



Dear students,

The resolution of the Board of Examiners dated February 8, 2021 on the extension of the exception regulations for the requirement to provide proof of sufficient English language proficiency has been reworded with the addition of No. 4, under which the MA.IB International Business M.A. program is exempt from eligibility. Thereafter, the resolution is amended to read as follows:

The exception regulations for the deadlines for providing proof of sufficient English language proficiency in the bachelor's and master's degree programs in the School of Business shall be extended for the period until the end of the winter semester 2021/2022 (February 28, 2022) as follows:

EXEMPTION AND EXCEPTION REGULATIONS

As an exception to Section 21, Paragraph 7, Sentences 2 and 3 of the General Examination Regulations (APO) (bachelor's degree) and Section 23, Paragraph 1, Point 3 of the APO (master's degree), proof of sufficient knowledge of English must be provided within the following deadlines:

1. The proof of the English language proficiency required under Section 21, Paragraph 7, Sentences 2 and 3 of the APO (bachelor's degree) and Section 23, Paragraph 1, Point 3 of the APO (master's degree) must be submitted by the end of the semester (for the summer semester by August 31, for the winter semester by February 28) for which it is required to be submitted for academic achievements and exams.
2. Academic achievements and exams which require proof of the required English language proficiency to be submitted can be completed and submitted beforehand, but will only be credited after the proof of the required English language skills has been submitted within the specified period of time.
3. These exceptions shall apply until the end of the winter semester 2021/2022 (February 28, 2022).
4. These exceptions do not apply to the MA.IB International Business M.A. program.

INFORMATION FOR BACHELOR'S DEGREE PROGRAMS

You must have submitted proof of proficiency in English by the start of the registration period for exams in full-time or part-time degree programs for your 3rd semester to be able to register on your own for your exams in the 3rd semester and above. Please see the calendar of the School of Business for the registration period deadlines.

If you are in the 3rd semester or above and have not yet provided proof of English language proficiency before the start of the registration period for your exams in the 3rd semester or above, the above-mentioned regulation and the following provisions apply. If you are not able to provide proof of English language proficiency as specified under Section 21, Paragraph 7 of the APO, please submit an application to register for your exams for the 3rd semester or above in a bachelor's degree program by email to the Exam Management Office: pruefungen.wirtschaft@hs-mainz.de.



Please use the following text draft when submitting your application:

- Student ID number
- Last name, first name
- Degree program

I hereby apply for provisional admission to the following examinations on the basis of the decision of the Examination Board (Information No. 2021/8 of the Examination Board and Exam Management Office – exception regulations regarding the requirement to provide proof of English language proficiency in bachelor's and master's degree programs by the end of the 2021/2022 winter semester – as of: March 5, 2021):

Class no./Exam no.	Subject/discipline	Teacher/instructor	Semester group (A, B or I, II, etc.)
Example: 021-2302	Investment & Finance	Prof. Dr. Last Name	IV

INFORMATION FROM THE LANGUAGE CENTER

Information on new testing dates for English proficiency exams will be announced on the homepage of Mainz University of Applied Sciences in the sections Language Exams and News.

As always, registrations for the OOPT can be done using the link found under Language Exams, or <https://www.hs-mainz.de/en/academics/services/interdisciplinary/language-center/language-tests/>

Once you have taken the OOPT, the results will be forwarded directly to the Exam Management Office. If you have taken other language exams accepted by the university in the meantime, please submit the result to the Office of Student Affairs yourself. All information about language tests can be found under the link above.

If you have any questions about preparing for the language exams, please contact your lecturer.

Additional possibilities to prove the required English language proficiency, such as TOEFL and TOEIC, are listed in Section 21, Paragraph 7, Sentences 2 and 3 of the APO (bachelor's degree) and Section 23, Paragraph 1, Point 3 of the APO (master's degree).

For more information, see the homepages of the Exam Management Office <https://www.hs-mainz.de/en/academics/services/school-of-business/exam-management/overview/> and Mainz University of Applied Sciences <https://www.hs-mainz.de/en/about-us/aktuelles/information-on-the-coronavirus/>

Stay healthy, and if you do get sick: We hope you get well soon!

The Chairperson of the Examination Board of the School of Business

The Exam Management Office of the School of Business