

FAQ Studying at CERES

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1. General Information on Studying at CERES

1.1 Examination Regulations

1.1.1 What are examination regulations?

Examination regulations (PO for *Prüfungsordnung* in German) establish the framework for studying at a university. They are legally binding and regulate the general objectives of the program, subject combinations, prerequisites, duration of study and standard period of study, permitted forms of examination, requirements for theses, and more.

1.1.2 Which examination regulations apply to me?

The examination regulation is generally determined by the start of your studies: You are automatically enrolled under the regulation that is the most current during your first semester. Examination regulations are sometimes revised and updated (see 1.1.4), but usually you remain in your own regulation until you complete your studies or it expires. You can find out which examination regulation you are in on your enrolment certificate or in eCampus.

1.1.3 Where can I find documents for my examination regulations?

All documents pertaining to the respective regulations are available on the M.A. Religious Studies webpage: <https://ma.ceres.rub.de/en/program/documents/>

The examination regulations can also be accessed via the website of the respective registrar's office.

1.1.4 Expiration of Old Examination Regulations

Examination regulations are updated and revised every few years. This results in new, legally binding regulations. Old regulations are generally still recognized for a few semesters after the new ones take effect, so it is possible to complete a degree under the old regulations. Ultimately, however, old regulations expire after a few semesters. For example, the 2012 regulations for the Bachelor's program in Religious Studies expired at the end of the Winter Semester 20/21. All students who were enrolled under the 2012 curriculum and were unable to complete their studies by the winter semester 20/21 thus transitioned to the then-new 2016 regulation. When switching regulations, the module structure and the program's framework change, meaning that course credits must be aligned with the new regulation.

Anyone affected by an expiring examination regulation should contact the Dean of Studies to discuss how previous courses can be counted towards the new module structure.

1.2 Module Handbooks

1.2.1 What is the module handbook?

The module handbook explains the program structure and module organization of a degree program as well as various examination formats. It is bound by the examination regulations and the so-called subject-specific provisions of the respective program.

The M.A. module handbooks for Religious Studies can be found on the documents website (see links under 1.1.3).

1.2.2 What information can I find in the module handbook?

The module handbook explains the course of study and the structure of the individual modules. It contains information on the number of courses, credit points (CPs), the number of hours per week, the content and objectives of the module, the contact persons, the teaching methods, the exams, as well as whether the courses are elective or required.

1.3 Additional Information

1.3.1 What are the most important documents for my studies?

In addition to the examination regulations and the module handbook (see 1.1/1.2), further helpful documents are regularly updated on the CERES websites. Here you will find course schedules, course overviews, and the to-do lists for the respective examination regulations (see links under 1.1.3).

1.3.2 How do I keep track of my academic progress?

In addition to the official and legally binding documents mentioned above, there is a document to help you keep an overview of your academic progress: the to-do list. This checklist of courses to be completed in the required modules is available for both Bachelor's and Master's students in the various study tracks. Using the to-do lists makes it easier for students to stay on track with their studies. It is recommended that you fill them out carefully from the start of your studies. A completed to-do list is a prerequisite for mandatory academic advising. The to-do lists are available on the document pages of the CERES degree programs (see links under 1.1.3).

2. Course registration and withdrawal, Modules, Course-Types

2.1 Course registration (eCampus and Moodle)

2.1.1 How do I register on eCampus?

The document pages for the CERES degree programs contain step-by-step instructions for registering and dropping courses on eCampus. A video tutorial is linked in the Moodle course "[Religious Studies – First-Semester Introduction](#)."

eCampus registrations and deregistrations are to be understood as the basis for the awarding of credit points (CP). Deregistrations within the corresponding deregistration period of a course must be initiated if students do not attend the course. Long-term non-attendance at a course with an active participation status can result in a failed entry. Deadlines for registrations and deregistrations can be individual.

To register for Moodle, log in with your RUB ID and password. If you do not yet have a RUB ID, you can create a guest account until you have received all necessary information. Courses can be found by typing the course name into the search field. It is

important to select the correct semester! The semester in which a course is offered is listed either before or after the course name. You can drop a course via the respective course page under “Settings,” but this is generally not necessary.

Important Links:

Moodle: <https://moodle.ruhr-uni-bochum.de/>

eCampus: https://www.ruhr-uni-bochum.de/ecampus/ecampus-webclient/login_studierende.html

2.1.2 Where should I register for a course first, on eCampus or Moodle?

You should always register for a course on eCampus before registering on Moodle. Registrations on eCampus are binding and necessary to earn credits for the respective course. Additionally, important information about the courses is often communicated only through the registration lists on eCampus.

Registration for eCampus begins a few weeks before the start of the new semester. However, first-semester students should not worry. During the first week of the semester, there will be a welcome session explaining the eCampus registration process.

2.1.3 Where do I get the password for Moodle courses?

Moodle passwords are usually provided by instructors during the first class session or distributed via the eCampus registration email list (the latter, for example, for online courses).

