
Prüfungsordnung für den konsekutiven Masterstudiengang Regionalmanagement und Wirtschaftsförderung (Besonderer Teil)

Fakultät Ressourcenmanagement

Der Fakultätsrat der Fakultät Ressourcenmanagement der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzwinden/Göttingen hat am 9. Mai 2018 die nachfolgende Ordnung über den besonderen Teil der Prüfungsordnung für den konsekutiven Masterstudiengang Regionalmanagement und Wirtschaftsförderung beschlossen. Die Ordnung wurde am 11. Juni 2018 vom Präsidium der Hochschule gemäß § 37 Absatz 1 Satz 3 Ziffer 5b) NHG genehmigt. Die hochschulöffentliche Bekanntmachung erfolgte am 21. Juni 2018.

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§ 1 Hochschulgrad und Zeugnis

- (1) Der Studiengang schließt mit der Masterprüfung ab.
- (2) Nach bestandener Masterprüfung verleiht die Hochschule den Hochschulgrad „Master of Arts“ (abgekürzt M.A.). Hierüber stellt die Hochschule eine Urkunde mit dem Datum des Zeugnisses aus (Anlage 1). Ein Muster des Masterzeugnisses enthält Anlage 2. Gleichzeitig mit dem Zeugnis wird der bzw. dem Studierenden ein Diploma Supplement (Anlage 4) ausgehändigt.

§ 2 Dauer und Aufbau des Studiums

- (1) Die Regelstudienzeit des konsekutiven Masterstudiengangs Regionalmanagement und Wirtschaftsförderung beträgt einschließlich der Anfertigung der Masterthesis vier Semester.
- (2) Der Gesamtumfang der Pflicht- und Wahlpflichtbereiche beträgt 120 Leistungspunkte (Credits). Der Studiengang setzt sich aus 14 Modulen zusammen, die in Anlage 3 einschließlich des kalkulierten Workloads dargestellt sind.

§ 3 Module und Art der Prüfungsleistungen

- (1) Die Prüfungen werden studienbegleitend durchgeführt. Sie bestehen aus Prüfungen für die einzelnen Module und der Masterthesis (als Abschlussarbeit) mit Kolloquium. Näheres regelt Anlage 3.
- (2) Das Angebot der Wahlpflichtfächer und deren Prüfungsarten legt die Prüfungskommission fest. Auf Antrag können auch andere Lehrveranstaltungen mit Masterniveau der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzwinden/Göttingen oder anderer Hochschulen als Wahlpflichtfächer absolviert werden. Über den Antrag entscheidet die Prüfungskommission.
- (3) Die Bildung der Gesamtnote ergibt sich aus den Noten für die einzelnen Module, die entsprechend der Anlage 3 gewichtet werden.

§ 4 Berufspraktische Einheit

- (1) Im Rahmen des Moduls 13 absolvieren die Studierenden eine berufspraktische Einheit im zeitlichen Umfang von acht Wochen. Näheres regelt die Ordnung für die Berufspraktische Einheit.
- (2) Zur berufspraktischen Einheit (Modul 13) wird zugelassen, wer mindestens 45 Leistungspunkte nachgewiesen hat.

§ 5 Masterthesis

- (1) Im Mittelpunkt der Masterthesis steht eine anwendungsorientierte Problemstellung. Deshalb soll sie bevorzugt in Kooperation mit einem Praxispartner (z.B. Unternehmen, Organisation oder Behörde) durchgeführt werden.
- (2) Die Bearbeitungszeit für den schriftlichen Teil der Masterthesis beträgt drei Monate.
- (3) Zur Masterthesis wird zugelassen, wer im Rahmen des Masterstudienganges Regionalmanagement und Wirtschaftsförderung mindestens 60 Leistungspunkte erworben hat.

§ 6 Kolloquium

- (1) Zum Kolloquium wird zugelassen, wer die Module 1 bis 13 erfolgreich absolviert und den schriftlichen Teil der Masterthesis (Modul 14) vorläufig bestanden hat.
- (2) Das Kolloquium soll innerhalb von vier Wochen nach Abgabe der Masterthesis durchgeführt werden.

