

Study Regulations

The German version of the Study and Examination Regulations (SPO) is legally binding.

Part A: General Regulations for all Master's courses of study (extract)

I General Remarks

§ 1 Scope

- (1) These regulations relate to the international Master's course Interior Design.
- (2) The masculine shall include the feminine and vice versa.

§ 2 Admission requirements

The admission requirements for the Master's course are regulated in the specific admission statute.

§ 3 Average period of study, curriculum and study load

- (1) The average period of study is regulated in Part B of the study regulations.
- (2) The subjects of study of the curriculum and the required study load in credit points for a successful graduation is laid down in Part B.
- (3) The language in the study programme is English. Examinations are held in English.
- (4) By decision of the board of examiners it is possible to change the sequence of subjects in the curriculum as well as the method of teaching in an isolated case and for a compelling reason.

§ 4 Credits from foreign partner universities

- (1) Modules and credit points which should be awarded at foreign universities as part of the internalisation of the Master's programme are determined in Part B.
- (2) The course leaders are responsible for the organisation, co-ordination and evaluation of the study period at the foreign universities. They foster the co-operation with the international university partners.

§ 5 Examination procedure

- (1) The Master's examination consists of module examinations and the Master's thesis. Module examinations are made up by one or more examinations in one or more subjects or interdisciplinary study fields respectively. The module examination as well as the single examinations are regulated in Part B.
- (2) Compulsory preliminary study works for module examinations or examinations in subjects of the study programme are stated in Part B.

§ 6 Losing admission of study programme and right of examination; deadlines.

- (1) The examinations have to be passed until the point in time mentioned in Part B. Examinations can be undertaken before this deadline if the compulsory preliminary study works are certificated.
- (2) The students will get information about structure and number of preliminary work studies and examinations right in time. Deadlines of registering for examinations as well as the dates of issue and submission of the master thesis will be announced. The student will also get information about subject and date in case of repeat examination.

§ 7 General prerequisites for examination registration

- (1) Only this student can take a Master's examination, who
 1. is enrolled in the university because of having a graduation appropriate to the admission regulations of the Master's course of that university.
 2. has passed successfully the pre-examinations according to the regulations of the examination of the subjects or modules.
 3. has passed successfully the admission qualification test.
 4. declares having not finally failed a Master's examination in an equivalent Master's course in Germany or elsewhere.
- (2) The students register for examinations in pre-examinations as well as in Master's examinations during that time interval and by this procedure the university announced.
- (3) Registration for examination could only be rejected by the university, if
 1. the preconditions of paragraphs (1) and (2) are completely or partially not fulfilled.
 2. documents and records are incomplete.
 3. the student had finally failed a Master's examination in an equivalent Master's course.
 4. the right of examination is expired.

§ 8 Individual examinations

(1) Individual examinations will normally be taken during the examination period which is outside the lecture period but during the study semester.

(2) Should a candidate be able to prove his/her inability to sit an individual examination (either partly or in its entirety) within the intended period due to long-standing or permanent disability, then the chairperson of the Examination Board is entitled to extend the examination period or call for the setting of an equivalent examination in a different form. A medical certificate can be specifically requested for this purpose. The same ruling applies for study assignments.

§ 9 Oral Examinations

(1) Oral Examinations require the students to prove that they can recognise the relationships between various subject areas and deal with specific questions relating to these connections. Furthermore they should be able to prove a widespread knowledge of the basics.

(2) Oral Examinations should normally be conducted by 2 Examiners (of equal status) or by a single Examiner in the presence of an Assistant (§ 17).

(3) For Oral Examinations relating to individual subjects, the time allocated per candidate and subject should be between 20 and 30 minutes. For examinations covering several subjects the time allocated should be between 40 and 60 minutes.

(4) The key points and result of an Oral Examination should be recorded in the form of minutes. Candidates should be given their results following the examination.

(5) Students who are due to take an Oral Examination in the same subject during a later semester are permitted to observe the Examination of another candidate, providing this candidate has no objection and providing there is sufficient room for observers. They are however to be excluded when the examiners give their feedback and/or inform the candidate of his/her grade.