2.2 Modules

2.2.1 What is a module, and how does it differ from a course?

A module always consists of several courses. Courses can be lectures, seminars, or exercises that together form a module. The number and type of courses that must be completed to pass a module can be found in the module handbook and, additionally, in the to-do list. In eCampus, you can see which courses are open for which modules and what type of course it is. In some cases, a course is opened to several modules, but it can only be counted towards one module.

2.2.2 Can I split a module across multiple semesters?

Yes, and this is even necessary for some modules. A module does not have to be completed in a single semester. Some modules require other modules as prerequisites, so you must first check whether you have already completed those modules (see module handbook). Courses for some modules are not offered in their entirety in a single semester, so the module must even be completed in subsequent semesters.

2.2.3 How do I summarize a module?

See point 4.

2.2.4 Course-Types

What is a lecture?

A lecture is typically structured around presentations by the instructors. Group discussions, and thus discussions with and among students, are not ruled out. The structure of the lecture is at the discretion of the respective instructor. However, the instructor's share of speaking

time is normally significantly greater than in other course formats. The traditional form of assessment for a lecture is a written exam (though there may be exceptions here as well).

What is a tutorial?

A tutorial may accompany a lecture and thus deepen, expand, or assess the knowledge conveyed in the lecture. In Religious Studies, however, there are also other forms of tutorials (i.e. language courses). Tutorials always require a high level of student participation. Assessment methods can include term papers, presentations, or other forms of assessment that require a high degree of independent work. In language courses, a written or an oral exam may also be used to assess performance.

What is a seminar?

A seminar can be understood as a combination of a seminar and a lecture. The lecturer's speaking time is much shorter than in a lecture. The focus is usually not on lecture-style instruction, but rather on discussion. Topics are explored in depth collectively, individually, or through group work. Presentations are often given, or weekly assignments are required, and a term paper may be written as the final module completion.

3. The Master's Program in Religious Studies

The Master's program in Religious Studies can be pursued either as a single-major or a double-major track. Both programs are conducted in English; therefore, a very good command of English is a prerequisite for participation. However, exams can generally also be taken in German, provided this is agreed upon with the instructors. Please refer to the respective module handbooks for the specific module breakdowns and content.

3.1 Requirements for the Master's Program

As a general rule, any questions regarding prerequisites and admission to the Religious Studies M.A. program should be directed at the Dean of Studies at CERES. Students who wish to pursue their Master's degree at CERES and are either transferring to Ruhr University from another institution or have completed a Bachelor's degree in a field other than Religious Studies may need to make up courses, such as introductory courses from the Bachelor's program. Which courses need to be made up is determined upon admission. Courses that need to be made up are generally taught in English. Students must pass these courses to participate in the Master's program. However, they only count toward Master's credits in exceptional cases, as they are considered prerequisites in addition to the actual Master's courses.

4. Completion of Studies

4.1 How do I group modules in eCampus?

Modules must be grouped in eCampus by the end of the program at the latest. This means assigning individual courses to the respective modules. This process must be done manually. Instructions can be found on the document's webpage (see links under 1.1.3). Students are responsible for grouping the modules themselves.

Finally, the modules must be confirmed by the Dean of Studies. To do this, students submit their fully completed to-do lists via email and request module confirmation in eCampus. Students only take this step at the end of their studies, once all academic achievements have been entered or when the thesis is to be registered.

4.2 MA Theses: Which Examination Office, and whom should I contact?

The Department of Religious Studies does not have its own Examinations Office. Theses must be registered with the Examinations Office of the Department of Philology. Double-major students may therefore need to communicate with two different Examinations Offices if the other major is not also assigned to the Department of Philology. All information regarding the general procedure for registering theses and their preparation can be found on the respective websites of the Examinations Offices.

<https://www.dekphil.ruhr-uni-bochum.de/dekphil/studium/pruefungsamt/index.html.de>

5. Help, Problems, Inquiries

5.1 Whom should I contact for what?

General information on contacting people at CERES

The best way to make initial contact with anyone at CERES is via email. All staff members and faculty have a RUB email address, which can be found on the CERES website. Students should ideally use their own RUB email address when contacting someone, as private email addresses are sometimes classified as spam by the internal system. Emails should generally always follow formal guidelines, including a formal salutation (unless otherwise agreed). Additionally, the matter at hand and the reasons for contacting the recipient should be stated briefly and clearly. The email should always conclude with a formal closing and, most importantly, the student's full name and student ID number. In general, emails should not be sent indiscriminately to various CERES staff members. The following explains who students should contact for which matters.

Teaching Unit Office

Students can contact the teaching unit's office directly regarding the following:

- General questions about enrolment, requirements, and admission to the program
- International Master's Program – Certificates for Embassies / Visas / Health Insurance
- Degree certificates / Degree documents

Dean of Studies

The Dean of Studies is responsible for issuing various forms and certifying module summaries in eCampus. It is also possible to contact the Dean of Studies in regarding prior completed Coursework in another degree program.

Faculty

Faculty members are contacted only if there are specific questions regarding course enrolment or course content. General questions about the program are generally not addressed through faculty members.

