

Curriculum for the Zentralbankwesen/Central Banking degree programme

at the Deutsche Bundesbank University of Applied Sciences

Pursuant to Section 12(4) of the Regulation on the Preparatory Training Scheme for the Upper Intermediate Service at the Deutsche Bundesbank (*Verordnung über den Vorbereitungsdienst für den gehobenen Bankdienst der Deutschen Bundesbank – GBankDVDV*).

(Decision of the Senate of the Deutsche Bundesbank University of Applied Sciences of 19 September 2024 pursuant to Section 6(1) point (1e) of the Basic Structure of the University)

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Part 1: General

Section 1 Purpose of the curriculum

Based on the applicable version of Section 12 (4) of the Regulation on the Preparatory Training Scheme for the Upper Intermediate Service at the Deutsche Bundesbank (GBankDVDV), the curriculum governs the Zentralbankwesen/Central Banking degree programme at the Deutsche Bundesbank University of Applied Sciences (hereinafter "University").

Section 2 Holiday entitlement

- (1) Holiday leave during theoretical and practical studies will be granted upon request provided that there are no work-related reasons for objection.
- (2) Holiday leave will not be granted during preparation of the bachelor's thesis.
- (3) During theoretical studies, applications for holiday leave are approved by the University. During practical studies, applications for holiday leave are approved by the relevant main tutor. When granting holiday leave, it must be ensured the student in question is able to cover at least half of the content of the affected module(s).
- (4) Theoretical studies can be broken up by non-teaching periods as determined by the University. In each calendar year, a total of up to ten working days for non-teaching days pursuant to sentence 1 may be counted as holiday days. Any non-teaching days beyond these during the period of theoretical studies are for the purpose of self-study.

Part 2: Organisation of the degree programme

Section 3 Duration and structure of the degree programme

- (1) The duration and structure of the degree programme is determined by Section 12(1) and (2) of the GBankDVDV. The degree programme commences annually on 1 April and 1 October.
- (2) By participating in each study stage of the degree programme, students of Deutsche Bundesbank and of Federal Financial Supervisory Authority (BaFin) fulfil their official obligations pursuant to civil service law.
- (3) The total scope of the modular degree programme is 5,400 hours. Students thereby obtain 180 credits under the European Credit Transfer and Accumulation System. Each credit thus represents 30 hours of student workload.
- (4) Theoretical studies (foundation course, advanced study, in-depth study 1, in-depth study 2) and practical studies (practical studies 1 to 4) alternate and form a single unit. The degree programme is organised into the following study stages:

| | Study stage | Study stage code | Duration (benchmark) | ECTS credits |
|---|-------------------|------------------|----------------------|--------------|
| | 1 | 2 | 3 | 4 |
| 1 | Foundation course | GS | 6 months | 32 |
| 2 | Practical study 1 | P1 | 2 months | 7 |
| 3 | Advanced study | AS | 6 months | 32 |
| 4 | Practical study 2 | P2 | 2 months | 7 |
| 5 | In-depth study 1 | VS1 | 6 months | 32 |
| 6 | Practical study 3 | P3 | 3 months | 14 |
| 7 | In-depth study 2 | VS2 | 4 months | 20 |
| 8 | Bachelor's thesis | BT | 8 weeks | 12 |
| 9 | Practical study 4 | P4 | 5 months | 24 |

- (5) The preparation of the bachelor's thesis accounts for ten credit points, and the defence of the bachelor's thesis accounts for two credit points according to the European Credit Transfer and Accumulation System (ECTS).

Section 4 Content of theoretical and practical studies

- (1) The theoretical and practical studies cover content on economics, administration, law and social sciences that is required to achieve the study objectives pursuant to Section 2 of the GBankDVDV. This also includes completing a portion of the degree programme in English.
- (2) The following core content is covered:
 1. specialist expertise, particularly basic knowledge of banking, finance and law as well as its application in practice at the relevant employer;
 2. methodological expertise, particularly the application of business administration, financial-mathematical and legal working methods, use of information technology, organisational, planning and decision-making techniques as well as presentation and moderation techniques;
 3. social skills, particularly communication skills, ability to deal with criticism and conflict, ability to work in a team, and empathy;
 4. personal skills, particularly initiative, independence, commitment, decisiveness, willingness to assume responsibility, resilience, and ability to shape ongoing learning processes.

