

COURSE REGULATIONS

for Bachelor's Studies of the University of St.Gallen

of 10 June 2002 (as at 28 May 2018)¹

Pursuant to Art. 88(1)(h) of the University Statutes of 25
October 2010²

the Senate of the University of St.Gallen

hereby issues the following Course Regulations (CR BA)³:

I. General provisions

Art. 1. ¹These Regulations govern the following aspects of the
3rd to 6th semesters of the University of St.Gallen's six-semester Bache-
lor's Level:

- a) the structures of the individual majors,
- b) the Bachelor's thesis and other non-course-related work,
- c) the languages,
- d) the crediting of credits,
- e) the organisation of examinations,
- f) the mentoring programme.

Scope of applica-
tion

a) Bachelor's
Level

Art. 2. ¹They further regulate the requirements for admission to
the individual Master's programmes. Standardised tests and language
tests for admission to English-language Master's programmes shall be
exempt from this.

b) Master's
programmes

II. Degree course structure

1. General remarks

Art. 3. ¹Bachelor's studies shall be structured into core studies
and contextual studies.

Degree course
structure

Art. 4. ¹Core studies shall be conducted as contact studies and
independent studies.

Core studies

²They shall be divided up into compulsory subjects, core electives

¹ Amended by resolutions of the Senate of 23 May 2011, 19 March 2012, 15
June 2015, 17 October 2016 and 18 December 2017.

² No. 217.15, Consolidated Statutes of the Canton of St.Gallen.

³ Pursuant to Art. 123 of the University Statutes, only the German version of
these regulations shall be legally binding.

and electives.

Art. 5⁴. ¹Contextual studies consist of the subjects of

- a) areas of concentration,
- b) skills and languages,
- c) ~~[[repealed]]~~.

²~~[[repealed]]~~.

³Contextual studies shall be composed of electives.

⁴ Students shall have to earn a total of 24 credits in contextual studies. The following bandwidths shall apply:

- a) areas of concentration: 12 credits min. and 24 credits max;
- b) skills and languages: 0 credits min. and 12 credits max, of which
 - i. 8 credits max. can be earned from skills courses,
 - ii. 4 credits max. can be earned from language courses in accordance with Art. 28(2),
 - iii. 8 credits max. can be earned from work unrelated to courses.

Contextual studies

Art. 6. ¹Compulsory subjects shall be attended by all students of a major.

²The core electives of a major may be selected from a limited range of subjects.

³Electives may be selected from a wide range of courses irrespective of individual majors. Electives of one major may be compulsory subjects and core electives of other majors.

Compulsory subjects, core electives, electives

Art. 7. ~~[[repealed]]~~.

Art. 8⁵. ¹The Senate shall issue curricula for the individual majors. Any adjustments that do not lead to new Course Regulations shall be delegated to the Senate Committee.

²The curriculum shall list the compulsory courses for core studies and the allocation of core studies credits to compulsory subjects, core electives and electives. It shall be an integral component of these Regulations.

³It shall report the number of credit hours and the credits to be earned per course.

Curriculum/compulsory subjects

Art. 8^{bis}. ¹The curriculum shall define

- a) the examination types for the compulsory subjects,
- b) whether an examination has to be sat in term time or in the inter-term break,
- c) the transitional arrangements applicable if and when the curriculum of a major changes,
- d) the binding abbreviations which identify the programmes unequivocally.
- e) The Administration shall define a binding terminology.

Content

Art. 9. ¹The range of core electives and electives of core studies shall be defined by the competent School.

²The range of courses of contextual studies shall be defined by the management of contextual studies.

Core electives/electives

⁴ Amended by resolution of the University's Board of Governors of 7 November 2016 (reform of contextual studies); entry into force as from 1 August 2018.

⁵ Resolution of the Senate of 19 March 2012.

³Courses shall be defined for one semester.⁶

⁴The requirements of all majors shall be taken into account.

2. Core studies of the major in Business Administration

Art. 10⁷. ¹Compulsory subjects shall extend to 64 credits, which are distributed as follows:

- a) Business Administration: 48 credits;
- b) Economics: 8 credits;
- c) Law: 8 credits.

Business Administration:
a) Compulsory subjects

Art. 11. ¹Core electives shall extend to 4 credits.⁸ They shall be limited to subjects in Business Administration.

b) Core electives

Art. 12⁹. ¹Electives shall extend to 16 credits.

c) Electives

3. Core studies of the major in Economics

Art. 13¹⁰. ¹Compulsory subjects shall extend to 40 credits, which are distributed as follows:

- a) Economics: 36 credits;
- b) Business Administration: 4 credits.

Economics:
a) Compulsory subjects

Art. 14¹¹. ¹Core electives shall extend to 28 credits, which are distributed as follows:

- a) Economics: 18 credits;
- b) Law: 6 credits;
- c) Business Administration: 4 credits.

b) Core electives

²The School Committee of the School of Economics and Political Science shall make available a sufficient number of courses in independent studies.