§ 10 Written Examinations and other written tests

(1) Written Examinations and other written tests are designed to give students the opportunity to prove their ability to solve problems relating to the subject within a fixed time, using limited aids and standard methods. The written examination should also test their knowledge of the basics. Students may choose from a selection of themes, both in Written Examinations and other written tests.

(2) Written Examinations and tests which are not directly related to individual subjects are usually graded by 2 Examiners. The marking period should not exceed 4 weeks.

(3) The time allowed for Written Examinations and other written tests is laid down in part B.

§ 11 Grading system for individual exams and Examination Blocks

(1) Grades for individual exams are determined by the examiner(s). The following grades should be used:

- 1 = an excellent performance;
- 2 = a performance which is well above average;
- 3 = a performance which corresponds to average requirements;
- 4 = a performance which is weak but still satisfactory;
- 5 = failed = an unsatisfactory performance with serious weaknesses;

To allow for differential grading of examinations, the above grades may be varied up or down by 0,3.

However, grades 0.7, 4.3 und 5.3 are ruled out.

(2) Should an examination be graded by more than one Examiner, then the grade should be the average. Should the examination block be made up of several individual examinations, then the resulting Block Grade should be the average of the individual exam grades. In calculating this block grade, the grades of each individual examination should be given the appropriate weighting as stated in part B.

The Block Grade is to be understood as follows:

With an average between 1.0 and 1.5 (incl.)	= excellent
between 1.6 and 2.0	= very good
between 2.1 and 3.0	= good
between 3.1 and 3.5	= satisfactory
between 3.6 and 4.0	= sufficient
4.1 and lower	= failed

§ 13 para 1 sentence 2 is unaffected.

(3) When calculating the Final Grade (§ 25) the procedure in (2) above also applies.

(4) When calculating the averages, only the first decimal point counts. All further values are dropped, without any rounding up or down.

Grades will also be formulated in ECTS format. The following conversion table will be used:

Grade	1,0 – 1,5	1,6 – 2,0	2,1 – 3,0	3,1 – 3,5	3,6 – 4,0	4,1 – 5,0
ECTS	A	B	C	D	E	FX / F

ECTS Grade	% of successful students normally achieving the grade	Definition (only of failing grades)
A	10	
B	25	
C	30	
D	25	
E	10	
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

§ 13 Passed or Failed

(1) The candidate has passed the Master Examination once all the Examination Blocks have been passed and the Master Thesis has been awarded at least the grade of "sufficient" (4,0).

(2) Should a candidate have failed an Examination Block or the Master Thesis be awarded a grade worse than 4.0 (sufficient), then the candidate will be informed as such. The candidate should also be informed as to the possibilities of retaking the Examination Block and/or the Master Thesis and to the existence of deadlines and such like.

(3) Should the candidate have failed the Master Examination, then he/she is entitled to a written statement to this effect, which lists all individual examinations which have been passed and their grades, together with a list of outstanding examinations. The candidate must apply in writing and submit proof of exmatriculation.

§ 14 Retaking an Examination Block

(1) Failed Examination Blocks can be retaken once. Candidates are not allowed to retake Examination Blocks which they have passed.

§ 17 Examiners and Assistants

(1) Examinations which are not directly related to individual subjects are usually supervised only by professors. Should no professor be available, then this function can be transferred to

part-time and assistant lecturers. In special cases where experts from the world of work are available, then they can also be given this responsibility if they possess the required knowledge and qualification for the subject being tested.

(2) The candidate may suggest an Examiner or list of Examiners for the Master-Thesis and/or the oral examinations. However, this suggestion does not automatically have to be implemented.

(3) The name(s) of the examiner(s) should be made public in good time.

(4) Only those who possess the required knowledge and qualification for the subject being tested can be appointed as an Assistant for the examinations.

II Master Examination

§ 22 Procedure for setting and working on the Master Thesis

(1) The Master Thesis is a form of dissertation. It is designed to prove whether or not the candidate is able to deal with a problem from the field of study by working independently and using scientific and creative methods. The theme for the Master Thesis should be set no earlier than the end of the second semester and no later than 3 months after the completion of all Examination Blocks.