§ 7 Inkrafttreten/Übergangsbestimmungen

- (1) Diese Prüfungsordnung tritt am Tag nach ihrer hochschulöffentlichen Bekanntmachung in Kraft.
- (2) Sie gilt erstmalig für Studierende, die ihr Studium zum Wintersemester 2018/19 begonnen haben.
- (3) Mit Ablauf des Wintersemesters 2020/21 tritt die Prüfungsordnung des Masterstudienganges Regionalmanagement und Wirtschaftsförderung (Besonderer Teil) der Version 2014 außer Kraft. Die Studierenden setzen danach ihr Studium nach der vorliegenden Prüfungsordnung (Version 2018) fort. Über Ausnahmen, insbesondere infolge von gesetzlichen Schutzbestimmungen oder sonstigen unzumutbaren Härtefallsituationen, entscheidet die Prüfungskommission. § 6 des allgemeinen Teils der Prüfungsordnung findet entsprechend Anwendung.

Anlage 1: Masterurkunde

MASTERURKUNDE

**Die HAWK
Hochschule für angewandte Wissenschaft und Kunst
Hildesheim/Holzminde/Göttingen
Fakultät Ressourcenmanagement**

verleiht mit dieser Urkunde

Frau/Herrn **«Vorname» «Nachname»**
geboren am «Geburtsdatum» in «Geburtsort»

den Hochschulgrad **Master of Arts**
abgekürzt M.A.,
nachdem sie/er die Abschlussprüfung im Studiengang

Regionalmanagement und Wirtschaftsförderung

bestanden hat.

Göttingen, den «Datum»

«Dekan/in»
Dekan/in

«Studiendekan/in»
Studiendekan/in

Anlage 2: Masterzeugnis

MASTERZEUGNIS

Frau/Herr **«Vorname» «Nachname»**
geboren am «Geburtsdatum» in «Geburtsort»

hat die Masterprüfung im Studiengang

Regionalmanagement und Wirtschaftsförderung

der Fakultät Ressourcenmanagement in Göttingen
bestanden.

Thema der Masterthesis:

Abschlussprüfung	Credits	Gesamtnote
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	120	0,0 (in Worten)
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Die Gesamtnote ergibt sich aus den Modulnoten (gemäß Anlage zum Masterzeugnis), die im Verhältnis der auf sie entfallenden Credits gewichtet werden.

Göttingen, den «PruefDatum»

«Studiendekan/in»
Studiendekan/in

Notenstufen: 1,0 bis 1,50 = Sehr Gut; 1,51 bis 2,50 = Gut; 2,51 bis 3,50 = Befriedigend; 3,51 bis 4,0 = Ausreichend

ANLAGE ZUM MASTERZEUGNIS (TRANSCRIPT OF RECORDS)

Frau/Herr **Vorname Nachname**
geboren am **00.00.0000** in **Geburtsort**

Module	Credits	Note
Grundlagen des Regionalmanagements und der Wirtschaftsförderung	12	0,0
Rechtliche Rahmenbedingungen	6	0,0
Kommunikation	6	0,0
Projektarbeit	12	0,0
Europäische Regionalpolitik	7	0,0
Wirtschaftsförderung	8	0,0
Vertiefende Aspekte der Wirtschaftsförderung	10	0,0
Existenzgründung und Fördermittelmanagement	8	0,0
Europäische Studien	12	0,0
Wahlpflichtmodule	9	0,0
Berufspraktische Einheit	10	0,0
Masterthesis und Kolloquium Thema: «Thema»	20	0,0

Göttingen, den «PruefDatum»

Anlage 3: Module/Workload, Gewichtung zu Ermittlung der Gesamtnote

Modul-nr.	Bezeichnung des Moduls	Prüfungsart	Leistungs-punkte	Präsenz-stunden	Selbst-studien-stunden	Summe Stunden	Gewichtung für Gesamt-note
1	Grundlagen des Regional-managements und der Wirtschaftsförderung	M	12	135	225	360	10%
2	Rechtliche Rahmenbedingungen	K2	6	60	120	180	5%
3	Kommunikation	H + TP*	6	90	90	180	5%
4	Wahlpflichtfach	K1/M/H/R/PR	3	30	60	90	3%
5	Wahlpflichtfach	K1/M/H/R/PR	3	30	60	90	3%
Summe 1. Semester			30	345	555	900	
6	Projektarbeit	Projektarbeit	12	75	285	360	10%
7	Europäische Regionalpolitik	K2	7	75	135	210	6%
8	Wirtschaftsförderung	M	8	75	165	240	6%
9	Wahlpflichtfach	K1/M/H/R/PR	3	30	60	90	3%
Summe 2. Semester			30	255	645	900	
10	Vertiefende Aspekte der Wirtschaftsförderung	K2	10	90	210	300	8%
11	Existenzgründung und Fördermittelmanagement	K1 + F2**	8	60	180	240	6%
12	Europäische Studien	M + R + EB***	12	135	225	360	10%
Summe 3. Semester			30	285	615	900	
13	Berufspraktische Einheit	Praxisbericht	10	0	300	300	5%
14	Masterthesis	Masterthesis + Kolloquium	20	0	600	600	20%
Summe 4. Semester			30	0	900	900	
Gesamtsumme			120	885	2.715	3.600	100%

