confidentiality. A quorum of three members with voting rights or their representatives is required to rule on decisions. When votes are cast the decision is ruled based on a simple majority of the votes of the members in attendance. In the event of a tied vote, the Chair of the Examination Board casts the deciding vote. He/she convenes the Examination Board sessions, conducts them and executes the resolutions that are adopted therein. He/she carries out the tasks assigned by the Examination Board.

6. Whilst the majority of Examination Board activity will be enacted by the Board itself, there may be rare occasions where this is not possible. The Chair's action on matters of importance will be taken only where the delaying of a decision would disadvantage the University or the student.
7. The Chair of the Examination Board will exercise his/her powers to act between scheduled meetings on:
 - items of routine business that would normally not merit discussion at the meeting;
 - matters relating to the implementation of decisions which have already been approved at previous meetings;
 - issues which arise that, in the view of the Chair, are too urgent and important for consideration to be deferred until the next scheduled meeting. In such cases, the Chair has authority to take action, which may take the form of:
 - calling a special meeting for the committee;
 - consulting with members of the committee by correspondence;
 - taking Chair's action.
8. The Examination Board reserves the right to decide on objections to rulings of the Chair of the Examination Board.
9. The Examination Board can accord the Chair of the Examination Board revocable authorisation. The Chair of the Examination Board prepares the resolutions of the Examination Board and executes them. He/she assumes responsibility for conducting day-to-day business and provides reports on this activity to the Examination Board on an ongoing basis.
10. The Examination Board has the right to authorise the respective programme leader to create individualised study plans for students to ensure best opportunity for the study to succeed in their study programme.
11. The Exam Office ensures that students are notified of the date and time of the examination in a timely manner.

§10 Examiners and assessors

1. Programme leaders and/or module coordinators appoint the examiners and invigilators. The examiners and invigilators usually are to be appointed from among

the academic members of LUNEX and from among the visiting lecturers teaching the programme of study who offer classes in the examination subjects. Section (2) below sets forth further provisions. The Examination Board has the right to reject the appointment of an examiner or invigilator if they deem him/her unsuitable for this role. The Teaching and Learning Council can decide whether appropriately qualified teaching staff from other education institutions or universities are eligible to perform the role of examiner. Should an examiner have left the LUNEX academic team, he/she may be appointed as an examiner for a period of two years following his/her departure.

2. Teaching staff who are not authorised to carry out independent teaching, as well as individuals who have training and hands-on professional experience, are eligible to perform the role of examiner in appropriate examination subjects. As a rule, examiners must hold the qualification to be established by way of the examination in question or an equivalent qualification. The Examination Board is to decide on exceptions to this rule.
3. Both, examiners and invigilators are obliged to maintain confidentiality.

§11 Admission to examinations, examination category, type and scope

1. Students who are registered to a module according to their study plans are eligible to participate in module assessments.
2. The first assessment of a module generally falls within the semester in which the module has been taught.
3. A module can consist of multiple subject areas or multiple assessments. In order for a student to pass the overall module, all assessments have to be passed, unless the module is eligible for assessment compensation (§23, point 3).
4. The following examination variants are possible: written examination, oral examination, practical examination, written assignments, project work, dissertation, portfolio, lectures or presentations (details §12). The particulars are set out in the descriptions of modules in the Module Handbook. The content and scope of the examinations, as well as their relative weight in terms of credits, are defined in the respective descriptions of modules in the Module Handbook. The same applies in the instance that an examination consists of various examination types.

Examinations are held in English, which is also the language of instruction at

LUNEX.

5. A student has the right to appeal in writing the examination/assessment decisions. Appeals are to be addressed to the Chair of the Examination Board including evidence supporting their appeal and must be submitted within 10 working days of the grade publication.
6. In specific cases, modules may include mandatory components of a formative nature to confirm their completion of the module. In the case of non-completion of formative components, students will have the opportunity to complete these components during the following available repeat of the module. Summative marks will be withheld until the mandatory/formative components are completed satisfactorily.
7. Any attempt to participate in module assessments when not registered for the module will be considered Academic Misconduct and students will follow the standard procedure for disciplinary measures in these cases.

