

PO2016, PO2019 and PO2022

Regulations regarding the assignment and selection of examiners for the **subject area of Business Administration** for all Bachelor's degree programs in **Business Administration and Business Law in the summer semester 2024**

This is a convenience translation, which is provided to English-speaking readers for informational purposes only. Only the German version of this document is legally binding in accordance with § 23 paragraph 1 Federal State Administrative Procedure Act (Landesverwaltungsverfahrensgesetz).

Head of department: Prof. Dr. Frauke Sander

The following applies to the examinations **Accounting and Foundations of Business Administration 1 and 2:**

1st attempt: assignment of examiner

2nd + 3rd attempt: selection of examiner

Applications to change examiners in the courses Accounting and Foundations of Business Administration 1+2

- A change of examiner is only possible within the first six weeks after the start of lectures if a justified application is submitted to the head of the department.
- Please follow this link for more information on the relevant requirements and the necessary application: [Department of General Business Administration](#). If necessary, you can contact Prof. Dr. Sander during office hours (see LSF). Please register in advance.
- **A change of examiner will only be authorized in justified cases of hardship and to improve the compatibility of studying and raising children (parental leave). Overlapping lectures are not a justified case of hardship.**
- **Please note:** The examiner assignment is binding unless you have been authorized to change examiners. You can only take the examination with the examiner appointed for your degree program. If you take the exam with a different examiner, your exam will not be graded and documented as revoked.

1.1 ACCOUNTING /FOUNDATIONS OF ACCOUNTING (GMT1011)

Key facts in accounting:

a) Recognition of skills acquired during vocational training

- The Business School recognizes accounting skills acquired during vocational training in a variety of professions and awards the corresponding credits (ECTS) without further examination.
- Information on the relevant vocational training courses can be found here: [Department of General Business Administration](#).
- Applications for credit transfer must be **submitted** within the first **six weeks of the start of the course**, including all relevant certificates (degree certificate, training certificate and vocational school certificate).
→ **Note: Recognition is only possible if the examination to which accounting is assigned has been graded as at least sufficient in both certificates.**
- All necessary documents must be sent in advance by email to bwl@hs-pforzheim.de. The completed recognition form can be picked up during the recognition consultation hours (see notice board, W2.1.16). It is absolutely necessary to submit the original certificates beforehand! The recognition form is available for pick up for all recognitions submitted 48 hours before the respective consultation appointment.

b) Compact accounting course

- Students of all degree programs (except BDEM) have the option of completing the course as part of a compact course (Prof. Dr. Nothhelfer / Prof. Dr. Scholz) after the first few weeks of lectures
- The target group is students with relevant previous knowledge from vocational training (if this could not be credited, see a)) or a corresponding school education as well as students in their second or third attempt.
- This course is not recommended for students without prior knowledge.
- Further information: [Website of the Department of General Business Administration](#)
- For the compact course, you have a choice of examiners depending on availability, but you must decide on an examiner before the start of the course by registering on Moodle.

Examiner assignments in the 1st attempt sorted by degree program (if students cannot/do not wish to take advantage of either of the two options above):

Degree program	Examiner
BCR - Controlling, Finance and Accounting	Klittich
BEL - Purchasing and Logistics	Klittich
BMA - Marketing	Klittich*
BMFKP - Market Research and Consumer Psychology	Klittich*
BMKWE - Marketing Communication and Advertising	Klittich
BMMWP - Media Management and Advertising Psychology	Klittich*
BPM – Human Resources Management	Klittich
BREM - Resource Efficiency Management/ BNRE - Sustainability and Resource Efficiency	Klittich*
BSWP - Taxes and Auditing	Klittich
BWMI - Business Information Systems and Management	Klittich*
BIB - International Business	Klittich*
BIM - International Marketing	Klittich*
BDEM - Digital Enterprise Management (only in English)	Kropp
BWR - Business Law	Klittich

* No course offered explicitly for this degree program; however, students of the relevant degree programs can attend the course offered for other degree programs.

1.2 FOUNDATIONS IN BUSINESS ADMINISTRATION PART 1 I (GMT1203)

Examiner assignments in the 1st attempt sorted by degree programs:

Degree program	Examiner
BCR - Controlling, Finance and Accounting	Janes
BEL - Purchasing and Logistics	Janes
BMA - Marketing	Janes*
BMFKP - Market Research and Consumer Psychology	Janes*
BMKWE - Marketing Communication and Advertising	Janes
BMMWP - Media Management and Advertising Psychology	Janes*
BPM – Human Resources Management	Janes
BREM - Resource Efficiency Management/ BNRE - Sustainability and Resource Efficiency	Janes*
BSWP - Taxes and Auditing	Janes
BWMI - Business Information Systems and Management	Janes*
BIB - International Business	Janes
BIM - International Marketing (English only)	Buchner*
BDEM - Digital Enterprise Management (English only)	Buchner*
BWR - Business Law	Janes

* No course offered explicitly for this degree program; however, students of the relevant degree programs can attend the course offered for other degree programs.

