

Study Guide

for International Economics &
Governance (M.A.)
at the University of Bayreuth

last updated October 2024

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1. Preliminaries

Dear fellow students,

We as your student representatives think it might be very helpful for new Master students (but also for some of the elder ones) to get some general information and extra hints for our IWG Master program.

This Study Guide is meant to give some advice, explain how things at the University of Bayreuth work and mention important websites or contact persons. Furthermore, we want to show the wide possibilities for specialization in our great Master's program.

If you have any recommendations for this Study Guide (e.g. some points missing or if something isn't explained in an understandable way) just let us now! You can always approach us on campus, at our Master-get-togethers or just drop us an email. The contact details of the current student representatives can be found here:

<https://www.iwg.uni-bayreuth.de/de/studium/Studierendenvertretung/>

Your student representatives
Bayreuth, October 2024

Special thanks to all of those how have been working on former versions of this Study Guide:

- Simon Koch (Initiator, student representative 20/21)
- Aila Banach (student representative 20/21)
- Ole Gottschalk (student representative 20/21)

2. Student ID-Card

Your Student ID-card is important to identify yourself and for many other activities at the university, as well as to get discounts in shops/for activities outside of the university.

General

The Student ID-Card is handed out by the ZUV (Zentrale Universitätsverwaltung). In general, you should get your Student ID-Card automatically a few days after matriculation. On the front side is a photo of you with your name and your matriculation number (usually a seven-digit number). Below that you will see the duration of matriculation for the current semester (it is printed on the card). This has to be reprinted every semester after you paid the semester fees. On the back of the card you can find a map of the university's campus and your identifier for the university online tools (something like "bt1234567"). With your validated Student ID-Card you are allowed to use all public transport in the city and county of Bayreuth for free.

Your Student ID-Card has two different accounts (you cannot directly transfer money between the two accounts!):

- One can be used to buy food, snacks and drinks all around campus, including the Mensa. You can refill the card with cash at several locations (e.g. there's one machine in RW and a few in the Mensa). Moreover, you can ask for the automatic reload at the Mensa cash point (you'll get a QR-Code and must register online with your bank account).
- The second account is used for copying/printing, library fees (you only have to pay anything if you keep your books way to long) or the university's sport program. You can refill the card at several locations, e.g. in the libraries or at the ZUV (Zentrale Univeristäts Verwaltung). Further information, like where copy machines etc. are, can be found here: https://www.ub.uni-bayreuth.de/en/service/drucken_kopieren_scannen/index.html

Validation

You have to validate (sort of "reprint") your Student ID-Card at the beginning of every semester. This can be done at some of the libraries as well as at the ZUV. You can validate the Card for the following semester as soon as you paid the semester fees.

You are only allowed to use the public transport for free if your ID is validated!

Further information can be found here:

<https://www.studierendenkanzlei.uni-bayreuth.de/en/students/ubt-campus-card/index.html>

University Sport (Allgemeiner Hochschulsport)

If you want to participate in the university's sports program, you have to pay 30€ per semester. Not all the offered sports are included – you have to pay some extra fees e.g. for tennis or the gym. At the beginning of every semester, it is possible to participate a few weeks for free to have a look.

To show that you have signed up and paid the corresponding fee, you will need the UBT-App. You

will find a QR code in there which needs to be shown to enter the sports building. You can also directly book your sports courses there.

Payment details and the exact course offerings can be found on the website of the Sportinstitut.

<https://www.hochschulsport.uni-bayreuth.de/de/organisatorisches/index.html>

Library and Computers

In order to use the computers at the university (ZIP-Pools or in the libraries) you need the Username of your Student ID-Card. To use the library's online register, you will need another set of login credentials: The long number on the back of your student ID serves as the username, and your 6-digit birthdate as the password. More can be found here:

https://www.ub.uni-bayreuth.de/de/download/2015-09-14_Passwoerter-UB.pdf

Furthermore, you need your Student ID-Card to borrow books. However, some books cannot be borrowed. Just go to the front desk of the library with the book and they will help you.

At the beginning of each semester the library offers some guided tours around the library and give several courses, e.g. on using Citavi or on scientific research.

