



Degree Course Regulations

for the

Bachelor's Degree Course in

European Business

at

Zittau/Görlitz University of Applied

Sciences

issued on

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According to Section 14 (4) in conjunction with Section 37 of the act on the autonomy of higher education institutions in Saxony (Saxon Higher Education Autonomy Act, Sächsisches Hochschulgesetz – SächsHSG), in the version published on 31 May 2023 (SächsGVBl. p. 329), last amended by article 2 of the act of 31 January 2024 (SächsGVBl. p. 83), the Zittau/Görlitz University of Applied Sciences has adopted the following Degree Course Regulations for the Bachelor's degree course in „European Business “ as statutes.

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Division I: General provisions

Section 1 Scope

- (1) These Degree Course Regulations define aims, content, structure and organization of the degree course in European Business at the University based on the underlying Examination Regulations.
- (2) The programme is a cooperative course of study, administered by Zittau/Görlitz University of Applied Sciences and Technical University of Liberec. Courses will be held at both universities and further institutions, preferably abroad.
- (3) Prospective students can apply for admission to the degree course at either Zittau/Görlitz University of Applied Sciences or the Technical University of Liberec. All students who are enrolled at one of the two universities will also be enrolled at the other university.

Section 2 Criteria for admission

- (1) For admission to study at the Zittau/Görlitz University of Applied Sciences, the study requirements according to § 18 SächsHSG and according to the enrolment regulations of the Zittau/Görlitz University of Applied Sciences must be met. As a rule, admission requires a general higher education entrance qualification, a relevant subject-restricted higher education entrance qualification, an entrance qualification for universities of applied sciences or a relevant master craftsman's examination. A successful entrance examination in accordance with Section 18 (5) SächsHSG also entitles the holder to study at the Zittau/Görlitz University of Applied Sciences.
- (2) Admitted will only be applicants who can submit proof of knowledge of English at level B2 of the Common European Framework of Reference (CEFR) or a recognized equivalent, or whose German general higher education entrance certificate or subject-linked university entrance qualification shows at least 10 points in an English course. The teaching language is English.
- (3) Applicants are also expected to be willing and able to complete courses and internships at other universities, institutions or companies abroad.

Section 3 Modules and credit points (ECTS credits)

- (1) A module constitutes a unit that has a time limit, is self-contained and examinable, consistent in method and content, as well as having credit points (hereinafter referred to as "ECTS credits"). At the same time, the unit is defined through intended learning outcomes, described as competencies, knowledge, abilities and skills. Usually the modules take one semester and are completed by a module examination. Module examinations lead to a University degree. The latter is set out in the Examination Regulations.
- (2) Every module has its own associated ECTS credits. The number of ECTS credits is based on the average workload involved for the student in the individual module. This involves participation in classes, preparation and follow-up of courses, preparation for examinations, the examinations themselves, including internships, lab work, and all kinds of autodidactic study. One credit point corresponds to a workload of 30 hours.
- (3) After successfully completing the module, the ECTS credits associated will be recorded and credited to the student. The condition for this is that the student has passed the module examination with a minimum mark of "ausreichend" (Note 4), ("sufficient" (4)). The crediting of all ECTS credits as a quantitative measure will take place in full, independently of the relative and absolute grade.

Section 4 Commencement and duration of the degree course

- (1) The degree course in European Business commences annually with the winter semester and is conceived as a full-time course.

- (2) The standard time to degree including internship, and the graduate thesis and its defence comprises six semesters.
- (3) In addition to the modules listed in the curriculum, there will normally be preparatory courses and information events, usually in September during the first semester. The exact dates will be made public in due time before the beginning of the course.
- (4) As this is a cooperative degree programme with the Technical University of Liberec, the periods for courses and examination periods may differ from the corresponding periods published by the university for the other degree programmes.

Division II: Aim, structure and content of the degree course

Section 5 Qualification goals of the degree course

(1) The degree course in European Business at the Zittau/Görlitz University of Applied Sciences is offered with the aim of training specialists for national and international employment in the fields of economics and business administration of economic and entrepreneurial aspects and is characterised by an interdisciplinary form of skills acquisition and teaching. The aim is to develop a strong understanding of economic, sustainable, social and cultural issues with an international dimension. The study programme focuses on three essential elements of a modern education - basic knowledge, an international environment and a career-oriented character.

(2) The intention of the course is to prepare graduates for an occupation in the areas listed under subsection (1). Since graduates of the degree course must be able to adapt to new professional developments, there is a strong emphasis on acquiring solid foundations in the areas of economics and business administration. Furthermore, the students will attain legal, linguistic and intercultural skills.

(3) Apart from the specialist goals stated, the course aims to enable graduates to act responsibly and think academically. Students are expected to develop qualities that are essential to academic work, e.g.

- 1) Abstract reasoning and flexibility;
- 2) Solid specialist skills;
- 3) Resourcefulness and desire for knowledge;
- 4) The ability to work independently and access specialist literature;
- 5) Communication skills and the ability to work in a team;
- 6) The ability to voice and accept criticism.

(4) Furthermore, graduates should be able to take on changing roles in their careers by expanding their knowledge and skills in accordance with advances in science, technology and society.