1.3 FOUNDATIONS OF BUSINESS ADMINISTRATION II / FOUNDATIONS OF BUSINESS ADMINISTRATION PART 2 (GMT1023)

Examiner assignments in the 1st attempt sorted by degree programs:

Degree program	Examiner
BCR - Controlling, Finance and Accounting	Foschiani
BEL - Purchasing and Logistics	Foschiani
BMA - Marketing	Janes
BMFKP - Market Research and Consumer Psychology	Janes
BMKWE - Marketing Communication and Advertising	Janes
BMMWP - Media Management and Advertising Psychology	Janes
BPM – Human Resources Management	Trauzettel
BREM - Resource Efficiency Management/ BNRE - Sustainability and Resource Efficiency	Trauzettel
BSWP - Taxes and Auditing	Trauzettel
BWMI - Business Information Systems and Management	Foschiani
BIB - International Business	Trauzettel
BIM - International Marketing (only in English)	Buchner
BDEM - Digital Enterprise Management (only in English)	Buchner
BWR - Business Law	Trauzettel

1.4 COST ACCOUNTING /MANAGEMENT ACCOUNTING (GMT2101)

Important note for PO2016:

For the **basic courses of the PO 2016** „Business management processes, Functions and Decisions I & II“, a written exam is offered without a course. If you are studying according to the PO 2016 and have to take these exams, please note that there has been a **change in the examination regulations** for the courses compared to the Foundations of Business Administration 1 + 2 described above.

- Business management processes, functions and decisions I: Foschiani
- Business management processes, functions and decisions II: Sander

(If you are still missing both basic courses, you have the option of attending the new basic courses instead. In this case, please contact the head of department, Prof. Dr. Frauke Sander, in advance).

As a rule, free choice of examiner applies as of the 1st attempt.

Important! Students of the degree programs BDEM and BIM:

The examination must be taken in English (all other degree programs can choose between German and English).

- a) Lectures offered in German:
- b) Lectures offered in English:

In the summer semester 2023, all students will have the opportunity to attend an English-language course.

1.5 ACCOUNTING AND FINANCIAL MANAGEMENT /*FINANCIAL MANAGEMENT* (GMT2110)

As a rule, free choice of examiner applies as of the 1st attempt.

Important! Students of the **BDEM degree program**: Exam must be taken in **English**, all other degree programs can choose between German and English language courses.

Students of **BSWP and BIM in the 2nd semester** are regularly assigned to the course "Bilanzierung, Investition und Finanzierung I" with **Prof. Dr. Scholz**, as this is followed by the second part of the course and the exam in the coming winter semester.

Important! For BSPW and BIM students in the 2nd semester the **second part** of the course is taught by

- a) Lectures offered in German:
- b) Lectures offered in English:

1.6 STRATEGIC MANAGEMENT /STRATEGIC MANAGEMENT (GMT3013)

As a rule, free choice of examiner applies as of the 1st attempt.

Important! Students of the **BIB and BIM degree programs: The examination must be taken in English** (unless this course was taken for credit abroad).

All other degree programs can choose between German- and English-language courses. If you choose the English-language program, the examiner assignment applies from the first attempt as listed under b).

- a) Lectures offered in German:
- b) Lectures offered in English:

Examiner assignment from the 1st attempt

Degree program	Examiner
BCR - Controlling, Finance and Accounting	Özcelik
BEL - Purchasing and Logistics	Özcelik
BMA - Marketing	Oberman Peterka
BMFKP - Market Research and Consumer Psychology	Oberman Peterka
BMKWE - Marketing Communication and Advertising	Oberman Peterka
BMMWP - Media Management and Advertising Psychology	Oberman Peterka
BPM – Human Resources Management	Özcelik
BREM - Resource Efficiency Management/ BNRE - Sustainability and Resource Efficiency	Özcelik
BSWP - Taxes and Auditing	Özcelik
BWMI - Business Information Systems and Management	Özcelik
BIB - International Business	Oberman Peterka
BIM - International Marketing (only in English)	Oberman Peterka
BDEM - Digital Enterprise Management (only in English)	Özcelik
BWR - Business Law	Özcelik
ISP- International Study Program	Özcelik