IT / IP Law

Regulations

Study Regulations

Examination Regulations

Admission and Entry Regulations

Fee Regulations

Regulations for the Awarding of Grants

12/2009 of 07.09.2009

Important Usage Note: Regulations set forth below are translations of the German version and provided for information purposes only. In case of discrepancies or ambiguities the respective German text shall prevail.

Study regulations for the degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) at Gottfried Wilhelm Leibniz Universität Hannover as of the 28.10.2008 - Official Journal 16/2008, Page 15 according to the decision of the executive committee at Gottfried Wilhelm Leibniz Universität Hannover as of 17.06.2009, Official Journal 12/2009, Page 79.

Part I General Regulations

1 Scope of Application

These regulations are valid for the Information Technology and Intellectual Property Law degree programme at Leibniz Universität Hannover Law Faculty within the framework of the European Legal Informatics Study Programme (EULISP). The study regulations complement the exam regulations; in the case of contradictions between the study regulations and examination regulations, the requirements of the examination regulations take priority.

2 Profile of the Degree Programme

(1) The course of study *EULISP* is a non-consecutive and rather application-oriented masters course and aims at imparting special professional qualifications in legal informatics (in particular Information Technology Law, copyright law and media law) through courses on the requirements, applications, and impact of information technology in the legal system.

(2) The course is aimed at both domestic and foreign graduates of jurisprudential university studies

(3) The master degree programme is run in cooperation with the partner universities (see Appendix A) of EULISP and requires an obligatory stay at a foreign partner university.

3 Director of the Masters Course

(1) The faculty council elects the director of the masters course at Leibniz Universität Hannover from within the group of the faculty's full-time professors involved in the masters course for a period of two years. A re-election is permissible. The director remains in office until the election of his or her successor.

(2) The director also performs the tasks of the ECTS-Faculty Director in terms of the *European Credit Transfer System*.

Part II Study Contents

4 Structuring and Modularisation of Studies

The degree programme lasts for one academic year (two semesters); all credits should be achieved within this one academic year.

The degree programme is structured modularly. Modules deal with a particular theme, are in phases and each is a self contained unit of study, leading to a respective qualification in this Study area.

5 Modules

(1) The course of studies is divided into the following modules:

1. Introduction
2. Legal advice
3. Technology
4. Intellectual Property
5. Terminology
6. Practical experience
7. Abroad
8. Master thesis

(2) The individual course contents of each of the modules will be made available via the faculty's electronic faculty lecture list.

6 Programme of Study / Learning Agreement

(1) Students of the Master's course have to complete the first semester at Leibniz Universität Hannover and the second semester at one of the foreign partner universities.

(2) Examination assessments achieved at a partner university are to be recognised without an equivalence test, if the examination assessment of the partner university was offered in the scope of the common programme of study, which corresponds to section 5 of the core subjects and the assessment was graded according to ECTS.

(3) The recognition of examination assessments other than those described in (section 6, subsection 2) has to be agreed upon before the beginning of the stay abroad ("learning agreement").

Part III Final Clauses

7 Responsibilities

Except as otherwise stated herein, the director is responsible for any decision in accordance with section 3 of the study regulations.

8 Entry into Force

These regulations enter into force on the day after their publication in the Official Journal of Leibniz Universität Hannover.

9 Transitional regulations

These regulations apply to all students, who have been accepted for the Master's course starting in the Winter Semester of 2008/2009. For students, who were already enrolled for the Master's course starting before the Winter Semester of 2008/2009, the previous study regulations are still valid.

Appendix A: Partner Universities of the Master's Course EULISP

Partner universities of EULISP are:

- Università degli Studi di Bologna, Italy
- Strathclyde University Glasgow, Great Britain
- Leibniz Universität Hannover, Germany
- Katholieke Universiteit Leuven, Belgium
- University of London, Great Britain
- Facultés Universitaires Notre-Dame de la Paix Namur, Belgium
- Universitetet i Oslo, Norway
- University of Lapland (Lapin yliopisto), Finland
- Stockholms Universitet, Sweden
- Universität Wien, Austria
- Universidad de Zaragoza, Spain

Examination regulations for the degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) at Gottfried Wilhelm Leibniz Universität Hannover as of the 28.10.2008 – Official Journal 16/2008, Page 7 according to the decision of the executive committee at Gottfried Wilhelm Leibniz Universität Hannover as of 17.06.2009, Official Journal 12/2009, Page 79.