Further information can be found on the library's homepage:

<https://www.ub.uni-bayreuth.de/en/index.html>

In the RW Library you can also make reservations and "book" some of the group workspaces. (https://www.ub.uni-bayreuth.de/de/news_archiv/2016-01-27_RW-Raumbuchungssystem/index.html)

3. e-Learning

e-Learning is the online university server used by the chairs to post lecture slides, problem sets, relevant articles, exam information, ... Furthermore, it is used as the central tool to communicate with participants of a specific course. It is not compulsory to enroll in the courses you want to take. But it is highly recommended in order to keep up to date and have access to the materials!

You get access to <https://elearning.uni-bayreuth.de/> with your "bt..." identifier. You can change the language at the top of the page.

You can find your courses by simply searching for them (make sure that you register for the course of the current semester, not an old one) or by looking at the different course offers by the economics chairs.:

- Klick on "**Course Categories**"; on the semester you are interested in; "**Rechts- und Wirtschaftswissenschaftliche Fakultät**" – Faculty of Law and Business; "**Wirtschaftswissenschaften**"; now you will see the business and economics chairs and can select specific courses of each chair.
- Some of the lecturers use a password for their e-Learning course, which should usually be announced in their first lecture.

If you registered for a course on e-Learning you do not have to take the exam, actively participate

in the course or similar. This is just the central communication tool. Many students register for a lot more courses on e-Learning than they really take during the semester. (You get a good overview about what the topics are, when the exams might take place, ...).

If you want to sign out of a course, you can unenroll yourself under the “course administration” button.

Another really helpful resource are the old-exam courses on E-learning. The “Fachschaft RW” has one general one with old exams of various chairs, but some chairs have their own courses:

Old Exams Fachschaft RW: <https://elearning.uni-bayreuth.de/course/view.php?id=26331>

Old Exams VWL VI: <https://elearning.uni-bayreuth.de/course/view.php?id=15154>

Old Exams VWL V: <https://elearning.uni-bayreuth.de/course/view.php?id=17434>

4. cmlife

In cmlife you manage all the official student belongings. Here you **register and deregister** for exams: If you don't register for an exam at least a week in advance, you cannot participate! On the other hand, if you change your mind and don't want to write an exam anymore for which you have previously registered, you must deregister. Otherwise, the exam counts as failed!

Moreover, you find your matriculation certificate, you can see your grades, download your current Transcript of Records, and more. The official registration for courses that allow only a limited number of participants, especially seminars, often also takes place here (otherwise you are e.g. instructed by the chair to register via E-Mail.).

cmlife: <https://my.uni-bayreuth.de/cmlife/>

UBT E-Mail

As you start your studies at the university, you automatically get a UBT-E-Mail account. Here, you receive official E-Mails by the university, the faculty, but also notifications from cmlife (e.g. if you received new grades). You can access you mails here:

<https://mail.myubt.de/owa/>.

It is helpful to add your UBT-Mail account to your standard email program (e.g. Outlook). You should use this E-Mail account as the primary way of communicating with lecturers and other offices of the university. Do not use the e-Learning platform to send emails to your professors.

5. Semester Abroad

As part of our Master's program, you can take a semester abroad. You can either look for a university yourself or apply for an exchange semester at one of the university's partner universities. These can be found here:

<https://www.international-office.uni-bayreuth.de/en/going-abroad/index.html>

If you want to take a semester abroad via the partner universities, you must apply early. Usually, the deadlines for the following winter semester or the summer afterwards is the 1st of December. (So, you have to apply about a year in advance.) To give you an example: If you start your Master's in the winter term and want to go abroad in your 3rd semester, you must apply in the first two months of your Master! Depending on where you want to go, you must have an appropriate language certificate. Additionally, you'll usually need your Transcript of Records and a cover letter/statement of purpose. All information can be found on the website of the international office. However, we strongly recommend getting informed in time. Do not hesitate to contact the team of international Office: They can help you with your application and planning. The correct contact can be found here:

<https://www.international-office.uni-bayreuth.de/de/going-abroad/Beratung--Kontakt/index.html>

6. Language Courses

In general, you can take as many language courses at the University of Bayreuth as you want. The courses at the "Sprachenzentrum" are for free and of very high quality, which is why we recommend you take a few courses throughout your studies.

If you want, you can also get up to 16 credits for language courses, which can be gained in at most two different languages, as part of the "Individual Focus".