(2) The Master Thesis should be supervised by a professor. Should no professor be available, then a part-time or assistant lecturer can also supervise the Master Thesis, if they are employed at the Stuttgart University of Applied Sciences in an area which is relevant for the particular course of study. Alternatively, this function can also be carried out by experts from the world of work who possess the required knowledge and qualification for the subject being tested. If the Master Thesis is to be produced in an environment outside the Stuttgart University of Applied Sciences, then permission should be obtained from the Chair of the Examination Board.

(3) The Master Thesis should be set by the Examination Board. Details as to the theme and time-period allowed should be recorded and filed. Students are allowed to suggest themes. However, this does not mean that these wishes can automatically be fulfilled. The Examination Board can be requested to set the Master Thesis in good time.

(4) The Master-Thesis can also be produced as a piece of group work, if the performance of each individual student can be clearly distinguished from the others by means of sections, page numbers and/or other criteria which enable independent grading and the fulfilment of para (1) above.

(5) The time period allowed for completion of the Master Thesis is laid down in Part B. This time period can be extended by 3 months in order to guarantee fair conditions for all candidates or to cater for extenuating circumstances. The decision lies in the hands of the

Examination Board on the basis of a statement from the supervisor. It is the responsibility of the supervisor to set the theme, problem and content of the Master Thesis in such a way as to enable the time limit for completion of the Master Thesis to be met.

§ 23 Submission and Grading of the Master Thesis

(1) It is the responsibility of the Central Examination Board to set a deadline for the submission of each Master Thesis. The deadlines should be recorded and filed. On submitting their Master Thesis each student has to include a signed declaration that this is their own independent work and that only the quoted sources and aids have been used. In the case of group work, each student has to indicate which is their part of the work.

(2) As a rule, the Master Thesis should be graded by 2 Examiners, one of whom should be the supervisor. No longer than 4 weeks should be required for grading.

(3) The Master Thesis can be retaken once, following a grading worse than "satisfactory" (4,0) – a second retake is not permitted. The candidate has to submit a written request for a new theme from the Chair of the Examination Board within 2 months from the date when he/she was informed of having failed the first time. Should the candidate miss this deadline, then he/she has no right to retake the Master Thesis, unless there are extenuating circumstances.

§ 24 Additional Subjects

Students can register for Examination Blocks in additional subjects. However, the grades in these subjects will not be included when calculating the Final Grade.

§ 25 Final Grade and Certificate

(1) The Final Grade is reached (in accordance with §11 paras 2-4) from the Block Grades and the grade for the Master Thesis. Part B lays down the weighting for each of the Examination Blocks and the Master Thesis.

(2) Excellent candidates (Final Grade between 1.0 and 1.3) are awarded certificates "passed with distinction".

(3) A certificate for the Master Examination will be issued without delay – if possible within 4 weeks. This certificate contains the Block Grades, the theme and grade for the Master Thesis and the Final Grade. These grades should appear in brackets and in decimals according to § 11 para 4 above. Students can also request to have the grades from any additional subjects – see §24 above – and the time period required for completion of the Master Examination added to their certificate.

(4) The Certificate shows the date of the final examination taken.

(5) If requested, the certificate can be given a ranking.

§ 26 Master Title and Master Document

(1) The Stuttgart University of Applied Sciences awards successful candidates in the Master Examinations

in the degree courses - Architecture
- Interior Architectural Design

the Titel of "Master of Arts", abbr. "M.A."

in the degree courses - Photogrammetry and Geoinformatics
- Software Technology
- Sustainable Energy Competence (SENCE)

the Title of "Master of Science", abbr. "M.Sc."

in the degree courses - Project Management (Full-time)
- Project Management (Part-time)
- Urban Planning

the Title of "Master of Engineering", abbr. "M.Eng."

(2) Alongside the Master Certificate, students are also awarded the Master Document showing the date on which the certificate was awarded. The Document proves that the Master Title has been awarded. The Master Document is signed by the Rector and carries the official seal of the Stuttgart University of Applied Sciences.