§12 Individual examination types

1. Module learning outcomes can be assessed in a variety of different ways (§ 11). These are chosen on the basis of students' general learning requirements over the course of a programme, as well as of the content of individual modules.
2. Written examinations serve to establish that the student is in a position to work through a question/set of questions within a limited time frame, either without or with the aid of stipulated aids and under invigilation, applying methods commonly encountered in the subject area, and to demonstrate his/her analytical and methodological skills specific to the resolution of the problem. Written examinations may be completed using appropriate online/digital assessment software. A minimum of 60 minutes, and a maximum of 240 minutes, are allowed for this. In individual cases, the Examination Board can stipulate that the multiple-choice method is appropriate in written examinations, provided this type of examination is appropriate to adequately assess the learning outcomes upon which the examination is based.
3. Oral examinations may incorporate practical tasks. They are conducted either on an individual basis or in a group setting. The results of the oral examination are documented by way of a marking/feedback matrix and signed by the examiner.

When not gaining an unfair advantage, students completing the same assessment may be in attendance as audience members. The module coordinator can determine the appropriateness of this attendance. After obtaining consent from the student(s) being assessed, video and audio recording of the oral examination is recommended. Recordings are not part of the formal feedback procedure for students and are used for quality assurance and moderation purposes.

4. Written assignments are a form of module assessment which requires the student to work independently through assigned topics, problems or exercises. They commonly involve a literature search, the preparation and presentation of the argument in a coherent structure and the development of a typed manuscript in appropriate academic style, including reference to relevant scientific literature on the topic.
5. Portfolios are a form of assessment that allows the student to provide evidence of personal and professional skill development.
6. Presentations are a form of assessment delivered with the aid of appropriate resources and may include a viva voce (viva). After obtaining consent from the students being assessed, video and audio recording of the oral examination is recommended. Recordings are not part of the formal feedback procedure for students. Students will receive their marksheets with feedback in writing and may follow the standard procedure of Exam Viewing. In the case of additional queries following Exam Viewings, students may request information from the Examiner. Examiners may determine whether viewing the video together with the students will provide additional clarity to queries, but written feedback should be extensive and as detailed as possible for students to review. All recordings will be deleted following the semester Examination Board once marks have been confirmed.
7. Digital assessments are a form of module assessment which requires the student to work through a set of questions in class online, using an electronic device, such as an iPad.

§13 Regulations for written examinations

1. Written examinations require that responses are clearly legible and are produced using an ink pen or ball pen, or LUNEX-approved online assessment software. Illegible portions cannot be graded, nor are examinations written in pencil permitted.
2. Students may leave the examination room to use the restroom. Only one person at

a time may leave the examination room for this purpose and the answer sheet must be handed over to an invigilator or the iPad stored by the invigilator until the student returns to the venue.

3. Any additional sheets of paper that are written upon or left blank, as well as the written examination itself must be submitted to the invigilators at the end of the examination.
4. The student must ensure that his/her submission of the answer sheets is documented, by signing the attendance form at the end of the exam. This also applies if the answer sheets are handed in before the official end of the exam.
5. Mobile phones and/or other electronic communication devices (e.g. smart watches) are to be switched off during examination and stored along with jackets/bags which are to be left in the designated area of the examination room. In the case of ears not being visible to the invigilators (for example, due to head coverings, or hair), invigilators are permitted to ask students to briefly expose their ears to confirm that headphones are not being obscured. Students have the right to request that an invigilator of the same sex perform this inspection in the case of religious restrictions.
6. Exam aids that have not been approved are not allowed on the examination premises. Students are not allowed to borrow examination support materials from each other. Any permitted exam aids at the examination are specified by the module coordinator and they are printed on the cover page of the examination papers. All possession/use of exam aids that are not allowed will be considered as an attempt at cheating.
7. Non-specialist dictionaries, with the exception of electronic dictionaries, are generally permitted to facilitate translation in written examinations.
8. Students are only permitted the use of a standard, non-scientific calculator, unless stipulated by the module coordinator and written on the examination paper.
9. Eating and drinking are generally permitted during the examination; students must ensure that this does not cause a disturbance. Any sources of noise must be removed should this be the case.
10. Students who arrive late for an examination may still take the examination within the first 30 minutes after the exam start. However, they will not be granted extra time. In the case of Personal Extenuating Circumstances ('PECs') § 22 applies.