* Die integrierte Modulprüfung setzt sich aus einer Hausarbeit (H) und einem Tagesprojekt (TP) zusammen. In der Hausarbeit werden 50 % und im Tagesprojekt 50 % der Punkte erzielt.

** Die integrierte Modulprüfung setzt sich aus einer einstündigen Klausur (K 1) und einer zweistündigen Fallstudie (F 2) zusammen. In der Klausur werden 50 % und in der Fallstudie 50 % der Punkte erzielt.

*** Die integrierte Modulprüfung setzt sich aus einer mündlichen Prüfung (M), einem Referat (R) und einem Exkursionsbericht (EB) zusammen. In der mündlichen Prüfung werden 25 %, im Referat 25 % und im Exkursionsbericht 50 % der Punkte erzielt.

Anlage 4: Diploma Supplement

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 | Nachname |
| 1.2 | First Name | Vorname |
| 1.3 | Date, Place, Country of Birth | oo.oo.oooo, Geburtsort, Land |
| 1.4 | Student ID Number or Code | oooooo |

2. Qualification

- 2.1 Name of Qualification (in original language)
Master of Arts– M.A.
Title Conferred
Master of Arts – Regionalmanagement und Wirtschaftsförderung,
M.A. Regionalmanagement und Wirtschaftsförderung
(Master of Arts– Regional Management and Business Promotion,
M.A. – Regional Management and Business Promotion)
- 2.2 Main Field(s) of Study
Regional Management and Business Promotion
- 2.3 Institution Awarding the Qualification (in original language)
HAWK Hochschule für angewandte Wissenschaft und Kunst
Hildesheim/Holzminen/Göttingen
Fakultät Ressourcenmanagement (Faculty of Resource Management)
Studiengang Regionalmanagement und Wirtschaftsförderung
(Regional Management and Business Promotion)
Status (Type / Control)
University of Applied Sciences and Arts / State Institution
- 2.4 Institution Administering Studies (in original language)
[as above]
Status (Type / Control)
[as above]
- 2.5 Language(s) of Instruction/Examination
German

3. Level of the Qualification

3.1 Level of Qualification

Master programme, second degree

3.2 Official Length of Programme

Two years, 4 semesters, 120 ECTS

3.3 Access Requirement(s)

Bachelor degree in Regional Management and Business Promotion or related fields (three years, with 180 credits), or foreign equivalent.

4. Contents and Results gained

4.1 Mode of Study

Full Time Study

In the event of part-time study (individual application required), the official length of the programme will be extended accordingly.

4.2 Programme Requirements

In interdisciplinary and project oriented teamwork students gain professional as well as soft skills in regional management and business development. The regional manager is partner for business, local authority and organisations to overcome regional obstacles, to discover the regional potential and to develop sustainable regional concept. Obligatory study of foreign languages, international-oriented topics, English as equal lecture's language, excursion in foreign countries assure the international character and qualify the graduates for accepting jobs as regional managers abroad.

Spheres of competence:

- Management
- Regional Planning and Development
- Business development
- Communication and supervising of people
- Regional geography

Project Report (second semester), 8 weeks of practical training and a master thesis in cooperation with companies on current projects in regional management and business development encourage students to make professional experience.

Graduates are able management position in regional associations, companies for business development, tourisms agencies, regional consulting agencies as well as foundations.

4.3 Programme Details

Please refer to the Final Examination Certificate (Masterzeugnis) for a list of courses and grades.

4.4 Grading Scheme

Absolute grading scheme: "Sehr Gut" (1,0; 1,3) = Very Good; "Gut" (1,7; 2,0; 2,3) = Good; "Befriedigend" (2,7; 3,0; 3,3) = Satisfactory; "Ausreichend" (3,7; 4,0) = Pass/Sufficient; "Nicht ausreichend" (5,0) = Fail/Insufficient

Statistical distribution of grades: **grading table**

4.5 Overall Classification

0,0

The final grade is based on the grades awarded during the study programme and that of the final thesis (with oral component). Please refer to the Final Examination Certificate (Masterzeugnis).