Part B: Special Regulations for the master courses (extract)

International Master of Interior Architectural Design

(1) Admission

The admission requirements for the Master's course are regulated in the specific admission statute

(2) Department/Structure of studies

The International Master's Degree in Interior Architectural Design is conceived as a common course of the cooperating universities Edinburgh College of Art, Istanbul Technical University, Lahti Polytechnic, SUPSI Lugano and University of Applied Sciences Stuttgart.

(3) General Duration of Studies

The general duration of studies is 4 semesters, including the Master Thesis (4 months).

The 2nd semester has to be completed at one of the cooperating universities.

The cooperating universities accept the exam results achieved by the students in their second semester without taking any other exam.

In the 3rd semester a common international project has to be done.

(4) Study procedure

The curriculum in Table 1 lays down the required set of courses and examinations which have to be passed in order for students to successfully complete their studies.

(5) Language

The language to be used in teaching, testing and examining is the national language and/or English. The Master Thesis is to be done in the national language, a short version in English has to be attached. The oral presentations of the thesis will be taken in English.

(6) Modules

A module block consisting of several individual modules will only be passed successfully if the overall mark is at least 4,0.

(7) Master examination

The Master examination consists of modules and the Master Thesis.

The Master Thesis is organized in an academic and a practical part.

The cooperating universities award one common degree, M.A. – Master of Arts

(8) Deadlines

All exams have to be taken and successfully passed until the admittance to the Master-Thesis. The Master-Thesis has to be finished within 6 months max.

(9) Assignment of subjects, kind/type of exams and modules, overall mark

Table 1 defines the modules as well as the certain kind of exams.

The individual subject marks will be evaluated according to the credits defined in table 2.

For calculating the overall mark, the individual subject marks will be evaluated according to the credits in table 1.

Table 1: Curriculum

1. SEMESTER INTERNATIONAL MASTERS COURSE INTERIOR ARCHITECTURAL DESIGN								
Nr.	Title of subject	Abbreviation	Weekly hours	ECTS	Kind of seminar	Prep. exam	exam	MOD
1.01	Project concentrating on methodological and scientific aspects	PG1	8	14	S		EW	G1
1.02	Seminar on light	SL	2	2	S/V		SA	T1
1.03	Seminar on material	SM	1	2	S/V		SA	T1
1.04	Seminar on synthesis	SF	1	1	S/V		SA	T1
1.05	Seminar on communication methods (mankind)	SKMP	2	2	S/V		SA	W1
1.06	Seminar on communication methods (CI, CD)	SKMC	2	2	S/V		SA	W1
1.07	Seminar on marketing	SM	1	1	S/V		SA	W1
1.08	Seminar scientific work	SWA	1	1	S/V	HA		W1
1.09	Seminar on cultural history an spirit of the times	SKUZ	3	3	S/V	HA		K1
1.10	Seminar on utopia and vision	SUV	1	2	S/V	HA		K1
	Total of weekly instructional hours		22					
	Total of ECTS			30				

2. SEMESTER								
In English								
Nr.	Title of subject	Abbreviation	Weekly hours	ECTS	Kind of seminar	Prep. exam	exam	MOD
2.01	Project concentrating on cultural aspects	PG2	10	15	S		EW	GTW2
2.02	Project accompanying seminars	PS1	2	5	S		SA	GTW2
2.03	Seminar on communication methods in a cultural context	SKMK	2	5	S/V	HA		GTW2
2.04	Seminar on architecture and on design in its cultural context	ADKK	2	5	S/V	HA		K2
	Total of weekly instructional hours		16					
	Total of ECTS			30				

3. SEMESTER								
Partly in English								
Nr.	Title of subject	Abbreviation	Weekly hours	ECTS	Kind of seminar	Prep. exam	exam	MOD
3.01	Project in an international team	PG3	12	15	S		EW	G3
3.02	Project accompanying seminars	PS2	2	5	S		SA	G3
3.03	Seminars on career-related management	SBM	2	5	S/V		SA	W3
3.04	Seminar on sociology and psychology *	SSP	4*	5*	S/V	HA		K3
3.05	Seminar on philosophy and ethics*	SPE	4*	5*	S/V	HA		K3
	Total of weekly instructional hours		20					
	Total of ECTS			30				