§14 Regulations for written assignments

1. Assessed work should not exceed the prescribed word limit stated in the assessment guidelines for individual modules. The word limit includes everything in the main body of the text (e.g. headings, citations, quotes, lists, etc.). The list of references, tables, appendices and footnotes are NOT included in the word count.
2. Exceeding the word limit by more than 10% results in a maximum mark of 50% or a pass (10/20), unless approved by the module coordinator.

§15 Regulations for practical and oral examinations

1. For practical examinations students are required to attend their specifically allocated examination date and examination time. This can comprise one or more students. The examination schedule is organised by the module coordinator.
2. Changing the date, time and partner for the practical examination is not permitted, unless this is authorised by the module coordinator prior to the assessment.
3. Students are required to adhere to the examination code of conduct. Failure to comply with these regulations may result either in a penalty or in severe cases in the exclusion of that examination.
4. Each student's performance and results are documented in the Examination Feedback Sheet. The Feedback Sheet can be viewed by students, upon request at the Examination Office, within four weeks of the publication date of the results.
5. After obtaining consent from the students being assessed, video and audio recording of the practical or oral examination is recommended. Recordings are not part of the formal feedback procedure for students (see §12).

§16 Formal examination procedure

1. Programme leaders and/or module coordinators determine examination dates. The Exam Office announces the dates no later than two weeks before commencement of the respective examination.
2. Students are automatically registered for examinations in all study programme-related modules based on the standard or adapted study programme of the individual students. The list of registered students is presented at the entrance to the

exam venue, and any attempt to enter a venue when not registered is considered Academic Misconduct.

3. On the day of examinations students are required to present their LUNEX student identity card. Failure to present the student identity card will result in students being unable to complete the examination and will result in a zero score.

§17 Exam dates and deadlines

1. Students are responsible for presenting themselves for an exam on the specified exam date. If they fail to present themselves they will be given a mark of zero (fail) unless:
 - a. An application to defer the examination has been approved by the respective programme leader at least one week before the date of the exam;
 - b. an application for 'Personal Extenuation Circumstances' (PEC; §22) has been submitted and approved (within one week after the date of the exam).
 - c. together with the PEC application they provide evidence in writing that their failure to attend was due to circumstances beyond their control. In the case of ill health, the original doctor's certificate needs to be submitted to the examination office within seven (7) working days
2. No late submissions will be accepted. The resulting mark is a fail unless an 'Extension Request' (§22, form downloadable from the LUNEX Student Service portal) has been submitted to the Examination Office before the submission deadline and it was approved by the Module Coordinator.

§18 Academic Misconduct, breach of regulations

1. A module assessment is deemed to have been awarded a "fail (<10/20 or <50%)" by the Examination Board if the student disrupts the regular course of the examination and is, therefore, excluded from continuing to sit the examination by the respective examiner or the respective invigilator.
2. If there is a case of Academic Misconduct, the regulations governing Academic Misconduct are applied. LUNEX uses a summative penalty procedure where in serious cases or in the instance of reoccurrence the student may be deregistered.
3. Each instance of Academic Misconduct and breach of regulations is formally documented by the Examination Board.

§19 Failure of assessments

Students have a total of four (4) attempts for all module assessments. Any attempt following the first one is only granted in the case of a failure of the previous attempt. Results for all attempts following the first one are capped at 50% (10/20 pass).