The Faculty of Law at the Gottfried Wilhelm Leibniz Universität Hannover has released the following examination regulations in accordance with § 7 (3) and § 44 (1) of the Lower Saxony University and Colleges Act.

Part 1: Bachelor examination

1-6

(omitted)

Part 2: Master examination

7 Objective of the examination and University degree

(3) (1) The Master's Exam forms a further professional degree. Through the Master examination it should be determined, whether the examinee has gained the intended specific professional qualifications in the area of legal informatics (particularly in information technology law, copyright law and media law), which oversee the subject specific contexts of the field of study and possess the proficiency to work autonomously with academic principles and to apply scientific knowledge.

(4) (2) After passing the Master examination, Gottfried Wilhelm Leibniz Universität Hannover awards the academic degree Master of Laws (LL.M).

8 Length and outline of the course of studies

The standard length of study for the Information Technology Law and intellectual property law course is 1 year. The time needed for in class study and private study amounts to 60 ECTS credits at 30 hours. The course of studies is divided into 2 semesters.

9 Structure and content of the exam

The master examination is to be completed during the course of studies. It contains the compulsory modules highlighted in attachment 1.1, the core elective modules highlighted in 1.2, the elective modules 1.3 and the module *Master thesis* highlighted in attachment 1.4.

10 Master thesis

(1) The Master thesis should show that the examinee is able to independently process a problem from the course using academic methods within a pre-specified deadline. Topic and task requirements must conform to the objective of the examination (section 7, subsection 1) and the working time according to subsection 2. 20 credits will be awarded for a successful master thesis.

(2) The master thesis is to be handed in 26 weeks after being issued. It should normally be marked by 2 examiners within 12 weeks.

(3) The master thesis is to be completed in either English or German and submitted in duplicate and in an electronically legible form. If tutors with appropriate language skills are available, the thesis may also be completed in one of the other course languages of the partner universities.

(4) When handing in the master thesis it is to be affirmed in written form that the work has been completed independently and that no other sources or means other than those properly referenced have been used and the work has not been presented in the same or a similar form to another examination authority.

(5) Should the master thesis, which has been submitted in due time not be graded at least "sufficient", the candidate will be given one additional attempt to improve the thesis within a period of eight weeks.

11 Pass and Fail

(1) The Master examination is passed when the stated modules are passed, in accordance with section 9, with at least the lowest number of credits available, in total at least 60 ECTS credits, and the entire grade is "rite".

(2) The Master examination is not passed, if the resit of an exam, which was in accordance with section 9 is not passed, cannot be retaken in accordance with Section 16.

Part 3: General Clauses

12 Admission

(1) Whoever is enrolled on the course at the Gottfried Wilhelm Leibniz University Hannover is allowed to take the Master examination.

(2) (omitted)

(3) One need not register separately for the examination.

13

(omitted)

14 Examination Assessment

(1) Examination assessment is in the form of written examinations, oral examinations, essays and seminars.

(2) An examination is a written piece of work under supervision. An examination lasts between 90 and 120 minutes. For guest students the length of examinations may be increased, upon application, by up to 30 minutes. Examinations may also be completed in the form of oral examinations. The form of examination must be decided upon no later than the beginning of the registration period.

(3) The length of an oral examination must not be longer than 20 minutes per examinee. They will take place either individually or as a group of up to five students not open to the general public, in presence of a co-assessor who possesses a similar level of qualification.

The content and results will be put on record. Students of the same study programme as well as other members of the university, with an individual interest, are allowed to be present at the oral exam. This is not extended to the consultation of the examination board and the subsequent announcement of the exam result to the examinee. Upon the examinee's the audience may be excluded from the examination.

(4) An assignment is an individual piece of written work with one or more tasks.

(5) Seminar participation involves an individual and in depth written discussion of a problem with the involvement of science and practice as well as presentation of the work in an oral presentation and subsequent discussion.