4. SEMESTER								
Nr.	Title of subject	Abbreviation	Weekly hours	ECTS	Kind of seminar	Prep. exam	exam	MOD
4.01	Master Thesis on Design and presentation	GT		20	MA		PA	GT4
4.02	Thesis-accompanying seminar	TS	2	10	S		SA	GT4
	Total of weekly instructional hours		2					
	Total of ECTS			30				

Sum total of weekly instructional hours

60

Sum total of ECTS

120

* elective subjects – one out of the two subjects has to be taken

Kind of seminar:

S = Seminar

V = Lecture

Prep. Exam / Exam: (Prep. Exam is not graded)

EW = Design project

SA = written work

HA = written work not graded

PA = Master Thesis



FACHHOCHSCHULE HOCHSCHULE FÜR
STUTT GART TECHNIK
STUTT GART UNIVERSITY OF APPLIED SCIENCES

The Examination Board of the University has conferred on

Ms Musterfrau

who has successfully completed the studies
and passed the Examinations required thereof
the Degree of

MASTER OF SCIENCE

- M.Sc. -

with all the rights and honours appertaining thereto

Awarded
at the Stuttgart University of Applied Sciences,
Germany, March 14th, 2004

Prof. Dr. Martin Stohrer
Rector of the University



FACHHOCHSCHULE HOCHSCHULE FÜR
STUTT GART TECHNIK
STUTT GART UNIVERSITY OF APPLIED SCIENCES

In recognition of the successful completion of the course of study
the Department of Geomatics, Computer Science and Mathematics honours the
achievements of

Ms Musterfrau

born 13.05.1977 in Musterstadt

in the Master`s Degree course in

Software Technology

with the overall mark of

Excellent (1,3)

Title of the Master`s Thesis:

Awarded at Stuttgart, March 14th, 2004

The Rector

The Dean

Prof. Dr. M. Stohrer

Prof. Dr. H. Winter



Transcript of Records

Course of Study: **Software Technology**

Name: Monika Musterfrau

Date of Birth: 13.05.1977

Student ID-Number: 100100

14.03.2004

Page 1

Title of the Module	Weekly semester hours	Grades	ECTS credits
Software Engineering	4	1,0	6
Software Project Management	4	1,3	7
Databases	4	1,7	7
Human Computer Interaction	2	1,3	2
Intercultural Training	2	*	2
Advanced Topics in Data Structures and Algorithms	4	2,3	6
Software Project	4	2,0	8
System Design	4	1,7	5
Software Verification and Validation	4	2,0	5
Middleware Technology	4	1,3	6
Electronic Commerce	4	1,7	6
Master Thesis		1,3	30

ECTS - European Credit Transfer System (1 ECTS credit is considered as 30 hours = 1800 minutes of students work)

Grading scheme: 1.0 - 1.5 (excellent) 1.6 - 2.0 (very good) 2.1 - 3.0 (good) 3.1 - 3.5 (satisfactory) 3.6 - 4.0 (sufficient)
> 4.1 (failed)

* course successfully attended without examination requirement

Diploma Supplement

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. HOLDER OF THE QUALIFICATION

1.1 Family Name 1.2 First Name(s)

Musterfrau Monika

1.3. Date, Place, Country of birth

13.05.1977, Musterstadt, Deutschland

1.4. Student ID Number or Code

100100

2. QUALIFICATION

2.1. Name of Qualification (full, abbreviated; in original language)

Master of Science - M.Sc.

2.2. Main Fields of Study

Software Technology

2.3. Institution Awarding the Qualification (in original language)

Fachhochschule Stuttgart - Hochschule für Technik

Status (Type/Control)

University Of Applied Sciences / State Institution

2.4. Institution Administering Studies (in original language)

[same]

Status (Type/Control)

[same]

2.5. Language of Instruction/Examination

English

Certification Date: March 14th, 2004

Robert Linzenbold
Registrar

3. LEVEL OF THE QUALIFICATION

3.1. Level

University Postgraduate / second degree

3.2. Official Length of Program

18 months (90 ECTS total)

1 ECTS is the equivalent to 30 h of student working load.

3.3. Access Requirements

Applicants must possess a university degree in computer science or a university degree with emphasis in computer science requiring at least 3 years of university study with grades significantly above average.