5. Function of the Qualification

5.1 Access to Further Study

The M.A. in Regional Management and Business Promotion entitles the holder to apply

for admission for a doctoral thesis according to respective regulations covering doctoral programmes.

5.2 Professional Status

The M.A. in Regional Management and Business Promotion entitles its holder to the legally protected professional title “Master of Arts” and to exercise professional work in the field(s) for which the degree was awarded.

6. Additional Information

6.1 Additional Information

Non-academic acquired competencies were credited in an amount of **00** credits in the following modules: ...

6.2 Additional Information Sources

www.hawk.de

7. Certification

This Diploma Supplement refers to the following original documents:

Masterurkunde (Degree Certificate) dated from	00.00.0000
Masterzeugnis (Final Examination Certificate) dated from	00.00.0000
Transcript of Records dated from	00.00.0000

Certification Date:	Ort, 00.00.0000
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(Official Seal / Stamp)

Chairman Examination Committee

8. Information on the German Higher Education Systemⁱ

8.1 Types of Institutions and Institutional Status

Higher education (HE) studies in Germany are offered at three types of Higher Education Institutions (HEI).ⁱⁱ

- *Universitäten* (Universities) including various specialized institutions, offer the whole range of academic disciplines. In the German tradition, universities focus in particular on basic research so that advanced stages of study have mainly theoretical orientation and research-oriented components.

- *Fachhochschulen* (Universities of Applied Sciences) concentrate their study programmes in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies an application-oriented focus of studies, which includes integrated and supervised work assignments in industry, enterprises or other relevant institutions.

- *Kunst- und Musikhochschulen* (Universities of Art/Music) offer 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.

Higher Education 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 higher education legislation.

8.2 Types of Programmes and Degrees Awarded

Studies in all three types of institutions have traditionally been offered in integrated "long" (one-tier) programmes leading to Diplom- or Magister Artium degrees or completed by a Staatsprüfung (State Examination).

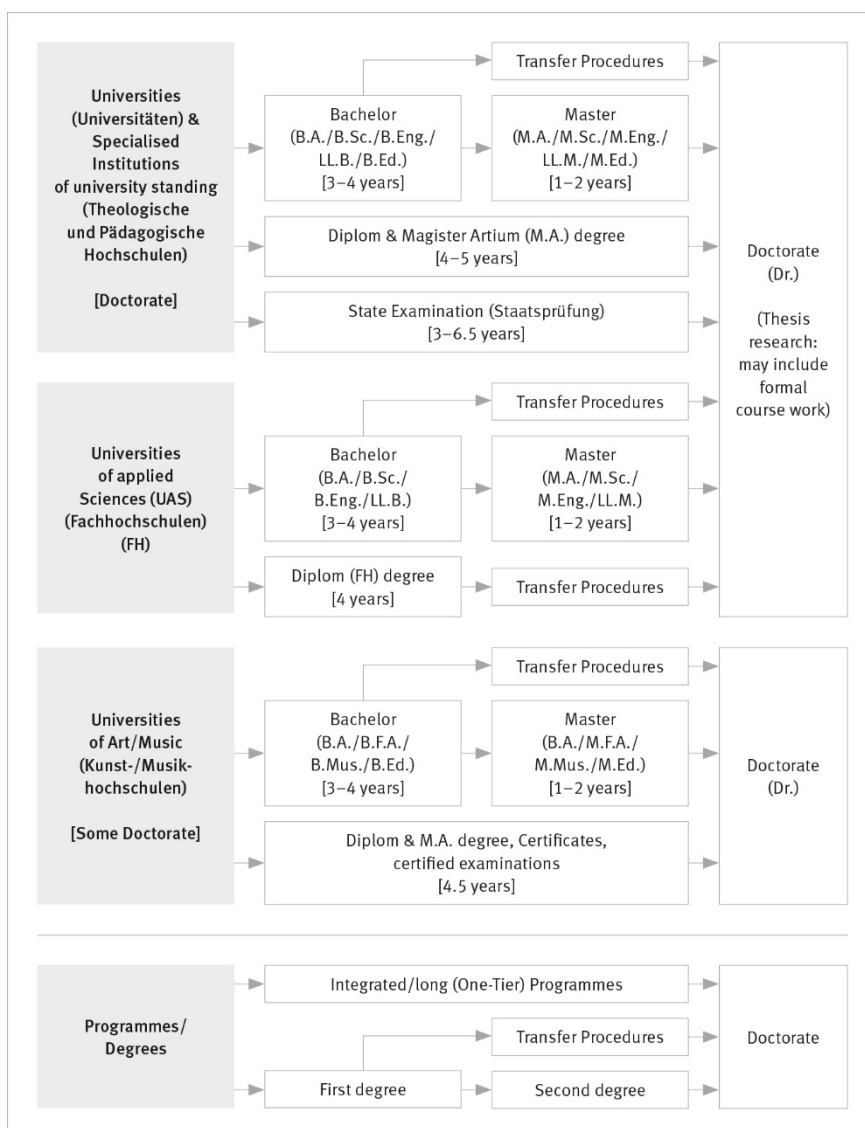
Within the framework of the Bologna-Process one-tier study programmes are successively being replaced by a two-tier study system. Since 1998, two-tier degrees (Bachelor and Master) have been introduced in almost all study programmes. This change is designed to provide enlarged variety and flexibility to students in planning and pursuing educational objectives, they also enhance international compatibility of studies.