(6) Examination participation in the form of group work is permitted as long as the individual input is clearly distinguished in regard to objective criteria and is graded separately.

(7) On submission of a written assignment one must insure in written form that the work is independent or, if permitted, composed together with other students and that no sources, other than those referenced and all the parts of the work that come from other sources, whether literally or analogously have otherwise been identified.

15 Registration

In order to take part in the examination, one must register within the given time period for each exam.

16 Resits

Passed examinations may not be repeated. A failed examination can, upon request, be retaken *once* if a pass in the Master examination is required for the examination participation in accordance with section 11. Failed examination assessments are to be repeated on a specific date determined by the director, without further registration, in accordance with sentence 2; Resit examinations can also be arranged as oral examinations.

17 Failure, Withdrawal

(1) One can withdraw from the examination up until the beginning of the examination. Non-attendance to a prearranged examination time will be considered as a withdrawal. Withdrawal in terms of sentences 1 and 2 are allowed without reason.

(2) On failing to meet a prearranged submission deadline or withdrawing from an examination after the start date the corresponding examination is graded as "nicht bestanden / fail" (F / 7,00). Notwithstanding, the examination is counted as not taken if there are compelling grounds for absence or withdrawal, which have been shown in written form and are credible. In the event of illness the submission of an official medical certificate must be submitted. The programme director has the decision of approval with regard to the compelling grounds.

(3) The appropriate representative can arrange for the submission deadline of the examination assessment to be extended or arrange a new examination appointment if the examinee is ill or prevented from attending in some way. Already attended examinations do not need to be repeated.

(4) If the examinee is able to prove that he is not in the position to be able to successfully complete the examination assessment in whole or in part in the required form due to a long lasting or permanent physical disability then the examinee is permitted to take an equal examination assessment in a different form.

18 Deception, Breach of Regulations

(1) Attempting to influence the result of an examination assessment or the Master thesis by means of deception will result in the respective examination assessment or Master thesis being graded as "nicht bestanden/fail" (F/7,00). The use of forbidden means during the examination is always considered an attempt at deception.

(2) Whoever is found guilty of a breach of regulations can be disqualified from the respective examination assessment; in this case the respective examination assessment is counted as "nicht bestanden/fail" (F/7,00).

(3) In the cases of subsections 1 and 2 the director can exclude the examinee from a resit or Improvement in isolated cases

(4) Until the decision is made the examinee continues the examination, unless the supervisor takes the decision that a provisional disqualification from the examination is necessary.

19 Evaluation and Grading Procedure

(1) Examination assessments are normally evaluated within 4 weeks by the examiners. The following grades are used:

ECTS Grading System			Extended Grading System	
ECTS Note	Standard	Definition	Numerical	Differentiated

	Apportionment Percentage		Grade	Grade
A	10 %	excellent	0.70	A+
			1.00	A
			1.30	A-
B	25 %	very good	1.70	B+
			2.00	B
			2.30	B-
C	30 %	good	2.70	C+
			3.00	C
			3.30	C-
D	25 %	satisfactory	3.70	D+
			4.00	D
			4.30	D-
E	10 %	sufficient	4.70	E+
			5.00	E
			5.30	E-
FX	-	failed	6.00	FX
F	-	failed	7.00	F

(2) Examination participation is graded as per the ECTS credit point system according to subsection 1 without the use of the advanced grading system. Examination assessments are passed when at least "ausreichend/adequate" (E) is awarded.

(3) To determine the overall grade, the grades of the successful examinations are to be drawn upon; the best grades from all of the successful examinations (including additional examinations) are chosen to reach the minimum grade. The ECTS grades of the individual examinations are converted into numerical grades as per the advanced grading system. The overall grade is formed by the performance credits of the weighted examinations in accordance with subsection 7.

(4) The evaluation of the written Master thesis is graded according to the differentiated grade system of the advanced grading system in accordance with subsection 1. The Master thesis is successful when the average of the examiners individual grades are at least "ausreichend/adequate" (E).