§20 General academic progression – Full time study

1. In general, the total achievable number of ECTS credits per academic year are 60 ECTS credits (30 ECTS/semester).
2. At the end of the first year of study, students who do not achieve a minimum of 50% of ECTS allocated to the modules of their degree programme will be de-registered (Exceptions to this rule are Student-Athletes).
3. Specific programme progression regulations, including pre-requisites, are provided in the specified programme handbook.
4. All modules within the individual LUNEX degree programmes must be passed.
5. The pass mark for all modules is 50% (10/20).
6. Failed assessment must be re-attempted at the next available scheduled date in the LUNEX calendar.
7. Failing to pass (validate) a module's assessment within four (4) attempts leads to de-registration from the degree programme.
8. Repeating a module assessment that has been passed is not permitted.
9. Modules which require a pre-requisite can only be taken once the pre-requisite module(s) have been passed.
10. A student may graduate with a Master's degree within a maximum of four (4) years. Pre-approved semesters or years of absence, part time students and students with student athlete status are not included in these four (4) years.

§21 Academic progression (Part Time/Student Athlete Status)

1. The same academic progression criteria presented in §20 applies to students studying on a part time basis and students awarded the Student Athlete Status but is adapted based on allocated ECTS credits per semester.
2. Student may graduate with a Master's degree within a maximum of four (4) years. Pre-

approved semesters or years of absence are not included in these four (4) years.

§ 22 Consideration for academic disadvantage and ill health

1. In situations where a student can identify exceptional circumstances that will inhibit them from completing an assessment in advance, an “Exam Deferral Request Form” should be submitted to the Exam Office a minimum of one (1) week prior to the examination. This request must be approved by the programme leader.
2. If a student experiences personal circumstances which are unforeseen and unpreventable that have a serious effect on their ability to engage with their studies, or to perform in an assessment, they can apply for one of two mechanisms to be used to compensate for this situation.
 - 2.1. The student must submit an **‘Extension Request’ Form** before the submission deadline of a written module assessment. An appropriate medical certification, or other relevant evidence confirming the circumstances must be provided. Module coordinators are responsible for the authorisation of an extension.
 - 2.2. If a student feels that the circumstances are likely to significantly affect his/her performance in one or more examinations or other assessments, then the student can submit a **‘Personal Extenuating Circumstances (PECs) Application’**.
 - a. A PECs claim must be submitted in writing within seven (7) days of a module assessment.
 - b. An original medical certificate or other relevant evidence confirming the circumstances must be provided.
 - c. If a student is unable to submit work by the assessment deadline, or to attend an examination, because of extenuating circumstances he/she must register intention to submit a **PECs** application to the Examination Board.
 - d. **PECs** applications received later than seven (7) days after the module assessment date will not be considered unless there is evidence of a valid reason for applying late.
 - e. Where personal extenuating circumstances cause a student to be absent for up to five (5) working days during teaching, it will normally be expected that the student compensates through additional study.

- f. The procedure for late approved submission should be used to request a short extension to the assessment deadline for coursework.

2.3. PECs applications require the support of the relevant Programme Leader or Head of Department and are considered by the Examination Board. Possible outcomes are as follows:

- a. If the module is passed no action will be taken.
- b. The student is given an additional assessment opportunity. If the affected assessment is a repeat assessment, the student may be permitted to be re-assessed as if for the first time.
- c. In exceptional cases a module pass may be awarded taking into account any completed work.
- d. Where further assessment is thought to be necessary the Examination Board may assess the student by whatever means it considers appropriate. It may exercise discretion in choosing the form of re- assessment provided the student is not put in a position of unfair advantage over other candidates for the award.

2.4. In case of ongoing PECs, the mechanisms listed under section 22.2.2. can be granted for a maximum of three (3) months, starting with the date of the approval of the application.

- 3. A student has the right to appeal in writing the decision on PECs. Appeals are to be addressed to the Chair of the Examination Board including additional evidence supporting their appeal and must be submitted within the semester in which a request for PECs was originally made.
- 4. Special examination and assessment arrangements will be made for students with diagnosed special educational needs (such as dyslexia, dyscalculia, dyspraxia etc.). Any special examination or assessment arrangements / accommodations will follow the recommendations issued by the specific medical and/or psychological assessor to ensure that the special educational needs do not disadvantage the student in any exam/assessment situation.

The student is required to provide the examination office with the educational special needs certificate prior to starting their studies, or – if diagnosed at a later point – to submit the certificate within a period of three (3) weeks after the diagnosis. The Special Examinations Arrangements will be arranged through the Student Support Office, via the submission of an SEA application form.