A TOEFL exam is strictly required for all applicants, except native speakers (TOEFL score of 550 points for paper-based test, 213 points for computer-based test).

4. CONTENTS AND RESULTS GAINED

4.1. Mode of Study

Full time

4.2. Program requirements

All offered subjects and exams have to be passed with a minimum grade of 4.0 (Satisfactory). The study is completed by a thesis embedded in a project, which has to be completed over a period of 6 months in the 3rd Semester of studies. The project can be performed at the University as well as in a company.

4.3. Program Details

For details see „Transcript of Records“.

4.4. Grading Scheme

"Excellent" (= 1.0 - 1.5); "Very good" (= 1.6 - 2.0); "Good" (= 2.1 - 3.0); "Satisfactory" (= 3.1 - 3.5); "Sufficient" (= 3.6 - 4.0) "Failed" (> 4.0)

Grading Scheme:

ECTS Grades (A-F)	A	B	C	D	E	F
German Grades	1.0 – 1.5	1.6 – 2.0	2.1 – 3.0	3.1 – 3.5	3.6 – 4.0	> 4.0

4.5. Overall Classification

The final mark is calculated as a weighted average of the assessed individual marks.

5. FUNCTION OF THE QUALIFICATION

5.1. Access to further Study

Holders of qualified first degrees may be considered for direct admission to doctoral studies.

5.2. Professional Status

The Master of Science entitles its holder to exercise professional work in the field(s) for which the degree was awarded.

6. ADDITIONAL INFORMATION

6.1. Additional Information

The study is supported by the State of Baden-Wuerttemberg, Germany.

6.2. Further Information Sources

Fachhochschule Stuttgart - Hochschule fuer Technik
Schellingstr. 24,
D-70173 Stuttgart
Germany

Internet: www.fht-stuttgart.de

E-mail: master.softec@fht-stuttgart.de

For national information sources cf. Sec. 8.8.

7. CERTIFICATION

This Diploma Supplement refers to the following original documents:

Master of Science 14.03.2004

Master's Degree Certificate 14.03.2004

Transcript of Records 14.03.2004

Official seal

Certification Date: March 14th, 2004

Robert Linzenbold
Registrar

Stuttgart University of Applied Sciences

8. NATIONAL HIGHER EDUCATION SYSTEM¹

The information in the national higher education system on the following pages provides a context for the qualification and the type of higher education that awarded it.

8.1. Types of Institutions and Institutional Control

Higher education (HE) studies in Germany are offered at three types of *Hochschulen*²

- *Universitäten* (Universities), including various specialized institutions, comprise the whole range of academic disciplines. In the German tradition, universities are also institutional foci of, in particular, basic research, so that advanced stages of study have strong theoretical orientations and research-oriented components.
- *Fachhochschulen* (Universities of Applied Sciences): Programs concentrate in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies a distinct application-oriented focus and professional character of studies, which include one or two semesters of integrated and supervised work assignments in industry, enterprises or other relevant institutions.
- *Kunst- und Musikhochschulen* (Colleges of Art/Music, etc.) offer graduate studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas; architecture, media and communication.

HE institutions are either state or state-recognized institutions. In their operations, including the organization of studies and the designation and award of degrees, they are both subject to HE legislation.

8.2. Types of programs and degrees awarded

- Studies in all three types of institutions are traditionally offered in integrated “long” (one-tier) programs leading to *Diplom-* or *Magister Artium* degrees or completion by a *Staatsprüfung* (State Examination).
- In 1998, a new scheme of first- and second-level degree programs (*Bakkalaureus*/Bachelor and *Magister*/Master) was introduced to be offered parallel to or *in lieu* of established integrated “long” programs. While these programs are designed to provide enlarged variety and flexibility to students in planning and pursuing educational objectives, they enhance also international compatibility of studies.
- For details cf. Sec. 8.4.1. and Sec. 8.4.2., respectively. Table 1 provides a synoptic summary.

8.3. Approval/Accreditation of Programs and Degrees

To ensure quality and comparability of qualifications, the organization of studies and general degree requirements have to conform to principles and regulations jointly established by the Standing Conference of Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK) and the Association of German Universities and other Higher Education Institutions (HRK). In 1999, a system of accreditation for programs of study has become operational under the control of an Accreditation Council

¹ The information covers only aspects directly relevant to purposes of the Diploma Supplement. All information as of 1 Jan 2000.