Art. 15¹². ¹Electives shall extend to 12 credits.

c) Electives

⁶ Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.

⁷ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018; Amended by resolution of the Senate of 18 December 2017 (reform major in Business Administration); entry into force as from 1 August 2019.

⁸ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

⁹ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹⁰ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018; Amended by resolution of the Senate of 28 May 2018 (reform major in Economics; entry into force as from 1 August 2019).

¹¹ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹² Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018; Amended by resolution of the Senate of 28 May 2018 (reform major in Economics; entry into force as from 1 August 2019).

4. Core studies of the major in International Affairs

Art. 16¹³. ¹Compulsory subjects shall extend to 70 credits, which are distributed as follows:

- a) Political Science: 30 credits;
- b) Law: 10 credits;
- c) Economics: 18 credits;
- d) Business Administration: 12 credits.

International Affairs:

- a) Compulsory subjects

Art. 17¹⁴. ¹Electives shall extend to 10 credits.

- b) Electives

5. Core studies of the major in Law

Art. 18¹⁵. ¹Compulsory subjects shall extend to 66 credits.

Law:

- a) Compulsory subjects

Art. 19. ¹Core electives shall extend to 30 credits.¹⁶

²The curriculum shall define the composition of core electives.

- b) Core electives

Art. 20. [Repealed].

- c) Electives

6. Core studies of the major in Law and Economics

Art. 20^{bis17}. ¹Compulsory subjects shall extend to 74 credit hours, which are distributed as follows:

- a) Law: 58 credits;
- b) Business Administration: 6 credits;
- c) Economics: 10 credits.

Law and Economics:

- a) Compulsory Subjects

Art. 20^{ter}. ¹Core electives shall extend to 16 credits.¹⁸

²The curriculum shall define the composition of core electives.

- b) Core electives

¹³ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹⁴ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹⁵ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹⁶ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018.

¹⁷ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018; Amended by resolution of the Senate of 28 May 2018 (reform major in Law and Economics; entry into force as from 1 August 2019).

¹⁸ Amended by resolution of the Senate of 17 October 2016 (citation of credits instead of credit hours); entry into force as from 1 August 2018; Amended by resolution of the Senate of 28 May 2018 (reform major in Law and Economics; entry into force as from 1 August 2019).

III. Bachelor's thesis and other non-course-related work

Art. 21¹⁹. ¹Students shall write a Bachelor's thesis in the following majors:

- a) Business Administration,
- b) Economics,
- c) International Affairs.

²A Bachelor's thesis shall be weighted in the major in Business Administration with 12 Credits; a Bachelor's thesis in the majors in Economics and in International Affairs shall be weighted with 16 credits.

³Bachelor's theses shall be written in the course of Bachelor's studies.

⁴In the major in Law, students shall write at least one paper, which shall be weighted with 6 credits.

⁵In the major in Law and Economics, no Bachelor's thesis may be written.

Bachelor's thesis
a) Majors

Art. 21^{bis}. ¹Supervisors shall come from among the University of St.Gallen's (full) professors, associate professors, habilitated lecturers, visiting professors in residence, permanent lecturers, assistant professors and professors emeriti up to 67 years of age.

²If students want to write their Bachelor's thesis on a topic that is largely taught by a lecturer, this shall require the consent of the academic director of the respective programme.

³The supervisors shall set the definitive topic of the Bachelor's thesis and provide the students with appropriate supervision during the writing period.

⁴Implementation provisions of double degree programmes may provide that a supervisor may be chosen from another university.

b) Supervisor

Art. 21^{ter}. ¹If there is a suspicion of full or partial plagiarism, the supervisor may invite the student to an oral defence of the thesis.

²A Bachelor's thesis may not be returned for revision.

³The Senate Committee shall issue guidelines.

c) Further rules concerning the Bachelor's thesis

Art. 22. ¹Students may be required to submit other non-course-related work in the majors.

Other non-course-related work:
a) principle

Art. 23. ¹In the majors in Business Administration and in Economics, no other non-course-related work shall be required.

b) Business Admin., Economics

Art. 24. ¹In the major in International Affairs, a total of 8 credits may be earned as non-course-related work through internships in public mandates and further activities which must be closely related to the thematic orientation of the major.

c) International Affairs

Art. 25. ¹In the major in Law, 30 credits shall be required in core electives.

²The curriculum shall define the composition of core electives.

³The School shall issue guidelines for the production of written work.

d) Law

Art. 25^{bis}. ¹In the major in Law and Economics, a seminar paper with a weight of 6 credits shall be required.

e) Law and Economics

¹⁹ Amended by resolution of the Senate of 18 December 2017 (reform major in Business Administration); entry into force as from 1 August 2019.