§23 Evaluation of examinations, calculation of the overall grade

- Examinations are to be graded. The following grade scale is to be used for evaluation equivalence:

	9	10	11	12	13	14	15	16	17	18	19	20
Luxembourg / France	50%<	50%≥	55%≥	60%≥	65%≥	70%≥	75%≥	80%≥	85%≥	90%≥	95%≥	100%
	Fail	Pass		Fair		Good		Very good		Excellent		
International USA	Fail	C	C	C+	B-	B	B+	A-	A	A+	A+	A+
	50%<	50%≥	55%≥	60%≥	65%≥	70%≥	75%≥	80%≥	85%≥	90%≥	95%≥	100%
Germany	Fail	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.9

- As per the module description, a module is to culminate in an assessment, which may also consist of multiple examination types. With the exception of modules which fall under the compensation rule (§ 23, point 3), each individual examination must be passed, with a minimum grade of "10/20 or 50%". The module's marks are calculated on the basis of the weighted mean of the individual assessment according to the ECTS. When calculating marks for modules, only the first decimal place is taken into account and the mark will be rounded to the nearest whole number.
- Modules eligible for compensation and details of the condition of compensation are specified within the relevant module outlines. The compensation rule allows students to compensate between specific assessments of the module. Modules may be passed if a student has taken part in all modalities of assessment and the weighted average is equal or greater than 50% (10 out of 20) without any individual assessment mark less than or equal to 25% (5 out of 20).
- The student's overall grade awarded to the degree programme is calculated on the basis of the module marks and the Master's thesis examination. These marks are weighted in accordance with the credits allocated to them in the study plan. When calculating marks for modules, only the first decimal place is taken into account and the mark will be rounded to the nearest whole number (details on degree

classification §28).

§24 Publication of examination results and viewing of examination.

1. Examination results are published by the Examination Office.
2. Students are entitled to view their graded examinations/assessments (this includes any related reports, correction remarks annotated by the examiner or a protocol specific to an oral examination). This opportunity is organised within four weeks following the publication of the results, by the Examination Office on an appointment only basis.
3. Only the student himself / herself is entitled to view his/her own exams.

III. Master's dissertation

§25 Master's dissertation

1. The Master's dissertation is intended to demonstrate a student's ability to write a piece of work specific to his/her programme of study within a stipulated period of time and in accordance with academic methods, and to present the results in an appropriate manner. This involves a graded written essay. The Master's dissertation must be written in English.
2. Students are granted a project supervisor. The general role of supervisors is to provide guidance and assistance to students so that they may carry out their dissertation project and present their results to the best advantage.
3. All Master's dissertations should be submitted individually. In the case that multiple students select the same topic, their final dissertation should be submitted individually with distinct individual components differentiating the topic from other students, for example, different objectives or outcomes. Students are individually examined.
4. The topic of the Master's dissertation has to be agreed with the supervisor. By agreement, the dissertation topic is consequently validated. The thesis topic, together with the thesis proposal (signed by the project supervisor) and the thesis application form, has to be submitted by the student to the Examination Office.
5. Applications of students are only considered if they have been:

- a. enrolled for the relevant semester and
 - b. have passed the stipulated examinations and
 - c. have accumulated at least 60 ECTS
6. One (1) hard copy of the Master's dissertation as well as an editable electronic version (e.g. word.doc) must be submitted by 14:00 on the specified deadline to the Examination Office or sent time stamped by registered mail. Submission is to be documented and held on file by the Examination Office.
 7. The Master's dissertation must incorporate an oath taken by the student affirming that he/she has completed sufficient proportions (in the case of group projects) of the Master's thesis independently and that he/she has identified all citations taken either verbatim or contextually from published or unpublished texts. Furthermore, a declaration by the student stating that the work has not previously been submitted as part of another examination in the same form, in a similar form or in an excerpted form is required. A case of Academic Misconduct (§18) applies if a false oath of affirmation is submitted.
 8. Failure to comply with the stipulated requirements set forth in §25.6 and §25.7 will result in the Master's dissertation being awarded a "fail (<10/20 or <50%)".