Section 5 Modules

- (1) The module examinations required to pass the career development examination pursuant to Section 26(1) of the GBankDVDV are:
 1. the modules of the foundation course and advanced study in the theoretical studies as well the modules of the specialisations pursuant to Section 6 in the in-depth studies;
 2. all mandatory modules of the practical studies, and, furthermore:
 - a) for Deutsche Bundesbank students, three of the six elective modules in practical study 4;
 - b) for BaFin students, two of the three elective modules in practical study 4.
- (2) The students financed by the Bank of Namibia complete
 1. in the specialized studies, the modules in the basic and advanced studies as well as in the in-depth studies, the modules in the study profiles according to Section 6
 2. in the practical studies, all compulsory modules and, in addition, three out of the six elective modules in practical study 4.
- (3) The study stages of the theoretical and practical studies are organised as follows based on Section 12(4) of the GBankDVDV:
 1. For Deutsche Bundesbank students:

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|---|------------------|--|-------------|-------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | GS | Methodological foundations | G1 | Mandatory | 7 | Written exam, 3 hours |
| 2 | GS | Introduction to business administration | G2 | Mandatory | 7 | Written exam, 3 hours |
| 3 | GS | Introduction to the banking industry | G3 | Mandatory | 8 | Written exam, 3 hours (30) |
| 4 | GS | Introduction to the legal system: Basic Law, Civil Code and Commercial Code | G4 | Mandatory | 5 | Written exam, 2 hours |
| 5 | GS | Principles of economics | G5 | Mandatory | 5 | Written exam, 2 hours (50) |
| 6 | P1 | Overview of the Bundesbank including interdisciplinary functions (part 1 and part 2) | P1 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 7 | AS | Digital Applications and Quantitative methods | A1 | Mandatory | 6 | Written exam, 3 hours |
| 8 | AS | Business administration: deepening of knowledge | A2 | Mandatory | 7 | Written exam, 3 hours (50) |

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|----|-------------------------|---|--------------------|--------------------|---------------------|--|
| 9 | AS | Payment transactions | A3 | Mandatory | 5 | Written exam, 2 hours |
| 10 | AS | Credit and banking supervision | A4 | Mandatory | 8 | Written exam, 3 hours |
| 11 | AS | Monetary economics | A5 | Mandatory | 6 | Written exam, 3 hours (60) |
| 12 | P2 | Organisation and tasks of a Bundesbank branch | P2 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 13 | VS1 | Bank and central bank management | V1 | Mandatory | 8 | Written exam, 3 hours |
| 14 | VS1 | Analysis of financial statements and financial instruments | V2 | Mandatory | 8 | Written exam, 3 hours (40) |
| 15 | VS1 | Financial markets and international economics | V3 | Elective | 8 | Report (40) |
| 16 | VS1 | Organisation, management and human resources management | V4 | Elective | 8 | Report (40) |
| 17 | VS1 | Banking, securities and insurance supervision | V5 | Elective | 8 | Written exam, 3 hours (50) |
| 18 | VS1 | Digital transformation and advanced analytics | V6 | Elective | 8 | Presentation (40) |
| 19 | P3 | Organisation and tasks of banking supervision | P3A | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 20 | P3 | Organisation and tasks of areas with operational, operative monetary policy and financial stability functions | P3B | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 21 | VS2 | Case studies on monetary policy and financial stability | W1 | Elective | 5 | Presentation (100) |
| 22 | VS2 | Case studies on financial supervision | W2 | Elective | 5 | Oral examination (100) |
| 23 | VS2 | Case studies on payment and financial market infrastructure | W3 | Elective | 5 | Presentation (70) |
| 24 | VS2 | Corporate law, contract practice and contract management | W4 | Elective | 5 | Presentation |
| 25 | VS2 | Financial econometrics | W5 | Elective | 5 | Oral examination (50) |
| 26 | VS2 | Process and project management | W6 | Elective | 5 | Seminar paper |
| 27 | P4 | Organisation and tasks of areas with operational, operative monetary policy and financial stability functions | P4A | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 28 | P4 | Organisation and tasks of areas with interdisciplinary functions | P4B | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 29 | P4 | Internship at another suitable institution in Germany or abroad | P4C | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 30 | P4 | Organisation and tasks of banking supervision | P4D | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 31 | P4 | Professional specialisation at the Bundesbank | P4E | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 32 | P4 | Organisation and tasks of a Bundesbank branch | P4F | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |

2. For Federal Financial Supervisory Authority students:

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|----|------------------|---|-------------|-------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | GS | Methodological foundations | G1 | Mandatory | 7 | Written exam, 3 hours |
| 2 | GS | Introduction to business administration | G2 | Mandatory | 7 | Written exam, 3 hours |
| 3 | GS | Introduction to the banking industry | G3 | Mandatory | 8 | Written exam, 3 hours (30) |
| 4 | GS | Introduction to the legal system: Basic Law, Civil Code and Commercial Code | G4 | Mandatory | 5 | Written exam, 2 hours |
| 5 | GS | Principles of economics | G5 | Mandatory | 5 | Written exam, 2 hours (50) |
| 6 | P1 | Overview of the Federal Financial Supervisory Authority (BaFin) (part 1 and part 2) | P1 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVG |
| 7 | AS | Digital Applications and Quantitative methods | A1 | Mandatory | 6 | Written exam, 3 hours |
| 8 | AS | Business administration: deepening of knowledge | A2 | Mandatory | 7 | Written exam, 3 hours (50) |
| 9 | AS | Payment transactions | A3 | Mandatory | 5 | Written exam, 2 hours |
| 10 | AS | Credit and banking supervision | A4 | Mandatory | 8 | Written exam, 3 hours |
| 11 | AS | Monetary economics | A5 | Mandatory | 6 | Written exam, 3 hours (60) |
| 12 | P2 | Organisation and tasks of banking supervision | P2 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVG |
| 13 | VS1 | Bank and central bank management | V1 | Elective | 8 | Written exam, 3 hours |
| 14 | VS1 | Analysis of financial statements and financial instruments | V2 | Mandatory | 8 | Written exam, 3 hours (40) |
| 15 | VS1 | Financial markets and international economics | V3 | Elective | 8 | Report (40) |
| 16 | VS1 | Organisation, management and human resources management | V4 | Elective | 8 | Report (40) |
| 17 | VS1 | Banking, securities and insurance supervision | V5 | Mandatory | 8 | Written exam, 3 hours (50) |
| 18 | VS1 | Digital transformation and advanced analytics | V6 | Elective | 8 | Presentation (40) |
| 19 | P3 | Organisation and tasks of securities supervision | P3A | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVG |
| 20 | P3 | Organisation and tasks of insurance supervision | P3B | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVG |
| 21 | VS2 | Case studies on monetary policy and financial stability | W1 | Elective | 5 | Presentation (100) |
| 22 | VS2 | Case studies on financial supervision | W2 | Mandatory | 5 | Oral examination (100) |
| 23 | VS2 | Case studies on payment transactions and financial market infrastructure | W3 | Elective | 5 | Presentation (70) |
| 24 | VS2 | Corporate law, contract practice and contract management | W4 | Elective | 5 | Presentation |
| 25 | VS2 | Financial econometrics | W5 | Mandatory | 5 | Oral examination (50) |
| 26 | VS2 | Process and project management | W6 | Elective | 5 | Seminar paper |

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|----|------------------|---|-------------|-------------|--------------|---|
| 27 | P4 | Organisation and tasks of interdisciplinary supervisory areas and Consumer Protection Directorate | P4A | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 28 | P4 | Organisation and tasks of banking supervision (in-depth study) | P4B | Mandatory | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 29 | P4 | Professional specialisation at the Federal Financial Supervisory Authority (BaFin) or internship at a different suitable institution in Germany or abroad | P4C | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 30 | P4 | Organisation and tasks of BaFin as the national resolution authority | P4D | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |

3. For students of the Bank of Namibia:

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|----|------------------|---|-------------|-------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 0 | P1 | Overview of Bank of Namibia and of Deutsche Bundesbank | P1-1 | Mandatory | See P1-2 | Pursuant to Section 18(4) of the GBankDVDV |
| 1 | GS | Methodological foundations | G1 | Mandatory | 7 | Written exam, 3 hours |
| 2 | GS | Introduction to business administration | G2 | Mandatory | 7 | Written exam, 3 hours |
| 3 | GS | Introduction to the banking industry | G3 | Mandatory | 8 | Written exam, 3 hours (30) |
| 4 | GS | Introduction to the legal system: Basic Law, Civil Code and Commercial Code | G4 | Mandatory | 5 | Written exam, 2 hours |
| 5 | GS | Principles of economics | G5 | Mandatory | 5 | Written exam, 2 hours (50) |
| 6 | P1 | Overview of Bank of Namibia including the areas of human resource management, currency management, banking operations, and the Oshakati branch. | P1-2 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 7 | AS | Digital Applications and Quantitative methods | A1 | Mandatory | 6 | Written exam, 3 hours |
| 8 | AS | Business administration: deepening of knowledge | A2 | Mandatory | 7 | Written exam, 3 hours (50) |
| 9 | AS | Payment transactions | A3 | Mandatory | 5 | Written exam, 2 hours |
| 10 | AS | Credit and banking supervision | A4 | Mandatory | 8 | Written exam, 3 hours |
| 11 | AS | Monetary economics | A5 | Mandatory | 6 | Written exam, 3 hours (60) |
| 12 | P2 | Organisation and tasks of the areas of National Payment systems and Financial Intelligence Centre | P2 | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 13 | VS1 | Bank and central bank management | V1 | Mandatory | 8 | Written exam, 3 hours |
| 14 | VS1 | Analysis of financial statements and financial instruments | V2 | Mandatory | 8 | Written exam, 3 hours (40) |

| | Study stage code | Module | Module code | Module type | ECTS credits | Form of examination (percentage in English) |
|----|-------------------------|---|--------------------|--------------------|---------------------|--|
| 15 | VS1 | Financial markets and international economics | V3 | Elective | 8 | Report (40) |
| 16 | VS1 | Organisation, management and human resources management | V4 | Elective | 8 | Report (40) |
| 17 | VS1 | Banking, securities and insurance supervision | V5 | Elective | 8 | Written exam, 3 hours (50) |
| 18 | VS1 | Digital transformation and advanced analytics | V6 | Elective | 8 | Presentation (40) |
| 19 | P3 | Organisation and tasks of banking supervision | P3A | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 20 | P3 | Organisation and tasks of areas of financial markets, research, and development of the financial sector | P3B | Mandatory | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 21 | VS2 | Case studies on monetary policy and financial stability | W1 | Elective | 5 | Presentation (100) |
| 22 | VS2 | Case studies on financial supervision | W2 | Elective | 5 | Oral examination (100) |
| 23 | VS2 | Case studies on payment and financial market infrastructure | W3 | Elective | 5 | Presentation (70) |
| 24 | VS2 | Corporate law, contract practice and contract management | W4 | Elective | 5 | Presentation |
| 25 | VS2 | Financial econometrics | W5 | Elective | 5 | Oral examination (50) |
| 26 | VS2 | Process and project management | W6 | Elective | 5 | Seminar paper |
| 27 | P4 | Organisation and tasks of areas with financial stability functions and macro prudential surveillance | P4A | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 28 | P4 | Organisation and tasks of areas with financial and administrative functions | P4B | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 29 | P4 | Internship at another suitable institution in Namibia or abroad | P4C | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 30 | P4 | Organisation and tasks of areas with innovation, strategy and IT functions | P4D | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 31 | P4 | Professional specialisation at the Bank of Namibia | P4E | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |
| 32 | P4 | Organisation and tasks of Oshakati branch | P4F | Elective | 8 | Pursuant to Section 18(4) of the GBankDVDV |

- (4) The chronological order of the modules within a study stage may, based on work requirements, be determined by the University in the case of theoretical studies and by the main tutor in the case of practical studies.
- (5) In agreement with the University, the main tutor may also change the chronological order of practical modules across study stages.
- (6) In agreement with the University, the main tutor may modify the content of practical modules based on work requirements.
- (7) Deutsche Bundesbank students must complete at least one practical module at a regional office.