If you want to go abroad during your studies at the University of Bayreuth, it is often required (or at least recommended) to have a certain knowledge of the respective local language. Therefore, it is useful to take language courses early on.

The "Sprachenzentrum" offers a lot of different languages. Of course, all the "big" languages (e.g. French, Spanish, Italian, Mandarin, Arabic, ...) are part of the menu. To see all offers, just have a look at the "Sprachenzentrum" website:

<https://www.sz.uni-bayreuth.de/de/index.html>

The registration for language courses is similar to that for other courses (see chapter on cmlife). However, language courses are limited to a certain number of participants (ca. 20), and in contrast to your regular exams, you cannot resign from the exam after the first two weeks of the course. This means that taking the exam becomes obligatory if you stay in the course longer than two weeks. If you have some prior knowledge of a language, you must take a "Placement-Test" at the beginning of the semester. For these tests, you have to register online. Your current level of knowledge is then tested, so that you can start language courses at the right level. But watch out: The deadlines for the placement tests are usually before the first day of lectures!

As soon as the registration for the language courses starts, you have to be quick! The courses are full quickly. Therefore, it is helpful to look at the times of the courses before registration. Registration for the courses usually starts a few days before the start of the semester.

7. Internships and Networking with Firms

As part of our Master's program, you can also get credits for study-related internships. For this you must complete a suitable internship and hand in some documents. All information can be found here:

<https://www.praktikantenservice.uni-bayreuth.de/de/praktikumsanerkennung/>

In general, you can get up to 12 ECTS for an internship as part of the "Individual Focus" of our program. One credit points corresponds to one week of an internship. So, you could also split the 12 ECTS in two shorter internships of 6 weeks. Of course, you must find and apply for the internship yourself. You can find more details on how to get credits for internships in the next chapter.

The university hosts several networking events throughout the year (<https://www.careerdays.uni-bayreuth.de/>, <https://www.karriereforum.uni-bayreuth.de/>). You can also always approach the Economics students club "vub". The vub has some helpful contacts and a lot of well-placed alumni searching for interns. The field trips the vub offers once per semester can also be a great way to expand your network!

8. Modules and Courses

The International Economics & Governance program is structured in five module areas, which all need to be completed at the end of your studies.

In the following we discuss all relevant modules and give an unofficial list of courses which are eligible for the respective module. In total, at least one course has to be taken that is offered in form of a seminar, which is indicated in the respective course description.

The first two areas focus on the basics. In both 24 ECTS have to be achieved to complete the module area. Therefore, you only need to take 4 out of the 5 courses offered. The first area focuses on topic of governance (a) and the second on international economics (b).

a. Governance			
Course	ECTS	Language	Other Options
Governance, Competition & Social Development (Governance, Wettbewerb & gesellschaftliche Entwicklung)	6	ger	Hauptseminar Political Economy
Financial Science III (Finanzwissenschaft III)	6	ger	
Business Ethics (Wirtschaftsethik)	6	ger/engl.	Business Ethics
Corporate Finance and Capital Market (Unternehmensfinanzierung und Kapitalmarkt)	6	ger	
Theoretical Aspects of Corporate Governance	6	engl.	Governance & Politik

b. International Economics			
Course	ECTS	Language	Other Options
Aspects of Monetary Policy	6	engl.	Advanced

(Theorie und Empirie der Geld- und Währungspolitik)			International Finance
International Labour Markets (Theorie und Empirie der Internationalen Arbeitsmärkte)	6	engl.	Inequality & Social Mobility, Family Economics
Intercultural Management (Interkulturelles Management)	6	ger	
Advanced Trade Theory (Theorie und Empirie des internationalen Handels)	6	engl.	
International Corporate Governance (Internationale Unternehmensführung)	6	ger	

The next two module areas are specialization. A total of at least 24 ECTS must be selected from areas c and d, at least one module from each area. If more than 24 ECTS are completed, the number of ECTS required in area "e" (discussed next) is reduced by the amount of ECTS done more in module area "c" and "d". For example, taking one of the courses giving 8 ECTS can be balanced out with the choice of a basic language course, which gives 4 ECTS, in the e area.