Section 6 Structure and content of the degree course

(1) The course structure is organized in modules. The descriptions of the modules reflect the state of scientific knowledge at the time of their creation and are subject to regular updates based on new discoveries in the respective academic field. The curriculum with the titles of the modules, their length in semester credit hours (contact hours per week), the total time commitment for the students in ECTS credits as well as the chronological order of the modules is set out as Annex 1 to these Regulations. The necessary module examinations and compulsory coursework are listed in the Examination Regulations of the University's degree course in European Business. Observing this curriculum enables students to graduate within the standard time to degree.

(2) The modules are divided into

- Core modules (*Pflichtmodule*, subsection (3)).
- Elective core modules (*Wahlpflichtmodule*, subsection (4));
- The final module (*Abschlussmodul*, subsection (5)); and
- Optional modules (*Wahlmodule*, subsection (6)).

(3) Core modules must be completed by the student. They are listed in the curriculum (*Studienablaufplan*) (see Annex 1). By enrolment or re-enrolment, the students are automatically registered for the core modules.

(4) Elective core modules (*Wahlpflichtmodule*) consists of different teaching units. Students in the 1st and 2nd semester are required to choose foreign language modules that match their interests.

The pool of elective core modules for the 3rd semester in the degree course European Business is represented by the module 'Semester abroad'. Students are required to choose modules totalling

30 ECTS credits usually at a partner institution abroad. A Learning Agreement must be signed in advance. A minimum of 20 ECTS credits should be obtained from the field of business studies and economics. A minimum of 5 ECTS credits should furthermore be obtained from the field of languages. If no language modules are chosen, a minimum of 25 ECTS credits should be obtained from the field of business studies or economics. The chosen modules should be intended to further develop the knowledge and skills acquired hitherto.

Students who, for a number of reasons including but not limited to private factors, are not able to complete a semester at a partner institution abroad will be given the opportunity to choose from modules offered by the degree course in Business Administration (Bachelor) at the Zittau/Görlitz University of Applied Sciences or the relevant module catalogue offered by the Technical University of Liberec. The same applies to students who have not been able to obtain 30 or more ECTS credits at the foreign partner institution.

(5) The final module in the sixth course semester includes the graduate thesis and its defence. The final module comprises a workload totalling 15 ECTS credits.

(6) Students also have the option of voluntarily taking part in further teaching units that are not listed in their curriculum (optional modules according to Section 26 of the Examination Regulations). These are not among the obligatory parts of the Degree Course Regulations and are not considered when calculating the student's workload. For the voluntary participation in such teaching units no examination-related work is planned; however, this work can be undertaken voluntarily by the student and upon application may be additionally recorded on the transcript. This work will not count towards the aggregation of the overall grade.

Section 7 Module guide

The modules of the degree course in European Business are part of these Degree Course Regulations as Annex 2 and can be retrieved from the University's module catalogue under <https://web1.hszg.de/modulkatalog/>. The module catalogue contains all the modules offered, including each of their descriptions. In particular, the description contains information on:

- 1) the content and intended learning outcomes;
- 2) the types of teaching;
- 3) the prerequisites for participation;
- 4) the applicability of the module;
- 5) the requirements for awarding ECTS credits;
- 6) the ECTS credits;
- 7) how frequently the module is offered;
- 8) the workload required; and
- 9) the duration of the module.

Division III: Implementation of the degree course

Section 8 Responsibilities

(1) The Zittau/Görlitz University of Applied Sciences Faculty of Business Studies and Engineering has overall responsibility for the degree course in European Business and guarantees the courses offered in cooperation with the Technical University of Liberec.

(2) The appointment of the study commission responsible for the degree course in European Business is based on the study commission regulations of the Zittau/Görlitz University of Applied Sciences.

Section 9 Types of learning units

(1) The following are used for teaching and learning in the degree course in European Business:

- 1) Lectures (subsection (2));
- 2) Seminars (subsection (3));
- 3) Training classes (subsection (4));
- 4) Industrial internship(subsection (5)); and
- 5) Field trips (subsection (6)).

(2) Lecture series are lectures with the aim of providing a coherent presentation of degree course content. This involves teaching facts and methods.

(3) In a seminar, in-depth and specialist knowledge is taught in individual modules involving student presentations/seminar papers, research papers, short presentations and by analysis of these and their discussion under the supervision of a lecturer. Research-based and practically relevant case studies serve to extend specialist knowledge and to consolidate skills which are not subject-specific skills (e.g. the development of rhetorical skills and presentation skills).

(4) Training classes serve to work through course content more intensively, teach knowledge, rehearse specialist skills, train specialist methods and solve standard problems in conjunction with lecturers and students.

(5) An industrial internship in an institution related to professional practice in the field serves as a test of methodological and specialist knowledge acquired in the degree course by planning, implementing and evaluating specific independent tasks. It promotes the practising of intervention- or organization-related specialist and ancillary skills of an analytically academic, conceptional, professional and communicative nature. It is a supervised educational component with defined content, which is integrated into the degree course, regulated by the University's Practical Semester Regulations (*Praxissemesterordnung*) and has a duration of at least 20 weeks (100 working days) on the basis of full-time work in the company. Individual consultations are offered to accompany the internship.