(5) The overall grade of the written Master thesis assume 40 from 100 and the overall grade from the examinations assume 60 from 100. The overall grade is calculated from the numerical grades in accordance with subsection 7, then rounded up in accordance with subsection 8 and finally converted into the ECTS grading system. The overall grade is as follows:

- summa cum laude = excellent (achievement of ECTS grade A)
- magna cum laude = very good (achievement of ECTS grades B)
- cum laude = good (achievement of ECTS grade C and D)
- rite = sufficient (achievement of ECTS grade E)
- insufficienter = insufficient (achievement of ECTS grades FX and F)

(6) In forming the average grades, only the first 2 decimal places behind the comma will be used; all further places will be deleted without being rounded up.

(7) Rounding up to the next higher integer value is made from a decimal value of 50 hundredths, a rounding to next lower integer value is made up to a decimal value of 49 hundredths.

20 Credit points and modules

(1) For each successful course attendance or module completion, credit points are awarded. The number of credit points, which can be attained in each examination participation and module is shown in attachment 1.

(2) A module is passed with the acquisition of the minimum required credit points for the relevant module shown in attachment 1.

The module grade will be formed from the grades in the scope of the successful examination assessment modules, in accordance with section 19 subsection 2.If an examination assessment belongs to more than one module then it is the decision of the student as to which module it belongs to but the credit can only be used in respect of one Module.

(3) The practice module according to attachment 1 is passed, when one has completed at least one month work experience at a law firm, business or public agency in relation with at least one subject from the syllabus, in accordance with section 5 of the study regulations and has also been present for at least 20 hours per week. The practical study time at the work placement is graded by the supervisor in accordance with section 19 subsection 1.

(4) The work placement must be completed during the period of study. The acceptance of a work placement is to be reported to the director prior to starting. On request, the director informs the student as to whether the work placement is satisfactory in accordance with subsection 3.

(5) Between three and six credit points will be awarded for the practical module. The total amount is dependent on the average working hours, which the student completed weekly at the work placement. Three credit points will be awarded for between 20 and 26 working hours, four credit points for between 27 and 33 working hours, five credit points for between 34 and 39 working hours and six credit points for 40 or more working hours.

21 Additional Examinations

Students can take further examinations to achieve the necessary credit points. In accordance with section 24, the results of these additional examinations will, upon request, not be included on the certificate or transcript and not incorporated in the assessment of the entire grade (section 19 subsection 5).

22 Allowance

(1) Successful and unsuccessful examinations, which have been completed domestically or abroad in the same or similar degree programme will be taken into account when the institution where the examination assessment was taken is on an equal level with a German university and the scope and contents of the exam correspond to an exam taken in Germany then this will be taken into account. In case of doubt comments from the central centre for education abroad and the examiner can be obtained. Practical work participation, which has been completed either domestically or abroad within the framework of the same or comparable degree programme will be taken into account if they are equivalent.

(2) The grades achieved for the examination assessments will be used or converted. The study time and performance credits will be accounted for in accordance with attachment 1 (where applicable). If a grade conversion is not possible the examination assessment remains ungraded; this applies particularly in the case of subsection 2 sentence 3. An ungraded module will be acknowledged in the transcript of records.

(3) A Master Thesis that has been completed outside of the Gottfried Wilhelm Leibniz Universität Hannover is only credited when it has been composed within the framework of a EULISP held integrated double degree programme.

23 Access to Examination Records

After completion of the examination, the student is, upon application, allowed access to the complete examination file. The request is to be submitted at the latest within a year of receiving the transcript of records or after being informed of an unsuccessful examination by the dean of study affairs. Who will also determine time and place of access?

24 Certificates and Statements

(1) A certificate will be immediately issued for the successful examination, which contains the modules and it's grades, the work and it's grades as well as the entire grade of the examination and the acquired credit points. An index of the successful modules will be attached to the certificate (including the Master thesis). The index contains the total of the entire grade (section 19 subsection 5) courses attended and credit points as well as the grading or assessment of the examination assessment. All grades are identified as decimal numbers. The date of the certificate is the day on which the examination was passed. A certificate with the confirmed academic grade and a diploma supplement is also issued with the same date.

