

European Master in Law and Economics
Exam and Thesis Regulations
Academic Year 2018-2019

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§ 1 Programme Aim

- (1) The *European Master in Law and Economics (EMLE)* is a study programme for graduate students with a background in law and/or economics. It aims at teaching students the main concepts, methods and techniques of the Economic Analysis of Law ('EAL'), familiarize them with 'the state of the art' in the major fields of EAL and to let them grasp and assess the differences and similarities between national legal systems from an economic perspective in a number of specific areas of EAL.
- (2) The primary assessment method consists of written exams or assignments. In the exams/assignments the student must prove that he or she has mastered the methods of the Law and Economics approach and that he or she is able to apply them in a scientific manner within a selected area. Exam results obtained at any partner university are fully recognized by all the universities in the Consortium.

§ 2 Term Exams

- (1) Each EMLE student must participate in the exams for twelve full courses and all exams have to be passed (grade of 5 or more) to successfully complete the EMLE programme after a maximum of two re-sit exams for each term-exam.
- (2) The term exam of a full course (4 ECTS) can be taken as written test of assignment.
- (3) The term exams are anonymous, in the sense that the person grading the exam does not know whose exam he or she is grading.
- (4) Exams must be written in English.

§ 3 Final Grade

The final grade consists of the term exams and a thesis.

§ 4 Evaluation of the Term Exams

- (1) The term exams must be evaluated by the course lecturers.
- (2) The evaluation can include the contributions of the candidate during the lectures. For the first two terms, written exams/assignments must be given a weight of at least 50% of the final grade.
- (3) A term exam is passed if the grade is 5.0 points or higher. A term exam is failed if the grade is 4.5 points or lower. In case the course grade consists of the average of two separate exams, the average grade will be considered.
- (4) During the academic year, each term-exam may be repeated twice if the student does not attempt the exams without providing substantial reasons to be excused, or fails. Exceptions may be granted in extraordinary cases only upon request to and subject to approval by the Director.
- (5) Grades for the term exams are awarded on a scale from 0 to 10 points and may be converted to other grading schemes using the Table 1 at the end of these Regulations.

§ 5 Thesis

- (1) The student must write a thesis during the third term. The thesis is intended to prove the ability of the student to work in the field of Law and Economics in a scientific manner.
- (2) The thesis may be repeated only once after a failed first attempt. The repeat attempt should be initiated not later than 1 April of the following academic year. The director may grant exceptions in special cases.
- (3) The student proposes a subject for the thesis. The proposal is discussed with representatives of the

relevant third-term Partner University during the Midterm Meeting and is approved by the Board, along with a preliminary thesis title. The thesis title that was agreed upon may be changed only with the consent of the supervisor. The Director needs to be informed immediately via management@emle.org. The thesis topic that was agreed upon may be changed only before 1 June, with the consent of the supervisor, and provided that the EMLE management team can find a replacing external supervisor within a week from notification; the student must provide good reasons for the change of topic and/or title. After 1 June, a change of topic is no longer possible: A thesis with a new topic after 1 June will not be accepted anymore and will not be graded. The management can refuse a topic change within a week if no external examiner is available for the new topic. The Director may decide to grant an exception to this rule.

- (4) The supervisor must be a professor, associate professor, lecturer, assistant professor, or external lecturer. The supervisor is normally a member of the faculty at which the student is studying during the third term. The Director may deviate from the latter if circumstances make it necessary, e.g. in cases of repetition of a thesis or thesis topics provided by associate members.
- (5) The thesis is written in English or in the language of the European country where the student spends the third term. This latter option is allowed when the language is not the student's mother tongue and both a supervisor and an external examiner are available to evaluate the thesis in this fashion.
- (6) The writing period for the thesis is April to mid-August.
- (7) The student must add an authorship declaration to the thesis in which he or she declares and affirms that:
 - a) the thesis is entirely the result of his or her own work except where otherwise indicated;
 - b) the thesis is not used as part of any other examination; and
 - c) the thesis has not yet been published.
- (8) The length of the thesis shall be approximately 11.500 words with an upper limit of 13.000 words, including footnotes and appendices, but excluding the bibliography, abstract, the authorship declaration, acknowledgements, front page, table of content and tables (in the body of the text or the appendices) and other captions (over-extensive captions will result in grade reductions). The Board will reduce the grade of theses not in accordance with the upper limit. In extreme cases, either the supervisor or the external examiner (see § 6) may ask the Director to reject the thesis. To determine the word count, the word counter tool of Microsoft Word shall be used. Students are advised to check the word-count with this tool before submitting their thesis.

§ 6 Evaluation of the Thesis

- (1) The thesis shall be evaluated by the supervisor and by an external examiner. The external examiner does not belong to the same university as the supervisor. He or she is designated by the Director in cooperation with the Local Coordinators. Should this be necessary, a replacement for either position can be appointed by the Director after consultation with the relevant Local Coordinator.
- (2) Grades for the thesis are awarded on a scale from 0 to 30 points and may be converted to other grading schemes using the Table 2 at the end of these Regulations.
- (3) If the supervisor and the external examiner evaluate the thesis with at least 15 points each, the thesis is accepted. If the thesis is awarded with less than 30 points in total, the thesis is not accepted and the student has to submit a new thesis on a different topic, to be approved by the Director. The decision on rejection or acceptance of a thesis is taken by the Examination Board, taking into account the recommendation of the thesis committee. The time given for working

on the new thesis is the same as the time that was available for the original thesis. If the thesis is awarded with less than 15 points by one examiner, but the sum of the points awarded by both examiners is at least 30 points, a procedure of re-evaluation (subsection 6) is triggered. This procedure is also triggered if the marks of the two examiners differ by more than 5 points.