Section 6 Specialisations

(1) As a rule, the University offers students the following specialisations:

1. Supervisory and financial stability functions (A)
2. Bank operational functions (B)
3. Interdisciplinary and IT functions (Q)

(2) Each specialisation comprises four modules from in-depth study 1 and four modules from in-depth study 2.

(3) Depending on the specialisation chosen, students must complete three mandatory modules (column 2) and one elective module (column 3) in in-depth study 1:

1. For Deutsche Bundesbank students and from Bank of Namibia financed students:

| | Specialisation | Mandatory modules (module code) | Elective module (module code) |
|---|-----------------------|--|--------------------------------------|
| | 1 | 2 | 3 |
| 1 | A | V1, V2, V5 | V3 or V6 |
| 2 | B | V1, V2, V3 | V4 or V6 |
| 3 | Q | V1, V2, V4 | V5 or V6 |

2. For Federal Financial Supervisory Authority students:

| | Specialisation | Mandatory modules (module code) | Elective module (module code) |
|---|-----------------------|--|--------------------------------------|
| | 1 | 2 | 3 |
| 1 | A | V1, V2, V5 | V3 or V6 |
| 2 | Q | V2, V4, V5 | V1 or V6 |

(4) Depending on the specialisation chosen, the following modules are to be completed in in-depth study 2:

1. For Deutsche Bundesbank students and from Bank of Namibia financed students:

| | Specialisation | Modules (module code) |
|---|-----------------------|------------------------------|
| | 1 | 2 |
| 1 | A | W1, W2, W3, W5 |
| 2 | B | W1, W3, W4, W6 |
| 3 | Q | W2, W4, W5, W6 |

2. For Federal Financial Supervisory Authority students:

| | Specialisation | Modules (module code) |
|---|-----------------------|------------------------------|
| | 1 | 2 |
| 1 | A | W1, W2, W3, W5 |
| 2 | Q | W2, W4, W5, W6 |

(5) During the advanced study, students are required to choose:

1. a specialisation offered by the University pursuant to paragraph 1;
2. a module offered by the University for their specialisation from column 3 in the table in paragraph 3.

The University may set deadlines for these choices to be made.

(6) The University offers students an orientation course during the advanced study that provides an overview of the content of the various specialisations. Students may also obtain consultation from the University prior to choosing their specialisation.

Section 7 Module catalogue, training plan

(1) For each commencement date, the University produces a module catalogue that outlines the academic objectives, syllabuses, classes and examination forms of the modules as well as the tutors responsible for each module. The University is entitled to amend or update the module catalogue for each study stage.

(2) As required by the University, each student receives a training plan from their main tutor at the start of

each study stage of the practical studies.

- (3) The module catalogues are to be published within the University and retained for at least five years. Each student's training plans are to be included in their examination files.

Section 8 Practical studies

- (1) Practical studies generally take place at the relevant employer or, in the case of students financed by the Bank of Namibia, at the Bank of Namibia. Students should be given the opportunity to work independently. Activities that do not serve the study objectives should not be assigned to the students.
- (2) At the start of in-depth study 2, the practical studies coordinator may, in conjunction with the main tutor, set up a working group in which students can exchange information on the content of completed practical modules.
- (3) With regard to the notice on the structure of practical module P4C, students may, on their own initiative, complete an internship at another suitable institution other than their respective employer in Germany - or, in the case of students financed by the Bank of Namibia in Namibia – or abroad under the following conditions:
 1. The internship must be completed at a central bank, supervisory authority, ministry or subordinate institution, international organisation or other institution within the financial sector. The knowledge and methods to be acquired must sustainably support the study objectives pursuant to Section 2 of the GBankDVDV.
 2. The host institution must designate a contact person for the duration of the study visit.
 3. Unless otherwise stipulated by the examination office, the practical performance evaluation of the internship and the evaluation of the module examination must be carried out by the main tutor after consultation with the contact person from the host institution. If examiners are appointed pursuant to Section 17(4) of the GBankDVDV for the module to be completed, they shall carry out the assessments pursuant to sentence 1.