(2) Written confirmation is given when the examination is failed [without the chance of resitting the exam].
(3) In the cases of subsection 1 and 2, 2 alternatives as well as withdrawal from the degree programme at the Gottfried Wilhelm Leibniz Universiät Hannover are issued upon application of a transcript of records, which details the successful examination assessment, grades and the corresponding awarded credit points. In the case of subsection 2, 2 alternatives are indicated on the transcript of records that the examination has been failed [without the chance of resitting the exam].
(4) All certificates, final certificate and transcript of records are issued in German and in English.

25 Director for the Degree Programme

The director for the degree programme in accordance with section 3 EULISP study regulations is responsible for the organisation of the examinations The director discusses examination matters of fundamental importance with the study committee.

26 Process Regulations

(1) The general regulations of administrative law as well as the legal regulations for maternity and parental leave apply mutatis mutandis in the examination procedure. Detrimental administrative decisions have to be justified in written form with the right to appeal and further instructions being made known. Against decisions, which concern the assessment of the exam performance, an appeal can be made within a month of the decision being made known.
(2) If the examinee in his appeal brings to attention a concrete and substantiated objection against an academic evaluation of an examination, the director will forward the appeal to the evaluator. If the evaluation of the examination is changed according to the application, the director remedies the appeal. Otherwise the director checks the decision on the basis of the statement from the examiner as to whether

1. the examination procedure has been carried out properly,
2. the assessment has been conducted on the basis of incorrect facts,
3. the general rules of academic assessment have not been adhered to,
4. an acceptable answer that was logically made in terms of the assessment was incorrectly graded,
5. the examiner has allowed himself to be affected by irrelevant considerations.

The same is applicable if the objection to the evaluation corresponds to the decisions of examiners.
(3) Objections should be decided upon within one month.
(4) The submission of an objection cannot lead to a lower examination grade being awarded.

Part 4: (Final) Regulations

27 Entry into Force

These examination regulations upon approval of the University, enter into force on the day after their publication in the Official Gazette of Leibniz Universität Hannover.

28 Transitional regulations

These regulations apply to all students, who have been accepted for the Master's course starting in the Winter Semester of 2008/2009. For students, who were already enrolled for the Master's course starting before the Winter Semester of 2008/2009, the previous study regulations are still valid.

Attachment 1: Modules of the Degree Programme

1. Compulsory modules of the Degree Programme

Module	Courses	Semester	Course Achievement	Examination Achievement	
Basis	Seminar	1	S	M30	6
	Seminar	1	S	M30	6
	Law Theory	1		K90	4
	Intangible Property Rights	1		K90	4
	European Union Law	1		K90	4
	Legal Informatics	1		K90	4
Abroad	Dependent on chosen Partner University	2			≥ 15

Both compulsory modules have to be passed. The module 'Basis' amounts to 28 credit points; out of which at least 14 credit points are to be achieved. In the module 'abroad' at least 15 credit points have to be achieved

2. Core elective modules of the Degree Programme

Module	Courses	Semester	Course Achievement	Examination Achievement	
Law Practice (advice)	IT Contracts Procedural Law Criminal Law E-Commerce	1		K90 K90 K90 K90	4 4 4 4
Technology	Information Security Telecommunication Law Biotechnology Law Media Law	1		K90 K90 K90 K90	4 4 4 4
Intellectual Property	Intangible Property Rights Media Law IT Contracts Criminal Law	1		K90 K90 K90 K90	4 4 4 4

At the least one core elective module must be chosen. Each core elective module contains 16 credit points, at the least 8 credit have to be achieved

3. Elective modules

Module	Courses	Semester	Course Achievement	Examination Achievement	
Terminology	English for IT/IP Law	1		K90	2
Practice		1-2	Work Placement relating to IT		3-6

The Choice of one or more elective modules is optional.

4. 'Master Thesis' Module

Module	Courses	Semester	Course Achievement	Examination Achievement	
Master Thesis		2		Master thesis	20

The 'Master Thesis' module must be passed.