Gender Equality, Diversity & Inclusion

If there are any issues related to diversity, gender equality, or inclusion, you can contact the designated Commissioners.

<https://ceres.rub.de/en/people/equality-diversity-inclusion/>

5.2 How do I prepare for a study consultation?

Please direct questions regarding course selection or creating your own schedule to the student representatives on the Student Council first.

Unless otherwise agreed, please contact the relevant advisors in advance to schedule an appointment.

Please bring a recently updated to-do list to all academic advising sessions and be prepared to log in to eCampus.

5.3 How do I stay up to date and get informed?

Students are informed through various channels. We recommend signing up for the RelWiss mailing list using your official RUB email address. Important information is distributed through this list (e.g., from instructors or regarding changes, information from the Student Council, etc.).

Click here to sign up for the mailing list: <https://lists.ruhr-uni-bochum.de/mailman/listinfo/relwiss-info>

There are also various social media channels:

Instagram

Fachschaftsrat: fsr_relwiss_bo

CERES: ceres_rub

WhatsApp

MA-Gruppe on request

Youtube

https://www.youtube.com/@ceres_rub

RUB email account

All students at Ruhr University Bochum have a RUB email address. This typically consists of the first and last name, sometimes with additional characters, and ends with @ruhr-uni-bochum.de or @rub.de. All students must check this email account regularly. Grades, communications, and information distributed in Moodle courses, as well as registrations in eCampus and other notifications, are received via this email address. Since there have been recurring issues with the RUB server in the past, it is strongly recommended to use an email client such as Thunderbird, Outlook, or similar.

6. CERES committees

6.1 What committees are there?

At CERES, there are various university committees in which student participation is required. Why is student participation necessary? Students involved in organizational structures have the opportunity to advocate for the interests of their own group to

improve and maintain teaching at CERES. Without students, the committees cannot function. They typically consist of a mix of faculty members, CERES staff, and students. The number of participating students is fixed for each committee.

The university committees at CERES include: the Student Council (FSR), the Academic Advisory Board (SBR), the Quality Improvement Commission (QVK), and the Directorate (Executive Board).

Students are generally elected to the respective committees for a one-year term (two semesters). This includes the election of active members and alternates. Anyone studying at CERES is eligible to run for office. Student assemblies are usually announced by the FSR through various channels (see 6.2).

In addition to the fact that participation in committees is very important for representing the interests of all students at CERES, involvement in this capacity as volunteer work also offers advantages for your resume.

6.2 What does the Student Council do?

The Student Council represents the interests of CERES students. On the one hand, it organizes various events for students (theme weeks, Christmas party, barbecue, welcome to the semester, etc.). On the other hand, it represents general student-related matters at CERES and is thus an official university body. Students can contact the Student Council with questions at any time and are welcome to become members themselves. More information about general assemblies and events is available via social media channels. Students can contact the Student Council via email (fsr-rel-wiss@rub.de) with any questions.

Any active student at CERES can become a member of the Student Council. Members are elected during a general assembly for a term of one semester. This general assembly usually takes place at the beginning of each semester.

The Student Council holds office hours during which students can ask questions about their studies. More information can be found on the website (<https://ma.ceres.rub.de/en/counseling/student-council/>).

6.3 What does the Academic Advisory Board do?

The Academic Advisory Board (SBR) is composed of various students, faculty members, and staff from CERES. This body makes decisions and votes on matters such as program planning or new examination regulations. (<https://studium.ceres.rub.de/de/personen/kommissionen/studienbeirat/>)

The composition of the Academic Advisory Board is as follows: Chair, 2 professorial staff, 1 academic staff, 5 students (+ 5 student representatives).

6.4 What does the Quality Improvement Commission do?

The Quality Improvement Commission (QVK) is responsible for the financial resources available to CERES for improving teaching. Students decide together with faculty and administrative staff on the use and distribution of financial resources. This includes, among other things, the purchase of new teaching infrastructure, decisions regarding teaching contracts to external instructors, and other appropriate measures to support teaching at CERES.

The composition of the QVK is as follows: The chair, 1 professorial staff, 1 academic staff, 1 administrative staff, 4 students (+ 4 student representatives).

6.5 What does the Directorate do?

The CERES Directorate (Executive Board) manages CERES and makes decisions on all matters not covered by North Rhine-Westphalia's Higher Education Act or the RUB Constitution. This the allocation of funds and the future direction of research and teaching.

The composition of the Directorate is as follows: Academic Director, Managing Director, Financial Director, Dean of Studies, Knowledge Transfer Officer, 4 professorial staff, 1 academic staff, 1 administrative staff, 1 student (+ 1 student representative)

7. General Notes on the use of this document

This document is intended to answer common questions about studying Religious Studies but is not legally binding. All information is provided without guarantee. The valid and legally binding documents are the respective examination regulations, the respective subject-specific provisions for Religious Studies, the respective module handbook, and the statutes of CERES and the RUB.

This document is regularly updated and corrected (most recently on July 14th, 2026).