Section 9 Training meetings

- (1) The practical studies coordinator shall organise tutor conferences on key topics in the areas of didactics and examinations.
- (2) The practical studies coordinator and the main tutor shall work in close cooperation and regularly hold training meetings with the practical studies tutors.
- (3) The training meetings shall allow for participants to share their experiences, discuss student questions and problems, harmonise theory and practice and further develop the study programme.
- (4) The practical studies coordinator and the main tutor shall examine the feedback obtained in the training meetings and formulate suggestions for the implementation, optimisation and further development of the study programme.

Part 3: Examinations

Section 10 Forms of examination

- (1) In a written examination, students answer questions relating to the contents of the module in writing under supervision. When taking a written examination, students may only use those aids which have been approved in advance by the examination office. Written examinations shall have a time limit of 120 minutes for modules which account for up to 5 ECTS credits and 180 minutes for modules which account for 6 or more ECTS credits.
- (2) An oral exam tests whether students have acquired the knowledge and skills delivered in a module and whether they are able to apply them. Oral exams last approximately 15 minutes per student, unless otherwise stipulated by the examination office. Oral exams may be conducted in the form of a group examination. A group should consist of a maximum of three students.
- (3) Students are required to explain and discuss a topic from a module in the form of a presentation, using and analysing relevant sources, and to show that they are capable of presenting the results of their work in an appropriate, clear, and engaging manner. Moreover, during the discussion part of the presentation, students must be able to place their topic within the overall context of the module and answer questions on other aspects covered in the module. This should take the form of a discussion with other students, including questions from the examiner. The discussion may also be conducted exclusively with the

examiner. The presentation can be carried out as an individual or group examination. A group should consist of a maximum of four students. In an individual examination, the oral presentation should take 15 to 20 minutes, while the subsequent discussion should take around 20 minutes. In a group examination, the oral presentation should take 10 to 15 minutes per student while the subsequent discussion should take around 5 to 10 minutes per student. In a group examination, the students are to divide up the work and the content equally and meaningfully and coordinate themselves appropriately. Each student is assessed individually. The individual contributions of each student are to be indicated in the write-up. The write-up, the presentation itself and the discussion shall each contribute one-third of the assessment grade for the presentation.

- (4) A seminar paper involves answering a question or examining a topic relating to the subject area of a module in written form, including and evaluating relevant sources or using specified software or methods. As a rule, the length of the written or electronic document should not exceed ten pages.
- (5) A report consists of a written report on a specific topic and an oral presentation on the same topic or on a partial aspect of the topic. In the written report, a question or topic relating to the subject area of a module must be answered and/or examined, including and evaluating relevant sources or using specified software or methods, and presented in written form (this can also be done at least in part in the form of source or program code). As a rule, the length of the written report should not exceed ten pages. In the oral presentation, students shall demonstrate that they are able to present results of their work in an appropriate, clear, and engaging manner. Moreover, during the discussion following their oral presentation, students must be able to place their topic within the overall context of the module and answer questions on other aspects covered in the module. This should take the form of a discussion with other students, including questions from the examiner. The discussion may also be conducted exclusively with the examiner. The oral presentation should take 15 minutes to a maximum of 20 minutes, while the subsequent discussion should take around 20 minutes. The write-up and the oral presentation, including the discussion, should each count for half of the assessment grade.
- (6) In an essay, the student is required to present a solution to a workplace problem in a succinct and precise manner.
- (7) The completion of any other practical task typically performed in the Upper Intermediate Service shall involve the student carrying out a workplace task independently and appropriately documenting the results in written form.
- (8) The internship report details the content and structure of the training completed by students during the practical studies module. Students should show that they are able to reflect upon the content of their practical studies. The internship report should be no longer than three pages total (excluding appendix, where applicable) unless otherwise stipulated by the examination office.
- (9) The English-language components of individual module examinations are set down in Section 5(2) numbers 1 and 2 (column 6, value in brackets). Deviations of up to 10 percentage points above or below the value given in the table are possible.