²The School shall issue guidelines for the production of seminar papers.

Art. 26. ¹The Senate Committee shall issue implementation provisions concerning the production organisation of Bachelor's theses and other non-course-related work.

Implementation provisions

IV. Languages

Art. 27. ¹To be awarded a Bachelor's degree, students shall provide evidence of proficiency in three languages:

Evidence of three languages

- a) native language,
- b) two foreign languages²⁰,
- c) [repealed]²¹.

²Evidence of the native language shall be provided by the university entrance qualification certificate or by an external language test.

³External language tests may be credited for foreign languages.

Art. 28. ¹No credits shall be awarded for the evidence of three languages.

Credits, language courses

²In skills and languages²², a language course may be awarded a maximum of 4 credits.²³

³The weighted credit points awarded in such a course shall be credited.²⁴

⁴This shall also be applicable to fail grades; in such a case, the evidence shall not be deemed to have been attained.²⁵

Art. 29. ¹If a student is awarded a pass mark in the language test to be sat in the Assessment Year, this examination may be credited as evidence of proficiency in a foreign language.²⁶

Language test in the Assessment Year

Art. 30. ¹Students of the majors in International Affairs and Economics must provide evidence of English as a foreign language at Level C2 of the Common European Framework of Reference for Languages (CEFR).²⁷

International Affairs and Economics: English at Level C2

²The following students shall be exempt from this rule:

- a) students whose native language is English or
- b) who have obtained their university entrance qualification in English.

²⁰ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²¹ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²² Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.

²³ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²⁴ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²⁵ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²⁶ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²⁷ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

Art. 31. ¹At the request of the directors of contextual studies and in consultation with the faculty members responsible for the subjects in question, the Senate Committee shall issue implementation provisions concerning

- a) the description of proficiency levels,²⁸
- b) the crediting of external language tests,
- c) crediting in special cases.

Implementation provisions

V. Credits

Art. 32. ¹Credits earned in an exchange semester shall be credited provided that they are equivalent.

²To obtain a Bachelor's degree, students shall earn a minimum of 90 credits at the University of St.Gallen. The Assessment Year completed at the University of St.Gallen shall be credited with 60 credits.

³Individual courses and summer schools of other universities may be credited to a limited extent.

⁴The Senate Committee shall issue implementation provisions.

Other educational institutions

Art. 33. ¹A maximum of 16 campus credits may be credited for extraordinary student services provided in the interest of the University as a whole.

²The Senate Committee shall issue implementation provisions concerning campus credits.

Extraordinary student services
a) Principles

Art. 34²⁹. ¹Credits pursuant to Art. 33 shall be credited to contextual studies as a first priority and to core studies as a second priority.

b) Crediting order

Art. 35. ¹The Senate Committee shall issue implementation provisions:

- a) at the request of the faculty members responsible for the programme, concerning what credits pursuant to Art. 33 may be credited as a second priority;
- b) at the request of the Dean of Studies, concerning the type of services that may be credited and the minimum criteria for the credits to be awarded for them.

²The Dean of Studies shall make any decisions concerning individual cases.

c) Implementation provisions

VI. Organisation of examinations

Art. 36. ¹The examination shall be divided up into examination parts.

²One examination part shall be a unit for which the examiner awards one grade.

³Individual examination parts shall be weighted with credits.

Examination type
a) Principle

²⁸ Amended by resolution of the Senate Committee of 15 June 2015; effective as from 1 August 2016.

²⁹ Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.

Art. 36^{bis}. ¹Examinations shall take place in the inter-term break.
²The provisions of Art. 30(3) of the Examination Regulations for the Bachelor's Level of the University of St.Gallen of 6 March 2002 shall remain reserved.

Examination
dates
b) Regular

³If a compulsory subject is weighted with a minimum of four credits, only half of it may be examined during term time. A written examination shall be precluded in such cases.

⁴Core electives and electives which are not simultaneously compulsory subjects in another major may be examined during term time. The academic directors or the management of the contextual studies shall make the decision at the request of the faculty members responsible for the major in question.

Art. 37. [Repealed].

Art. 38³⁰. ¹The examination type shall be defined by
a) the Senate Committee for the compulsory subjects and for examinations sat on alternative dates;
b) the academic directors for the core electives and electives at the request of the faculty member responsible for the major in question.
c) the management of contextual studies for the electives of contextual studies at the request of the faculty member responsible for these courses. The management of contextual studies shall issue guidelines.

c) Responsibil-
ity

²All the participants in a course shall sit an examination in the same examination type, with the exception of examinations sat on alternative examination dates.

³The examination types for compulsory subjects shall be listed in the curriculum.

⁴Students who in an exchange semester at the host university are unable to attend certain courses whose contents are part of a joint examination, may provide evidence of the work required for such courses in a separate examination before or after the exchange semester. In such cases, the examination type may be changed.