As of 23.07.2009 (Az.: 27.5-74503-87), The Lower Saxony Ministry for science and culture has approved the following regulations about admission and entry requirements for the LL.M. degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) according to § 18 (7) and (13) of the NHG (Lower Saxony University and Colleges Act) and § 7 (2) of the NHZG (Lower Saxony University and Colleges Act for Admission and Entry Requirements) in conjunction with § 51 (3) of the NHG. The regulations come into force after their publication in the Official Journal of Gottfried Wilhelm Leibniz Universität Hannover.

Admission and entry regulations for the degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) at Gottfried Wilhelm Leibniz Universität Hannover as of the 13.08.2009, Official Journal 11/2009, Page 97.

The Faculty of Law decided on the 28.10.2008 on the following regulations in accordance with § 18 (7) of the NHG (Lower Saxony University and Colleges Act), § 7 of the NHZG (Lower Saxony University and Colleges Act for admission and entry) and § 6 (4) of the Basic regulations of the Leibniz Universität Hannover.

1 Scope of application

(1) These regulations regulate the access and admission to the LL.M Masters Programme for Legal Informatics and intellectual property law ("degree programme") within the framework of the European Legal Informatics Study Programme (EULISP).

(2) The admission regulations are in accordance with section 2.

(3) In the case of there being more applicants who fulfil the admission requirements than places available, the places will be awarded after the result of a selection procedure (section 4). In the case of there being fewer applicants who fulfil the admission requirements than places available, a selection procedure does not take place.

2 Entry Requirements

(1) Requirement for admission to the degree programme is when the applicant:

a)

- has either a first jurisprudential degree or a similar degree in a related field of study from a German University or a university which belongs to the Bologna signature states,

- or has acquired a (first) jurisprudential degree or a similar degree in a related degree programme at a foreign university; the equality is to be determined by the stipulations of the application proposals from the central office for foreign education at the secretary of the conference of cultural ministers (www.anabin.de)

as well as

b) the specific eligibility is demonstrated in accordance with subsection 2. The decision as to whether a degree programme is closely related is to be made by the coordinator for the study programme in accordance with section 3 EULISP Study regulations ("coordinator(s)").

(2) Specific eligibility requires the following conditions to be satisfied:

a) a qualified Law degree in accordance with the requirements of subsection 3,

b) and/or evidence of particular motivation for the chosen degree programme in accordance with subsection 4,

c) as well as sufficient knowledge of the languages in accordance with subsection 5.

(3) The qualified Law degree assumes that the previous degree was achieved with at least a grade of "satisfactory".

(4) A letter of motivation must accompany the application, including evidence of the following:

1. The specific abilities, interests and experience the applicant has in relation to being suited to the degree programme,
2. In how far the degree programme is suited to the applicant's professional goals,
3. In how far he or she is qualified in relation to the academic basics and method orientated task solving and,
4. possesses confident knowledge of the academic basics and the basic knowledge from the first degree.

The letter of motivation is appraised by the selection committee (section 5). The evidence of the particular motivation shows that the letter of motivation is graded with at least 2 points. Either 0 points or 1 point will be awarded for each of the four parameters set out above. The score is graded in the following way:

0 = not given and inconclusively demonstrated

1 = given and conclusively demonstrated.

(5) Applicants must possess sufficient knowledge of the German or English language as well as sufficient knowledge of the language, which is required for the active participation in the courses at the partner universities. The evidence is shown by:

a) For German: For Applicants where German is not their native language, the evidence of knowledge of the German language is shown through passing the German language test for university admission (DSH) level 2, the test German as a foreign language (TestDaF) level 4x4, the small German language diploma (KDS) or equivalent.

b) For other languages: For applicants whose native language is different to that of the respective language, evidence of the knowledge of the language is demonstated through the following requirements:

- by means of language tests from the language centres of the universities or equivalent evidence. Knowledge of English can also be shown through the successful completion of the Test of English as a Foreign Language (TOEFL) with at least IBT 78/120 or the Cambridge Certficate in Advanced English (CAE) and Proficiency in English (CPE) at Grade B.
- Through school certificates, which show the successful participation in a specialised course of the respective language (at least 8 points) and at least the successful completion of a two year basic course of the language (at least 10 points) respectively.
- Through evidence of a twelve month residence in a state in which the specific language is spoken.

