

NORMS FOR EXTERNAL EXAMINERS

valid from September 1, 2022

and made available to external examiners at the Department of Economics and Business Economics / ECON

Payment norms in working hours (WH)

Activity		Norm unit	Working hours
Evaluation of examination papers ¹	MBA/MIT/MIDI thesis, incl. oral examination	1 student 2 students 3 students	8.00 12.00 16.00
	HD 1 st part project, incl. oral examination	1 student 2 students 3 students 4 students	2.75 3.50 4.25 5.00
	HD thesis, incl. oral examination	1 student 2 students	6.00 9.00
	Master's thesis (cand.merc/oecon/soc), incl. oral examination. (2 students - if individual examination: 1 hour extra)	1 student 2 students	8.00 12.00
	Bachelor's thesis (20 ECTS), incl. oral examination	1 student 2 students 3 students 4 students	3.75 6.00 8.00 10.00
	Bachelor's thesis (15 ECTS), incl. oral examination (BA SOC)	1 student 2 students 3 students 4 students	3.00 5.00 7.00 9.00
	Bachelor's thesis, without oral examination	1 student 2 students 3 students	3.00 5.00 7.00
	Project assignment, incl. oral examination (Oecon project course (P))	1 student 2 students 3 students 4 students	1.33 2.33 3.33 4.33
	Home assignments ² : >72,000 characters incl. blanks (30 pg.) 52,800-72,000 characters incl. blanks 38,400-52,800 characters incl. blanks 16,800-38,400 characters incl. blanks <16,800 characters incl. blanks	Assignment Assignment Assignment Assignment Assignment	3.00 2.25 1.75 1.25 0.50
	Written examination ³	Examination hour	0.125
Oral Examination ⁴	Equal to oral examination norm (20 minutes exam = 20 minutes norm)	Student	Varies
Miscellaneous	Investigation of examination fraud – thesis or project	Thesis/project	2.00
	Investigation of other types of examination fraud	Thesis/project	2.00
	Appeals board, credit transfer – per member	Complaint	2.50
	Chairman of appeals board ⁵	Complaint	2.00
	Member of appeals board	Complaint	Norm for the activity
	Re-evaluation of complaint case ⁶	Complaint	norm for the activity + 1.00

Please note that the norms are same for the Department of Management (MGMT) apart from for home-assignments, where there are small differences in intervals.

¹ There is no payment for blank assignments and students not showing up at the written exams.

² The term *home assignment* covers all written tests not given on site, incl. topics, project reports, seminar reports and trainee reports.

³ The length of the written examination appears in the relevant [course description](#). E.g. the norm for a 6 hour written exam is 0.75 hours per student (0.125 x 6).

⁴ Payment is received for all students showing up. For students not showing up, **half the norm** is paid. For each examination day, however, no matter the number of students, salary for **at least 1 hour** is paid.

⁵ The chairman is also paid as a member of the appeals board.

⁶ Should the appeals board decide to make a re-evaluation, the payment for this also includes the members of the appeals board. They are also paid as members of the appeals board.