Section 11 Notification of examination dates and forms of examination

- (1) For the theoretical study modules, the examination office shall generally notify students of module examinations within the first month of a course of study, and shall provide the following information:
 1. for written examinations: the examination date;
 2. for seminar papers: the topic and the deadline for submission;
 3. for presentations: the topic and the deadline for submission of the presentation documents;
 4. for reports: the topic and the deadline for submission of the written report;
 5. for oral examinations: the calendar week of the examination.

In justified exceptional cases, a first-time notification or amendment to a notification may be made subject to the deadline set out in Section 14(3).

Dates for oral presentations referred to in numbers 3 and 4 and oral examinations referred to in number 5 shall be announced by the examiner. In the case of combined examinations consisting of several of the forms of examination referred to in numbers 1 to 5, students shall be provided with the necessary information pertaining to these combined examinations in accordance with sentences 1 and 2.

- (2) For the practical study modules, the responsible training officer pursuant to Section 16(3) number 2 of

the GBankDVDV shall, within the first three weeks of a module, notify students of the form of the module examination and provide the following information:

1. for oral examinations: the examination date;
2. for presentations: the topic, the deadline for submission of the presentation documents and the date of the oral presentation;
3. for other practical tasks typically performed in the in the Upper Intermediate Service: the task and the deadline for submitting the documentation;
4. for essays: the topic and the deadline for submission;
5. for internship reports: the deadline for submission.

In justified exceptional cases, a first-time notification or amendment to a notification may be made subject to the deadline set out in Section 14(3).

- (3) The above provisions shall not apply to examinations falling under Sections 23(3) and 25(1) of the GBankDVDV.

Section 12 Documentation of examination results, examination files

- (1) The module examination grades are to be sent to the manager of the examination office in accordance with the requirements of the examination office.
- (2) The examination office shall maintain examination files for each student in accordance with Section 28 of the GBankDVDV. In addition to the documents pursuant to Section 28(1) of the GBankDVDV, an examination file shall contain the following documents:
 1. all other evaluation-relevant documents relating to the forms of examination under Section 10;
 2. the training plans referred to in Section 7(2);
 3. practical performance evaluations for practical modules pursuant to Section 18(5) sentence 2 of the GBankDVDV;
 4. correspondence on training and examination issues.

Section 13 Absence and withdrawal

- (1) Approval of absence or withdrawal from an examination pursuant to Section 23(1) of the GBankDVDV may only be granted if there are important reasons for this and can only be granted in the event of illness if a medical certificate is submitted without delay.
- (2) The medical certificate submitted must describe the health impairments and the effects they have on the specific examination in such a way that the examination office is able to assess to what degree they impair the student's ability to take the examination. In the event of illness-related absence from a module examination with a specific examination date, a Bachelor's thesis defence or a final oral examination, the degree of impairment shall be determined on the day of the examination.
- (3) This is without prejudice to Section 23(2) sentence 4 of the GBankDVDV.

Section 14 Retaking examinations

- (1) In accordance with Section 17(3) Number 1 of the Federal Career Path Regulation (BLV), a student may retake an examination once if they do not pass it the first time.
- (2) By way of derogation from subsection (1), pursuant to Section 17(4) number 2 of the BLV, a student may retake one module examination that they did not pass a second time in one mandatory module and one elective module.
- (3) The dates in Section 11(1) and (2) which are relevant for retaking an examination shall be announced with a deadline of at least one week.

Section 15 Plagiarism

The University is entitled to check students' examination materials for plagiarism. For this purpose, the examination office may require that examination performances be submitted additionally in electronic form as a general rule. Examination performances are to be submitted in paper form only if specifically announced by the examination office.

Part 4: Procedural rules

Section 16 Changes

The course sponsor may propose changes to this curriculum. Any decision on and any approval of these changes shall be governed by the provisions of the University's constitution and the sponsorship resolution.

Section 17 Entry into force, expiry

This curriculum shall enter into force on 1 October 2024. The curriculum of 1 April 2024 will expire on that date.