- (4) The Examination Board decides on the graduation and the ranking of the EMLE students. It is comprised by one member per Partner University. Members of the Examination Board may not be members of the EMLE Board. The Examination Board is appointed by the EMLE board. It convenes once a year in mid-October to deliberate on the graduations in the previous academic year.
- (5) The Thesis Committee reviews the Thesis grading and formulates recommendations to the Examination Board on the more contentious cases. The Thesis Committee is comprised by three members and is appointed by the EMLE Board every year. The Director chairs the Thesis Committee.
- (6) If a re-evaluation procedure is triggered according to subsection (3), the two examiners consult with each other to reduce the difference or to re-evaluate the grade lower than 15 points. If, following the consultation, the conditions triggering the re-evaluation procedure mentioned in subsection (3) still hold, a third examiner is designated by the Director. The sum of the points awarded by the two examiners is then replaced by $\frac{2}{3}$ of the sum of the points awarded by all three evaluators, if necessary rounded up or down to the closest full or half point. The thesis is accepted if the number of points calculated in this fashion is at least 30.
- (7) If an EMLE student failed the thesis and wants to use the re-attempt, he/she needs to submit a new proposal, get assigned a new supervisor and start re-writing the thesis before 1 April of the next academic year. The thesis should be submitted within four and a half months from the assignment of the supervisor (consistent with § 5(6)). If the thesis is not completed within the given deadline, the thesis is not accepted. Exceptions may be granted by the Director in special circumstances. Starting a new thesis after 1 April of the next academic year is only possible with permission by the EMLE Board and subject to an additional payment equal to $\frac{1}{3}$ of the full tuition fee.
- (8) If, following consultation, the difference in grades between the supervisor and the external examiner exceeds 10 points and the evaluation by the third examiner differs by no more than three points from that of either the first or the external examiner, the total thesis grade is based on the two evaluations which are close to each other, while the dissenting evaluation is ignored.

§ 7 Successful Completion

- (1) The final grade is calculated as follows: the grades of the exams of twelve courses and the grades for the thesis are added together, resulting in a maximum score of 180 points (120 for the courses and 60 for the thesis). This total score is divided by 18 and rounded off to two digits, resulting in a grade on a scale from 0 to 10. The percentiles given in the tables 1 – 3 of §9 can be used to convert grades to the European Credit Transfer and Accumulation System.
- (2) Successful completion of the Programme requires:
 - a) the points awarded in the term exams total at least 60 points;
 - b) no term exam is graded less than 5 points and
 - c) the thesis has been accepted according to §6.
- (3) A distinction can only be awarded to students ranked in the top 10% who passed all their exams at the first attempt, except in case of absence for documented medical reasons, mutually agreed absences or other exceptional circumstances.

§ 8 Missing Classes and Exams, Cheating, Misconduct, and Plagiarism

- (1) Except in case of absence for documented medical reasons, mutually agreed absences or other exceptional circumstances, if a student is absent from class for the first time, the Local Coordinator issues a warning. If the student is absent without a valid reason for a second time, the Director is informed. He or she decides on a proportionate sanction, which is provided for by the universities' regulations and may consist in a reduction of the overall exam grade. No matter the reasons for absence, if more than 50% of a term is missed, the term needs to be repeated and the student is not allowed to take the exams. Any sanction shall be subject to the final ratification by the Board.
- (2) A term or re-exam is considered as not passed and graded 0 points if the candidate does not appear for the written test or does not submit assignments or does not appear to any oral examination without being excused. A candidate who has been excused from attending the term exam/assignments and subsequently fails in the re-exam will be granted two additional attempts to pass the exam.
- (3) The Local Coordinator must be notified of the reasons for non-appearance in exams/classes immediately and in writing. In case of illness the candidate may be asked to submit a medical certificate if the local legislation allows it, or otherwise sufficient equivalent documentation. The Local Coordinator decides whether or not to accept the reasons given.
- (4) If the thesis is not completed within the given time period, the thesis may be rejected or penalized by a grade reduction. The Examination Board decides whether the student has to submit a new thesis or whether the original thesis may be graded in accordance with § 6.
- (5) Any attempt to cheat will lead to a term exam being evaluated with a grade of zero (0). The Local Coordinator, after consulting with the Director, decides whether to allow a student found cheating to take part in the re-exam. If a student attempts to cheat in the final re-exam, the Local Coordinator, after consulting with the Director, decides on a grade which lies between zero (0) and the original highest grade awarded for the term exam.
- (6) If the cheating is discovered only after the degree has been awarded, the Local Coordinators of the Partner Universities which have awarded the degree declare, in accordance with the regulation of those Partner Universities, that the relevant exams were not passed. Any degrees and certificates already issued are voidable on this basis, and they must be returned.
- (7) The candidate must be notified of any decisions under the above subsections in due course. All decisions must be motivated. The candidate must be given the opportunity to reply.
- (8) In cases of severe misconduct of students which may harm the reputation of the Programme, the Director is informed. He or she may decide on a proportionate sanction, including – in the most severe cases – the exclusion from the Programme. Any sanction shall be subject to the final ratification by the Board.
- (9) Plagiarism is the use of another author's words or ideas without due reference. Depending on the severity of the violation the sanction ranges from a deduction of points to the rejection of the thesis. The Examination Board, based on the recommendations by the Thesis Committee, makes the final decisions for the cases of plagiarism. The procedure is as follows:
 - a) An electronic version of the written work is electronically checked for possible indications of plagiarism.
 - b) The supervisor and the external examiner comment on any electronic indications of plagiarism.
 - c) The Examination Board decides on the consequences of plagiarism during the meeting to deliberate on the graduations.