3 Start of Course and Application Deadline

(1) The degree programme begins every winter semester. The written application with required application documents, in accordance with subsection 2, must reach the university by the 15th July for the winter semester. The application is only valid for the allocation of places within the respected application deadline.

(2) The following documents - original copies of certificates must accompany the application form:

a. A passport photo
b. Letter of motivation in accordance with section 2 subsection 4 in German or English
c. Tabular curriculum vitae in German or English
d. University degree certificate
e. Certificate of Second State Examination (German Bar Exam) (if applicable)
f. Evidence of section 2 subsection 5

In addition it must be stated in the application as to which foreign partner university the applicant would like to attend for the stay abroad.

(3) Applications, which are not complete, according to form or do not meet the deadline, will be excluded from the further application process. Submitted documents will remain with the university.

4 Admission Procedures

(1) If there are more applicants who meet the entry requirements than places available, the places will be given subject to a university selection procedure.

(2) The allocation of places will take place as follows: A shortlist will be formed on the basis of the final grade of the student's qualifying Law degree, in accordance with section 2 subsection 3, and the evaluation of the letter of motivation in accordance with section 2 subsection 4, in which each

ascertained point will be improved by 0,5 in accordance with section 2 subsection 4. If individual applicants are ranked equally, the order in which they are placed on the list will be based on the drawing of lots.

(3) Apart from that, the general regulations for enrolment at the university will remain unaffected.

5 Selection Committee for the Degree Programme

(1) The legal faculty forms a selection committee for the preparation of the selection process.

(2) The selection committee consists of the Programme director, as well as two other members who are entitled to vote, who are either university professors or research associates of the university and closely related members of the study group with an advisory role. At least one participant must be a university professor. The members are appointed by the Faculty council. The tenure of the member is two years, one year for student members. Re-appointment is permissible. The members remain in office until the appointment of their successor. The selection committee is competent if at least two voting members are present.

(3) The tasks of the selection committee are the following:

a. The examination of the incoming applications for admission regarding formal entry compliance
b. Examination of the entry requirements
c. Discovering the particular motivation for application in accordance with section 2 subsection 4
d. Decision about the acceptance or rejection of applicants.

6 Decision-making, Clearing, Admissions Procedure

(1) Applicants, who can be accepted, receive written confirmation from the university. A deadline is established in which the applicant has to explain in written form whether he or she will accept the place on the course. The approval document is invalid if this explanation is late or incoherent. The legal consequences are indicated in the approval document.

(2) Applicants who cannot be accepted receive a rejection letter, in which the attained position and the position of the last accepted applicant is stated. Instructions about a person's legal remedies are supplied with the notice of rejection. The applicant also receives an invitation to be placed on the list for clearing, subject to written application within a certain deadline. The applicant is disqualified from clearing if the applicant fails to supply the explanation within the deadline or is incoherent. The legal consequences are indicated.

(3) Withdrawal from the course ("rescission") is possible up until the start of the lecture period. The withdrawal is to be explained in written form.

(4) Clearing procedure is applied on the basis of a waiting list in accordance with section 4 subsection 2.

(5) The admission procedure will be closed by the start of the lecture period at the latest. Then any remaining places can be awarded by an informal application. Here the application period begins two weeks before the start of lectures and ends with the completion of the requirements

7 Entry into force

These regulations, upon approval of the University enter into force on the day after their publication in the Official Gazette of Leibniz Universität Hannover. For an application procedure that at this point in time has already begun, the previous Regulations will apply.

Fee regulations for the degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) at Gottfried Wilhelm Leibniz Universität Hannover as of the 28.10.2008 - Official Journal 16/2008, Page 17 according to the decision of the executive committee at Gottfried Wilhelm Leibniz Universität Hannover as of 17.06.2009, Official Journal 12/2009, Page 79.

1 Scope of Application

These regulations apply to the Legal Informatics and intellectual property law ("degree programme") organised by the Legal Faculty of the Leibniz Universität Hannover in the framework of the European Legal Informatics Study Programme (EULISP).