§26 Marking of the Master's dissertation

1. The Master's dissertation will be marked independently by two examiners. The first examiner is the supervisor, and the second examiner has expertise on the topic with a minimum of the same or higher degree as that of a Master. However, in regulated health professions, exceptions may be granted when the second examiner's level of professional expertise is deemed sufficiently high to justify their involvement. Both examiners must provide their evaluations in writing. The overall grade of the Master's dissertation is calculated as the mean of both evaluations if the difference between the marks is equal or below "4/20" ($\leq 20\%$).
2. If the difference between the marks is greater than "4/20" ($>20\%$), or if one mark is a "fail (<10/20 or <50%)" and the other a "pass" (10/20 or 50% or higher), both markers are required to agree on a final mark. However, if an agreement cannot be reached, the Master's dissertation coordinator will appoint a third examiner to evaluate the Master's thesis. In this instance, the overall grade awarded is calculated by the Master's dissertation coordinator based upon the mathematical

mean of the individual marks. The thesis can be awarded a "pass (10/20 or 50%)" or higher, if at least two of the three grades awarded a "pass (10/20 or 50%)" or a higher grade.

3. The marking procedure for the Master's dissertation must not exceed six (6) weeks.

§27 Failing the Master's dissertation

1. If graded a "fail (<10/20 or <50%)", the Master's dissertation may be repeated only once.
2. In the event of dissertation failure, in agreement with the module coordinator, students can base their repetition on the project handed-in or they may select a new thesis topic. The timeline for resubmission must be agreed in writing with the supervisor and communicated to the Examination Office by the supervisor.
3. If passed, the second dissertation attempt will be awarded with no more than a pass grade (10/20 or 50%).
4. If the second dissertation attempt is failed (<10/20 or <50%), no further attempts are possible. The Master's dissertation has ultimately been failed. This will result in the student's deregistration without being awarded the Master degree qualification.
5. Once the Master's dissertation is passed, it is not possible to resubmit it for a higher grade.

§28 Master's degree certificate, Master's degree transcript

1. Once all examinations have been successfully completed, the student receives a Master's degree transcript detailing the individual module results.
2. The Master's degree transcript details:
 - a. The grades obtained in the modular examinations,
 - b. the topic of, and the grade awarded to, the Master's dissertation,
 - c. the overall awarded degree classification (this is a weighted average of all related degree modules)²
 - d. the date upon which the last assessment was completed.

² In case of a weighted average resulting in e.g. 69.5% the degree classification is rounded up, whereby the degree classification of a weighted average between e.g. 68.5% and 69.49% will be discussed and decided in the Examination Board.

3. A Master's degree certificate is issued along with the Master's degree transcript. This specifies a grade in accordance with the ECTS grading scale.
4. The Master's degree certificate is issued in English.
5. The Master's degree certificate is signed by the Academic Director and the Chair of the Examination Board and issued with the LUNEX' seal.

§29 Postgraduate certificate

1. Students who fail to achieve a total number of 120 ECTS for their Master degree, but achieve a minimum of 60 ECTS, excluding the Master's dissertation, can be awarded a postgraduate certificate in the related discipline of their studies at LUNEX.

IV. Final provision

§30 Organisation of the programme of study

The respective discipline organises the overall programme of study in such a manner that studies can be completed within the standard study period. Amongst other things, the discipline ensures that appropriate support is provided to the student, including study guidance specific to the programme of study and by continuous evaluation and ensuring the quality of teaching.

§31 Effectiveness of the Assessment Regulations

These Assessment Regulations shall be deemed in effect on the date of and following approval by the Senate of LUNEX.

The Academic Director is responsible for the execution of the assessment regulations within the respective disciplines. The assessment regulations apply to all of LUNEX's Regulations governing Master's degrees.

The above assessment regulations were revised by the Teaching and Learning Council and approved by the Senate of LUNEX.

Prof Dr Andreas Mierau
Academic Director LUNEX

Dr Fraser Carson
Chair of Teaching and Learning Council LUNEX

Dr Kim Buchholtz
Chair of Examination Board LUNEX

Differdange, DATE