(6) Field trips are intended to provide in-depth insights into business practice and supplement theoretical courses.

(7) In addition to the learning units (subsection (1) - subsection (6)), academic autodidactic study is an integral part and a central requirement of the course. During all the phases of the course, this is particularly important for the development and enhancement of discursive, methodical and creative thinking. Teachers are required to support students in questions and problems arising through autodidactic study by advising them. This includes the use of and experimenting with the opportunities of new media, especially the infrastructures of the internet.

Section 10 Student advisory services

(1) Student advisory services are offered by a lecturer appointed by the faculty. Moreover, all full-time lecturers offer specialized course guidance for their teaching subject.

(2) Student advisory services are targeted at all prospective and enrolled students. It provides guidance for prospective students concerning the choice of a degree course. At the beginning of the degree course, it provides assistance on content, structure and operation of the course. During studies, it offers help with any unclear questions about organization and content.

(3) Student advice is mandatory for students who have not yet taken an examination by the beginning of the third semester.


Division IV: Final provisions

Section 11 Entry into force

These Degree Course Regulations come into force on the day after publication at the Zittau/Görlitz University of Applied Sciences and apply to all students from matriculation year 2025 onwards.

Issued based on the decision of the Faculty Council Business Administration and Engineering of 16 October 2024 and the approval by the Rectorate of the Zittau/Görlitz University of Applied Sciences on 4 December 2024.

Zittau/Görlitz, 4 December 2024



Prof. Dr.-Ing. Alexander Kratzsch
Rector

Annex no. 1): Curriculum

No.	Modules	V S/Ü P W	SWS** per Semester						SWS	ECTS- Credits*
			1	2	3	4	5	6		
1.1	293100 Business English B2	V							4	5
		S/Ü	4							
		P								
1.2	293600 Introduction to Economics	V	2						4	5
		S/Ü	2							
		P								
1.3	254850 Introduction to Global Marketing	V	2						4	5
		S/Ü	2							
		P								
1.4	293750 Introduction to Management	V	2						4	5
		S/Ü	2							
		P								
1.5	293800 Business Administration	V	2						4	5
		S/Ü	2							
		P								
Compulsory elective language modules 1st semester 5 ECTS-Punkte										
1.6-1	293150 Spanish A1	V							4	5
		S/Ü	4							
		P								
1.6-2	293200 German as a Foreign Language (DaF) A1/A2	V							4	5
		S/Ü	4							
		P								
1.6-3	294100 Czech A1	V							4	5
		S/Ü	4							
		P								
2.1	294150 Business English C1/C2	V							4	5
		S/Ü		4						
		P								
2.2	293850 Application Software	V		1					3	5
		S/Ü		2						
		P								
2.3	293950 Business Negotiations in Practice	V							2	5
		S/Ü		2						
		P								
2.4	293900 European Economic Integration	V		2					2	5
		S/Ü								
		P								

2.5	294000 Introduction to International Economics	V		2					4	5
		S/Ü								
		P								
		W		2						
Compulsory elective language modules 2nd semester 5 ECTS-Punkte										
2.6-1	294200 Spanish B1	V							4	5
		S/Ü		4						
		P								
2.6-2	294250 German B1	V							4	5
		S/Ü		4						
		P								
2.6-3	294300 Czech A2	V							4	5
		S/Ü		4						
		P								
3.1	292450 Semester Abroad	V			12				24	30
		S/Ü			12					
		P								
4.1	291700 Sustainable Project Management	V				2			4	5
		S/Ü				2				
		P								
4.2	293050 Human Resource Management	V				2			4	5
		S/Ü				2				
		P								
4.3	293350 Business Simulation Game	V				2			4	5
		S/Ü				2				
		P								
4.4	257300 Market Research	V				2			4	5
		S/Ü				2				
		P								
4.5	293650 Financial Management	V				1			4	5
		S/Ü				3				
		P								
4.6	292700 European and International Tax and Social Security Law	V				2			4	5
		S/Ü				2				
		P								
5.1	294050 Corporate Internship	V							2	35
		S/Ü								
		P								
		W					2			
6.1	294350 Intercultural Experience	V							4	5
		S/Ü						4		
		P								

6.2	294450 Academic Writing	V						2	4	5
		S/Ü						2		
		P								
6.3	294400 Final module (Bachelor thesis and defense)	V							2	15
		S/Ü								
		P								
		W						2		
SWS des Studiengangs			20 ¹	15 ¹	24	24	2	10	95	-
ECTS-Punkte des Studiengangs			30	30	30	30	35	25	-	180

* 1 ECTS Credit corresponds to a student workload of 30 hours

** Semester hours per week (1 SWS corresponds to 45 minutes per week)

¹ plus the SWS of the selected compulsory elective module/s

Legend:

V = Lecture

S/Ü = Seminar/Problem classes

P = Practical training

W = Other

SWS = Semester hours per week

Annex no. 2): **Module guide**

<https://web1.hszg.de/modulkatalog/>