2 Fee Payment Obligation

Every student matriculated at Leibniz University has to pay, in addition to the fees of the student union, fees amounting to 1,500 Euros for the duration of the winter semester at Leibniz University Hannover. The Faculty can at any time they see fit, adjust the fees with effect as of the following semester. This decision enters into force upon approval of the executive committee and the subsequent publication into the official Gazette of Gottfried Wilhelm Leibniz Universität Hannover.

3 Bursary

With the relevant eligibility for financial support, students can be granted a bursary in the form of a one off payment of up to 750€. A request for a bursary is to be submitted with the application for a place on the course and has no influence on admission to the degree programme.

4 Hardship Provision

In the case of hardship in the style of figure 1.2.7 of the fee payment regulations of the Leibniz Universität Hannover can, on request, be partly or entirely waived. A request is to be submitted with the application for a place on the course and has no influence on the admission to the degree programme.

5 Payment

The fee is due with the acceptance of the admission document and is to be transferred to the disclosed bank account of Leibniz Universität Hannover within the specified deadline. Evidence of payment is to be attached to the letter of acceptance, except in the case of section 4.

6 Withdrawal

If another student takes the place of a student who has withdrawn from the programme, then the student fees paid by the withdrawn student will be reimbursed minus 50 Euro administration charges.

Apart from that a reimbursement shall not be possible. The programme director decides on exceptions with consideration to individual circumstances in accordance with section 3 EULISP Conditions for study.

7 Appropriation

The fees are used to finance additional teaching, equipment and other relevant teaching costs of the degree programme upon the decision of the programme director.

8 Entry into force

These regulations, upon approval of the University, enter into force on the day after their publication in the Official Gazette of Leibniz Universität Hannover. For students who are already matriculated at this point in time, the previous Fee Regulations will apply.

Regulations for the awarding of grants in accordance with § 3 (1) number 8 of the NHG (Lower Saxony University and Colleges Act) for students of the degree programme *Information Technology and Intellectual Property Law* within the framework of European Legal Informatics Study Programme (EULISP) at Gottfried Wilhelm Leibniz Universität Hannover as of the 28.10.2008 – Official Journal 16/2008, Page 18 according to the decision of the executive committee at Gottfried Wilhelm Leibniz Universität Hannover as of 17.06.2009, Official Journal 12/2009, Page 79.

1 Scope of Application

The Institute of Legal Informatics at the Legal Faculty of Gottfried Wilhelm Leibniz Universität Hannover awards bursaries to students of the degree programme. Bursaries are also awarded in the form of a one off payment in accordance with section 3 EULISP fees and charges as well as bursaries in the form of monthly support and allowances for travel costs for participants on the Double-Degree Programme.

2 Number and Value of Bursaries

(1) The amount of the bursary amounts to a one off payment of 750€ in accordance with section 3 EULISP fees and charges. The number of bursaries is based on the amount of funding available.

(2) The number and amount of bursaries for Double Degree participants depends on the funding allotted by the DAAD to the Programme that year. The monthly instalments are paid in full for the months, in which the student stays in the guest country for more than half of the respective month. Half of the monthly instalment is paid for months in which the student stays in the guest country for less than half of that month.

3 Procedure

(1) The award of a bursary requires an application from the student. They have to complete a specific section on the application form. The financial situation of the student needs to be disclosed, as well as all of their qualifications need to be evidenced, through submission of relevant documents.

(2) A decision about a bursary application shall be issued with the offer letter (section 3 Entry and Admission Regulations). In case there is still no approval of financial aid from the DAAD at this point, our decision about a bursary application will be made conditionally. As soon as the DAAD has decided, the final approval will be granted.

(3) The award decision is taken by the programme director.

4 Selection Criteria

The award of a bursary depends on the applicant's eligibility. Their eligibility depends in particular on:

- Their income and financial situation
- Their final degree grade
- Previous knowledge and experience in IT Law (e.g. elective subject, seminar, main focus, work experience)
- Particular language knowledge.

5 Entry into force

These regulations come into force the day after their publication in the official Gazette of Leibniz University of Hannover. For an application which has already begun at this time, this Directive has no effect.