Art. 38^{bis}. ¹Examination types shall be (individual grades):
a) individual examinations:
1. written examination,
2. written work (seminar paper, term paper, etc.),
3. oral examination (including presentation),
4. oral examination in groups;
b) group examinations (collective grades):
1. term paper,
2. oral examination (including presentation);
c) Bachelor's thesis;
d) further examination types:
1. active participation (a maximum of 50% of the overall grade, only in small groups),
2. microteaching,
3. Moot Court.

d) Possible ex-
amination types

²Examination types in accordance with Art. 38^{bis}(1)(a-c) may be used on their own or in conjunction with other examination types. The examination type "Student's active participation in class" shall be exempt from this; it may only be chosen in conjunction with other examination

³⁰ Amended by resolution of the Senate of 17 October 2016 (reform of contextual studies); entry into force as from 1 August 2018.

types and shall not be weighted with more than 50 per cent of the course grade.

³The President's Board shall regulate any other examination types.

Art. 39. ¹The following examination times shall be applicable to written examinations:

- a) up to 2.5 credits: 1.0 hour;
- b) from 2.51 to 5 credits: 1.5 hours;
- c) from 5.01 to 7.5 credits: 2.0 hours;
- d) from 7.51 to 10 credits: 2.5 hours;
- e) from 10.01 to 12.5 credits: 3.0 hours.

e) Duration of written examinations

Art. 40. ¹The following examination times shall be applicable to oral examination parts:

- a) If the oral examination is used as the sole examination type:
 - up to 4 credits: 20 minutes;
 - over 4 credits: 30 minutes.
- b) If the oral examination is used in conjunction with other examination types, its duration shall be 15 minutes.

f) Duration of oral examinations

²In a group examination, the duration of the examination shall be increased by 10 minutes for each additional candidate.

Art. 40^{bis}. ¹Oral examinations shall be conducted either in groups of three to five students or as individual examinations. Individual examinations must be minuted by an expert person.

g) Examination in groups/ presence of an expert in oral exams.

Art. 41. ¹The examination form "Student's active participation in class" may only be applied in examination parts with a minimum of 2 credits and with a course size of a maximum of 30 students.

h) Students' active participation in class

²It may also be combined with examination types that are applied in the inter-term break.

³The sole combination of this examination form with an oral examination shall not be admissible.

Art. 42. ¹The organisation of examinations shall lie within the competence of

- a) the Dean of Studies for examinations during vacation time;
- b) the faculty members in charge of the examinations during term time.

Organisation of examinations
a) Competencies

²The Dean of Studies shall issue guidelines for the organisation of decentral examinations and monitor compliance with them.

Art. 43. ¹The Senate Committee shall issue implementation provisions concerning regular and alternative examination dates.

b) Implementation provisions

Art. 43^{bis}. ¹The Dean of Studies shall issue guidelines for electronic semester enrolment, the allocation of students to courses, and application for and withdrawal from examinations.

Bidding and registration for examinations

VII. Mentoring programme

Art. 44. ¹A mentoring programme shall be offered in order to provide participating students with information about their interdisciplinary and social competencies, leadership skills, ability to assume personal responsibility and ability for self-reflection, and to encourage all these, in a suitable form.

Principle

Art. 44^{bis}. ¹Students' participation shall be voluntary and shall take place on request. Participation

Art. 44^{ter}. ¹The office in charge of the mentoring programme shall regulate application procedures and allocate the places available. Admission

²No one shall be entitled to a mentoring place or a special mentor.

³There shall be no legal remedy to appeal against admission and allocation.

⁴The University of St.Gallen shall be entitled to reject applications to the mentoring programme without stating any reasons and to expel participants from the mentoring programme at a later date.

Art. 44^{quater}. ¹Students who complete the mentoring programme may be awarded a certificate. Certificate

Art. 44^{quinquies}. ¹The configuration of the mentoring process shall be the mentors' and mentees' responsibility; they may conclude a mutual mentoring agreement. Rights and obligations

²The University shall not be held liable for the contents and consequences of a mentoring process.

³The mentors and mentees shall undertake to

- a) pursue all their activities without any payment in kind,
- b) refrain from introducing any topics into their mentoring relationship that might discriminate against or violate other persons.

Art. 44^{sexies}. ¹The Senate Committee may issue provisions concerning the organisation of the mentoring programme. Implementation provisions

VIII. Final provisions

Art. 45. [Repealed].

Art. 46. [Repealed].

Art. 47. ¹These Regulations shall be applied as from 1 October 2002³¹. Effectiveness

On behalf of the Senate:

The President:

Prof. Dr. Thomas Bieger

The General Counsel:

lic. iur. Hildegard Kölliker

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³¹ The amendments by the Senate of 23 May 2011 shall be effective as from 1 August 2011.