The German Qualifications Framework for Higher Education Degreesⁱⁱⁱ, the German Qualifications Framework for Lifelong Learning^{iv} and the European Qualifications Framework for Lifelong Learning^v describe the degrees of the German Higher Education System. They contain the classification of the qualification levels as well as the resulting qualifications and competencies of the graduates.

For details cf. Sec. 8.4.1, 8.4.2, and 8.4.3 respectively. Table 1 provides a synoptic summary.

8.3 Approval/Accreditation of Programmes and Degrees

To ensure quality and comparability of qualifications, the organization of studies and general degree requirements have to conform to principles and regulations established by the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK).^{vi} In 1999, a system of accreditation for programmes of study has become operational under the control of an Accreditation Council at national level. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the quality-label of the Accreditation Council.^{vii}



8.4 Organization and Structure of Studies

The following programmes apply to all three types of institutions. Bachelor's and Master's study courses may be studied consecutively, at various higher education institutions, at different types of higher education institutions and with phases of professional work between the first and the second qualification. The organization of the study programmes makes use of modular components and of the European Credit Transfer and Accumulation System (ECTS) with 30 credits corresponding to one semester.

8.4.1 Bachelor

Bachelor degree study programmes lay the academic foundations, provide methodological skills and lead to qualifications related to the professional field. The Bachelor degree is awarded after 3 to 4 years. The Bachelor degree programme includes a thesis requirement. Study courses leading to the Bachelor degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.^{viii} First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.), Bachelor of Music (B.Mus.) or Bachelor of Education (B.Ed.). The Bachelor degree corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

8.4.2 Master

Master is the second degree after another 1 to 2 years. Master study programmes may be differentiated by the profile types "practice-oriented" and "research-oriented". Higher Education Institutions define the profile. The Master degree study programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.^{ix} Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (L.L.M.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.) or Master of Education (M.Ed.). Master study programmes which are designed for continuing education may carry other designations (e.g. MBA).

The Master degree corresponds to level 7 of the German Qualifications Framework/ European Qualifications Framework.

8.4.3 Integrated "Long" Programmes (One-Tier): Diplom degrees, Magister Artium, Staatsprüfung

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements 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*. The level of qualification is equivalent to the Master level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. 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 and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder*.

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent and correspond to level 7 of the German Qualifications Framework/ European Qualifications Framework.

They qualify to apply for admission to doctoral studies. Further prerequisites for admission may be defined by the Higher Education Institution, cf. Sec. 8.5.

- Integrated studies at *Fachhochschulen (FH)*/Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom (FH)* degree which corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

While the *FH/UAS* are non-doctorate granting institutions, qualified graduates may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.

- Studies at *Kunst- and Musikhochschulen* (Universities of Art/Music etc.) are more diverse in their organization, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the integrated study programme awards include Certificates and certified examinations for specialized areas and professional purposes.

8.5 Doctorate

Universities as well as specialized institutions of university standing and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Comparable degrees from universities of art and music can in exceptional cases (study programmes such as music theory, musicology, pedagogy of arts and music, media studies) also formally qualify for doctoral work. Particularly qualified holders of a Bachelor or a *Diplom (FH)* degree may also be admitted to doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor.

The doctoral degree corresponds to level 8 of the German Qualifications Framework/ European Qualifications Framework.