Section 18 Transitional arrangements for civil servant trainees whose participation in the preparatory training scheme commenced before 1 April 2022

- (1) This curriculum shall apply to civil servant trainees whose participation in the preparatory training scheme commenced before 1 April 2022, subject to the condition that the following requirements replace Section 3(4), lines 1, 3 and 9:

| | Study stage | Study stage code | Duration (benchmark) | ECTS credits |
|---|-------------------|------------------|----------------------|--------------|
| | 1 | 2 | 3 | 4 |
| 1 | Foundation course | GS | 6 months | 34 |
| 3 | Advanced study | AS | 6 months | 33 |
| 9 | Practical study 4 | P4 | 5 months | 21 |

- (2) Furthermore, this curriculum shall apply to civil servant trainees referred to in subsection (1) subject to the condition that the following requirements replace Section 5(2) number 1, lines 1, 2, 10, 14, 18 and 27 to 32:

| | Study stage code | Module | Module code | Type of module | ECTS credits | Form of examination (percentage in English) |
|----|------------------|---|-------------|----------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | GS | Methodological foundations | G1 | Mandatory | 8 | Written exam, 3 hours |
| 2 | GS | Introduction to business administration | G2 | Mandatory | 8 | Written exam, 3 hours |
| 10 | AS | Credit and banking supervision | A4 | Mandatory | 9 | Written exam, 3 hours |
| 14 | VS1 | Analysis of financial statements and financial instruments | V2 | Mandatory | 8 | Written exam, 3 hours (30) |
| 18 | VS1 | Digital Transformation and Advanced Analytics | V6 | Elective | 8 | Presentation (30) |
| 27 | P4 | Organisation and tasks of areas with operational, operative monetary policy and financial stability functions | P4A | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 28 | P4 | Organisation and tasks of areas with interdisciplinary functions | P4B | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 29 | P4 | Internship at another suitable institution in Germany or abroad | P4C | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 30 | P4 | Organisation and tasks of banking supervision | P4D | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 31 | P4 | Professional specialisation at the Bundesbank | P4E | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 32 | P4 | Organisation and tasks of a Bundesbank branch | P4F | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |

(3) Furthermore, this curriculum shall apply to civil servant trainees referred to in subsection (1) subject to the condition that the following requirements replace Section 5(2) number 2, lines 1, 2, 10, 14, 18 and 27 to 30:

| | Study stage code | Module | Module Code | Type of module | ECTS credits | Form of examination (percentage in English) |
|----|------------------|---|-------------|----------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 1 | GS | Methodological foundations | G1 | Mandatory | 8 | Written exam, 3 hours |
| 2 | GS | Introduction to business administration | G2 | Mandatory | 8 | Written exam, 3 hours |
| 10 | AS | Credit and banking supervision | A4 | Mandatory | 9 | Written exam, 3 hours |
| 14 | VS1 | Analysis of financial statements and financial instruments | V2 | Mandatory | 8 | Written exam, 3 hours (30) |
| 18 | VS1 | Digital Transformation and Advanced Analytics | V6 | Elective | 8 | Presentation (30) |
| 27 | P4 | Organisation and tasks of interdisciplinary supervisory areas and the Consumer Protection Directorate | P4A | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 28 | P4 | Organisation and tasks of banking supervision (in-depth study) | P4B | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 29 | P4 | Professional specialisation at the Federal Financial Supervisory Authority (BaFin) or internship at a different suitable institution in Germany or abroad | P4C | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |
| 30 | P4 | Organisation and tasks of BaFin as the national resolution authority | P4D | Elective | 7 | Pursuant to Section 18(4) of the GBankDVDV |

Section 19 Transitional arrangements for civil servant trainees whose participation in the preparatory training scheme commenced before 1 April 2024

This curriculum shall apply to civil servant trainees whose participation in the preparatory training scheme commenced before 1 April 2024, subject to the condition that the following requirements replace Section 5(2) number 1, lines 7, 3 and 9 and Section 5(2) number 2, lines 7:

| | Study stage code | Module | Module Code | Type of module | ECTS credits | Form of examination (percentage in English) |
|---|------------------|----------------------|-------------|----------------|--------------|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | AS | Quantitative Methods | A1 | Mandatory | 6 | Written exam, 3 hours |