c. Specialization "Governance & Public Management"			
Course	ECTS	Language	Other Options
Governance and Politics (Governance und Politik)	6	engl.	Liberalismus und gesellschaftliche Ordnung
Theory and Empirics of Economic Development (Theorie und Empirie der wirtschaftlichen Entwicklung)	6	engl.	Österreichische Schule der Nationalökonomie
Capital Market Communications (Kapitalmarktkommunikation)	6	ger	
Problems of Competition and Economic Policy (Probleme der Wettbewerbs- und Wirtschaftspolitik)	6	ger	Hauptseminar Industrieökonomik
Health Care Systems in International Comparison (Gesundheitssysteme im internationalen Vergleich)	6	engl.	
Seminar on Governance & Public Management (Seminar zu Governance & Public Management)	6	ger/engl.	Seminar zur Umwelt- und Energiepolitik

d. Specialization "Economic model building and empirical analysis"			
Course	ECTS	Language	Other Options
Advanced Microeconomics I (Mikroökonomik für Fortgeschrittene I)	8	engl.	
Advanced Microeconomics II (Mikroökonomik für Fortgeschrittene II)	6	engl.	Game Theory 2
Advanced Macroeconomics I (Makroökonomik für Fortgeschrittene I)	8	engl.	
Advanced Macroeconomics II (Makroökonomik für Fortgeschrittene II)	6	engl.	Inequality & Social Mobility, Family Economics
Advanced Empirical Economics I (Empirische Wirtschaftsforschung für Fortgeschrittene I)	8	engl.	
Advanced Empirical Economics II (Empirische Wirtschaftsforschung für Fortgeschrittene II)	6	engl.	Causal Inference in Economic History

Besides these you have wide opportunities to specialize in different areas in the module area "Individual focus" (e). You can often choose between various courses to complete this area. Official

eligibility information can be obtained from cmlife, respective lecturers, and the chairs listed as Modulverantwortlicher in the Modulhandbuch. (Needless to say, a specific course you take can only be credited for one module, even though it might be eligible for several modules). In general, the economic chairs offer a lot of different seminars, which are often eligible in the specialization field. For further information you must check the description of the specific seminars or contact the lecturer.

Another module area is the “**Individual Focus**”, which consists of 24 ECTS in total. You can receive ECTS for this module area by an internship (either 12 ECTS for a “long internship” or 6 ECTS for a “short internship” – further information can be found here: <https://www.praktikantenservice.uni-bayreuth.de/de/index.html>), by language courses (a maximum of 16 credit points can be obtained for one or two languages) as well as supplementary courses (e.g., courses from the related Master’s programs like “Health Economics” and “Business Administration”, or subject-related Master’s modules successfully completed during a semester abroad). Students can select a combination of the three parts.

Finally, the Master thesis counts for 24 ECTS. After registration for the **Master thesis**, you have five months to complete the thesis. We recommend to think about potential supervisors in time. Often the chairs have some prerequisites for you to write your thesis at their chair (e.g. you should have taken a seminar at the chair...). Information can usually be found on the chairs’ websites.

9. Other hints

Important Documents

All important documents can be found here:

<https://www.uni-bayreuth.de/de/studium/masterstudium/iwg/index.php>

The “**Brief Study Guide**“ gives an overview of the curriculum of the IWG (M.A.) program.

The “**Prüfungsordnung**“ contains the official information on rules of the program (how to apply, how the average grade is calculated, how often you’re allowed to fail, ...). Some important information herein are:

- You are allowed to take every exam a second time if you failed it.
- You are allowed to take a maximum of three exams a third time if you failed them twice.
- You are also allowed to retake a maximum of two exams which you already passed in order to improve your grade. So you have two “Verbesserungsversuche” (improvement attempts), where only the better one counts. E.g. if you pass an exam with a 3.7 and are dissatisfied with this grade then you can retake it. If you now get a 4.0 or even fail this improvement attempt, you still obtain a 3.7 in this course.

The “**Modulhandbuch**“ (module handbook) gives detailed information on the specific modules you can take or can select in the program. The most important detail is which professor is in charge of the module in question, i.e., the “Modulverantwortlicher”. You should approach this professor if you want to obtain the respective credit points by taking some course abroad (as part of a semester

abroad), or if you have no or unclear information on whether a particular, perhaps new local course is an eligible option for completing the module.