8.6 Grading Scheme

The grading scheme in Germany usually comprises five levels (with numerical equivalents; intermediate grades may be given): "*Sehr Gut*" (1) = Very Good; "*Gut*" (2) = Good; "*Befriedigend*" (3) = Satisfactory; "*Ausreichend*" (4) = Sufficient; "*Nicht ausreichend*" (5) = Non-Sufficient/Fail. The minimum passing grade is "*Ausreichend*" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.

In addition, grade distribution tables as described in the ECTS Users' Guide are used to indicate the relative distribution of grades within a reference group.

8.7 Access to Higher Education

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife, Abitur*) after 12 to 13 years of schooling allows for admission to all higher educational studies. Specialized variants (*Fachgebundene Hochschulreife*) allow for admission at *Fachhochschulen* (UAS), universities and equivalent higher education institutions, but only in particular disciplines. Access to study programmes at *Fachhochschulen* (UAS) is also possible with a *Fachhochschulreife*, which can usually be acquired after 12 years of schooling. Admission to study programmes at Universities of Art/Music and comparable study programmes at other higher education institutions as well as admission to a study programme in sports may be based on other or additional evidence demonstrating individual aptitude.

Applicants with a vocational qualification but without a school-based higher education entrance qualification are entitled to a general higher education entrance qualification

and thus to access to all study programmes, provided they have obtained advanced further training certificates in particular state-regulated vocational fields (e.g. *Meister/Meisterin im Handwerk, Industriemeister/in, Fachwirt/in (IHK und HWK), staatlich geprüfte/r Betriebswirt/in, staatliche geprüfte/r Gestalter/in, staatlich geprüfte/r Erzieher/in*). Vocationally qualified applicants can obtain a *Fachgebundene Hochschulreife* after completing a state-regulated vocational education of at least two years' duration plus professional practice of normally at least three years' duration, after having successfully passed an aptitude test at a higher education institution or other state institution; the aptitude test may be replaced by successfully completed trial studies of at least one year's duration.^x

Higher Education Institutions may in certain cases apply additional admission procedures.

8.8 National Sources of Information

- *Kultusministerkonferenz (KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Graurheindorfer Str. 157, D-53117 Bonn; Fax: +49[0]228/501-777; Phone: +49[0]228/501-0
- Central Office for Foreign Education (ZaB) as German NARIC; www.kmk.org; E-Mail: zab@kmk.org
- German information office of the *Länder* in the EURYDICE Network, providing the national dossier on the education system; www.kmk.org; E-Mail: eurydice@kmk.org
- *Hochschulrektorenkonferenz (HRK)* [German Rectors' Conference]; Ahrstrasse 39, D-53175 Bonn; Fax: +49[0]228/887-110; Phone: +49[0]228/887-0; www.hrk.de; E-Mail: post@hrk.de
- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

ⁱ The information covers only aspects directly relevant to purposes of the Diploma Supplement.

ⁱⁱ *Berufsakademien* are not considered as Higher Education Institutions, they only exist in some of the *Länder*. They offer educational programmes in close cooperation with private companies. Students receive a formal degree and carry out an apprenticeship at the company. Some *Berufsakademien* offer Bachelor courses which are recognized as an academic degree if they are accredited by a German accreditation agency.

ⁱⁱⁱ German Qualifications Framework for Higher Education Degrees. (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16 February 2017).

^{iv} German Qualifications Framework for Lifelong Learning (DQR). Joint resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany, the German Federal Ministry of Education and Research, the German Conference of Economics Ministers and the German Federal Ministry of Economics and Technology (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 15 November 2012). More information at www.dqr.de

^v Recommendation of the European Parliament and the European Council on the establishment of a European Qualifications Framework for Lifelong Learning of 23 April 2008 (2008/C 111/01 – European Qualifications Framework for Lifelong Learning – EQF).

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- vi Common structural guidelines of the *Länder* for the accreditation of Bachelor's and Master's study courses (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 10.10.2003, as amended on 04.02.2010).
- vii "Law establishing a Foundation 'Foundation for the Accreditation of Study Programmes in Germany'", entered into force as from 26 February 2005, GV. NRW. 2005, No. 5, p. 45 in connection with the Declaration of the *Länder* to the Foundation "Foundation: Foundation for the Accreditation of Study Programmes in Germany" (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16 December 2004).
- viii See note No. 7.
- ix See note No. 7.
- x Access to higher education for applicants with a vocational qualification, but without a school-based higher education entrance qualification (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 6 March 2009).