² Hochschule is a generic term for higher education institutions.

at national level. Programs and qualifications accredited under this scheme are designated accordingly in the Diploma Supplement.

8.4. Organization of Studies

8.4.1. Integrated “Long” Programs (One-Tier):

Diplom degrees, Magister Artium, Staatsprüfung

Studies are either mono-disciplinary (single subject, *Diplom* degrees, most programs completed by a *Staatsprüfung*) or comprise a combination of either two major or one major and two minor fields (*Magister Artium*). As common characteristics, in the absence of intermediate (first-level) degrees, studies are divided into two stages. The first stage (1.5 to 2 years) focuses - without any components of general education - on broad orientations and foundations of the field(s) of study including propaedeutical subjects. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the M.A.) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements always include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*.

- Studies at *Universities* last usually 4.5 years (*Diplom* degree, *Magister Artium*) or 3.5 to 6 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the exact/natural and economic sciences. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical, pharmaceutical and teaching professions are completed by a *Staatsprüfung*. The three qualifications are academically equivalent. As the final (and only) degrees offered in these programs at graduate-level, they qualify to apply for admission to doctoral studies, cf. Sec. 8.5.
- Studies at *Fachhochschulen* (FH)/Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom* (FH) degree. While the FH/UAS are non-doctorate granting institutions, qualified graduates may pursue doctoral work at doctorate-granting institutions, cf. Sec. 8.5.
- Studies at Kunst- and Musikhochschulen (Colleges of Art/Music, etc.) are more flexible in their organization, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, awards include Certificates and Certified Examinations for specialized areas and professional purposes.

8.4.2. First/Second Degree Programs (Two-Tiers):

Bakkalaureus/Bachelor, Magister/Master degrees

These programs apply to all three types of Institutions. Their organization makes use of credit point systems and modular components. First degree programs (3 to 4 years) lead to *Bakkalaureats/Bachelor* degrees (B.A., B.Sc.). Graduate second degree programs (1 to 2 years) lead to *Magister/Master* degrees (M.A., M.Sc.). Both may be awarded in dedicated form to indicate particular specializations or applied/professional orientations (B./M. of ...; B.A., B.Sc. of M.A., M.Sc. in ...). All degrees include a thesis requirements.

8.5. Doctorate

Universities, most specialized institutions and some Colleges of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified *Diplom* or *Magister/Master* degree, a *Staatsprüfung*, or a foreign equivalent. Admission further requires the acceptance of the Dissertation research project by a supervisor. Holders of a qualified *Diplom* (FH) degree or other first degrees may be admitted for doctoral studies with specified additional requirements.

8.6. Access to Higher Education

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife, Abitur*) after 12 to 13 years of schooling gives access to all higher education studies. Specialized variants (*Fachgebundene Hochschulreife*) allow for admission to particular disciplines. Access to *Fachhochschulen*/(UAS) is also possible after 12 years (*Fachhochschulreife*). Admission to Colleges of Art/Music may be based on other or require additional evidence demonstrating individual aptitude.

8.7. National Sources of Information

- *Kultusministerkonferenz* (KMK) [Standing Conference of Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany] – Lennéstrasse 6, D-53113 Bonn; Fax: +49/[0]228 / 501-229; with
 - o Central Office for Foreign Education (ZaB) as German NARIC and ENIC; www.kmk.org; E-Mail: zab@kmk.org
 - o “Documentation and Educational Information Service” as German EURYDICE-Unit, providing the national dossier on the educational system (EURYBASE, annual update, www.eurydice.org; E-Mail: eurydice@kmk.org).
- *Hochschulrektorenkonferenz* (HRK) [Association of German Universities and other Higher Education Institutions]. Its “Higher Education Compass” (www.higher-education-compass.hrk.de) features comprehensive information on institutions, programs of study, etc. – Ahrstrasse 39, 53175 Bonn; Fax: +49/[0]228 / 887-210; E-Mail: sekr@hrk.de