The “**Frequently asked questions (FAQ)**” cover the most common questions of Economics Master’s students, across all stages of studies (ranging from what to do if you are ill but it is too late to deregister from an exam, to possibilities of writing your Master’s thesis in cooperation with NGOs or companies). It is worthwhile to have a look at them even if some questions are not (yet) relevant to you.

The website of the program can be found here: <https://www.iwg.uni-bayreuth.de/de/index.html>

Computer Services

The “IT-Service-Zentrum“ (in the NW II Building) has a lot of offers for students. E.g. they have a “Laptop-Sprechstunde“, where you can go to, if you have any troubles with your laptop or tablet, ... (website: <https://laps.uni-bayreuth.de/>)

Moreover, you can download free software (e.g. the Microsoft 365 package including Word, Excel, PowerPoint, etc.)

<https://www.its.uni-bayreuth.de/de/hard-und-software/>

Newsletter

All the chairs, as well as the Economics Department have their own “newsletters”, where e.g. new seminar offers, job announcements, ... are published. We highly recommend you to subscribe on these newsletters.

https://www.vwl.uni-bayreuth.de/de/aktuelles_newsletter/newsletter-anAbmeldung-RW/index.php

Student representatives

Our Master programs “Economics MSc” and “Internationale Wirtschaft und Governance MA” have two to three elected student representatives. They are elected during the official “student plenary meetings”, which take place every semester. Besides electing the student representatives, general developments of the Master programs are discussed, as well as any concerns, problems or other important topics. It is a great opportunity to discuss these topics with our professors and fellow students!

We student representatives try to enhance communication between students and professors. Furthermore, we regularly organize get-togethers for all economics Master students. If you are interested in supporting us, just let us know!

At the beginning of every semester, we open a new WhatsApp group for the Master beginners of the respective semester. Here, you can connect with your fellow students and discuss upcoming questions. Moreover, we have a “big” WhatsApp group for all the Econ Master students! In this group some events or general information are distributed. (If you’re not in one of the groups yet, you can text / write an email to one of us student representatives and we will invite you.

vub (“Volkswirtschaft an der Universität Bayreuth e.V.”)

The vub is the economic association of Bayreuth, which is a student led organization with over 600 members, consisting of current and past Bayreuth economics students, professors, etc.

The vub regularly organizes excursions to different cities (to visit companies, think tanks, government organizations and other prospective employers), lectures with influential external economists (both online as well as in Bayreuth) and organizes several events for the Economics Department. Feel free to join in any events and to become a member!

<https://vub-bayreuth.de/>

https://www.instagram.com/vub_unibayreuth/

<https://www.facebook.com/vub-eV-153905491341190>

Fachschaft

The “Fachschaft” is the official student representation for the whole RW-Faculty. In case of any crucial problems, you can always approach the Fachschaft.

<https://www.fsrw.uni-bayreuth.de/de/index.html>

<https://www.instagram.com/fsrwbayreuth/?hl=de>

10. Lecture Halls and Rooms

Lecture Halls	Building
H1 (Aula) - H2	Geschwister-Scholl-Platz
H6 - H8	Geowissenschaften
H9 - H15 (Emil-Warburg-Hörsaal) H13 = Auditorium-Hörsaal	Naturwissenschaften I
H16 - H20	Naturwissenschaften II
H21 - H25	Rechts- und Wirtschaftswissenschaften
H35	Sport
H26	Geisteswissenschaften I
H27	Geisteswissenschaften II
H30 - H32	Fakultät für Angewandte Naturwissenschaften
H33 - H34	Angewandte Informatik
Audimax	Audimax

Rooms	Building
S1 - S4	Studentenwerk Oberfranken
S5 - S8	Geisteswissenschaften II
S17 - S18	Geschwister-Scholl-Platz
S21 - S25	Geowissenschaften
S32 - S37	Naturwissenschaften I
S40 - S68	Rechts- und Wirtschaftswissenschaften
S70 - S84	Naturwissenschaften II
S85 - S86	Sport
S90 - S94	Geisteswissenschaften I
S95 - S96	Audimax
S100 - S108	Fakultät für Angewandte Naturwissenschaften
S110 - S112	Angewandte Informatik
S120 - S125	Geisteswissenschaften I

11. Map of the UBT

