



Leaflet "Recognition" for students of the Civil Engineering teaching unit

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Introductory remarks

Credits and examination results earned at another university in Germany or abroad or in another degree programme at Leibniz University Hannover can be recognised for study programmes at the Civil Engineering teaching unit. The Examination Board of the degree programme is responsible for the recognition. Please contact for all examination boards of the Civil Engineering teaching and Examination Board Environmental Engineering and WATENV:

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If necessary, the Examination Board will involve subject examiners in the decision-making process. The decision as to whether or to what extent credits and examination results can be recognised is made on the basis of the "Orientation Framework for the Recognition of Study and Examination Achievements" of the Leibniz University Hannover.

Procedure

Recognition of credits and examination results is carried out by the Examination Board or an Accreditation Officer. All relevant information on credits and examinations results (or, in the case of planning a semester abroad, on the planned credits and examinations results and learning outcomes) and on learning outcomes (or, in the case of planning a semester abroad, on the planned credits and examinations results and learning outcomes) must be provided by the students (module descriptions, grade sheet, if applicable, certificates and records).

The courses for which recognition is sought must be entered in an Excel file available on the faculty website.

It is recommended to have a consultation with the Accreditation Officer. All necessary documents should be submitted in advance of this, so that adequate preparation and - if necessary - consultation with the respective subject study advisors is possible.

Principles of recognition

In principle, examination papers that have been completed at an equivalent university in a similar study programme are recognised. The equivalence of a foreign university is determined via the Anabin database. If experience regarding the classification of examination achievements at certain universities

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is available, this will be used. In case of doubt, an opinion of the subject examiner will be obtained.

For stays abroad, only passed attempts will be credited, the number of failed attempts will not be charged.

In the case of recognition due to a change of university, failed attempts will also be taken into account if necessary.

In principle, recognition requires that acquired competences and learning outcomes do not differ significantly from those in the respective modules of Leibniz University Hannover.

In the case of compulsory modules, recognition is based on the number of credit points specified in the examination regulations. This assumes that the majority of the teaching and examination contents (guideline value approx. 75%) is covered by the module completed at the foreign university. In the elective area, modules are not always recognised as equivalents to local modules. Recognition is then based on the information provided by the foreign university with the module title and the amount of work involved (converted into ECTS if necessary). If 50% or more of the teaching and examination content of a local elective compulsory module is covered by the recognised module, the local module may no longer be taken. A recognition in the elective area is also possible if a comparable module is not offered here. The prerequisite is that the module completed at the foreign university is an appropriate addition to the studies here. If necessary, a corresponding written explanation is required. The modules will then be credited within the framework of the Studium Generale area. As a rule, recognition is based on grades and ECTS. The grades are converted into the local system. In rare cases, e.g. in the case of non-comparable grading systems or the recognition of professional practice, recognition is also granted without a grade.

Learning Agreement for studying abroad

Students who are planning a semester abroad usually have to sign a Learning Agreement before beginning their semester abroad (see leaflet "Study Abroad"). It must be agreed with the Accreditation Officer as to which examination achievements at the foreign university can be recognised in the student's own degree programme.

The signature of the chairman of the Examination Board or the Accreditation Officer on the Learning Agreement guarantees the later recognition (upon successful completion) of the planned study and examination achievements.

The original documents of the relevant certificates of achievement must be submitted to the Examination Board upon return from the period of studying abroad.