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# **Prüfungsordnung für den Masterstudiengang Konservierungs- und Restaurierungswissenschaft (Besonderer Teil)**

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**Fakultät Bauen und Erhalten**

Der Fakultätsrat der Fakultät Bauen und Erhalten der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzminde/n/Göttingen hat am 17. April 2019 die nachfolgende Ordnung über den Besonderen Teil der Prüfungsordnung für den Masterstudiengang Konservierungs- und Restaurierungswissenschaft beschlossen. Die Ordnung wurde am 10. Februar 2020 vom Präsidium der Hochschule gemäß § 37 Absatz 1 Satz 3 Ziffer 5b) NHG genehmigt. Die hochschulöffentliche Bekanntmachung erfolgte am 4. November 2020.

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## **§ 1 Dauer und Verlauf des Studiums**

- (1) Die Regelstudienzeit des Masterstudiengangs Konservierungs- und Restaurierungswissenschaft beträgt vier Semester.
- (2) Mit der Einschreibung erfolgt die Eintragung in eine der angebotenen Vertiefungsrichtungen.
- (3) Der Gesamtumfang der Pflicht- und Wahlpflichtbereiche beträgt 120 Leistungspunkte (Credits). Das Studium setzt sich aus neun Pflichtmodulen (78 Leistungspunkte) sowie Wahlpflichtmodulen im Umfang von 42 Leistungspunkten zusammen. Ein möglicher Studienverlauf wird in Anlage 1 aufgezeigt.

## **§ 2 Prüfungen**

- (1) Die Prüfungen werden studienbegleitend erbracht und ergeben sich aus der Modulübersicht (Anlage 1). Neben der Art der Prüfung ist in den Modulbeschreibungen bei zusammengesetzten Modulprüfungen die Gewichtung ausgewiesen, mit der die Gesamtmodulnote zu berechnen ist.
- (2) Die Prüfungsanforderungen sind in der Anlage 1 enthalten und ergeben sich aus den Qualifikationszielen der Modulbeschreibungen.
- (3) Prüfungen können neben den erforderlichen auch in anderen Wahlpflichtfächern abgelegt werden.
- (4) Ist in den Modulbeschreibungen eine Prüfungsvorleistung (PVL) vorgesehen (z.B. für die Teilnahme an Praktika im Labor oder in den Werkstätten), so ist das Bestehen dieser Prüfungsvorleistung neben dem Vorliegen der Voraussetzungen gemäß § 8 des Allgemeinen Teils der Prüfungsordnung für die Zulassung zur Noten bildenden Modulabschlussprüfung erforderlich. Prüfungsvorleistungen sind nicht benotete Prüfungen (Studienleistungen), für die im Falle des Nichtbestehens § 15 des Allgemeinen Teils der Prüfungsordnung gilt. § 15 Absatz 2 ist bei Prüfungsvorleistungen nicht bindend.
- (5) Der Master in Konservierungs- und Restaurierungswissenschaft kann mit einem Minor im Umfang von vier Modulen und insgesamt 24 Leistungspunkten studiert werden. In welchen Minor-Modulgruppen Leistungspunkte erbracht werden müssen, damit dieser ausgewiesen werden kann, veranschaulicht Anlage 1.

## **§ 3 Masterarbeit und Kolloquium**

- (1) Die Bearbeitungszeit für die Masterarbeit (Modul MK 10-15) beträgt achtzehn Wochen.
- (2) Die Studienkommission der Konservierungs- und Restaurierungsstudiengänge der Fakultät legt den Zeitraum für die Anmeldung, die Termine für den Beginn und für die Abgabe der Abschlussarbeiten fest. Die Abgabe der Arbeit muss in der Regel persönlich erfolgen.
- (3) Zur Masterarbeit wird zugelassen, wer bis dahin mindestens 60 Leistungspunkte erreicht hat und die Module des siebten und achten Semesters erfolgreich absolviert hat. Näheres regelt die Studienkommission. Prüfungsanforderungen sind in Anlage 1 enthalten und ergeben sich aus den Qualifikationszielen der Modulbeschreibungen.
- (4) Dem Antrag auf Zulassung zur Masterarbeit ist ein mit den Prüfenden abgestimmter Vorschlag für den Themenbereich, dem das Thema für die Masterarbeit entnommen werden soll und eine Erklärung, ob die Masterarbeit als Einzel- oder Gruppenarbeit vergeben werden soll, beizufügen.
- (5) Als Zweitprüfende werden auf Antrag in begründeten Ausnahmefällen auch Personen zugelassen, die keinen entsprechenden akademischen Abschluss haben. Dieser Antrag muss mindestens vier Wochen vor der Anmeldung bei der Prüfungskommission gestellt werden.

- (6) Zum Kolloquium wird zugelassen, wer bis dahin alle Pflichtmodule sowie Wahlpflichtmodule im Umfang von 90 Leistungspunkten erfolgreich absolviert hat, und wessen Masterarbeit (Modul MK10-15) von beiden Prüfenden vorläufig mit mindestens ausreichend bewertet wurde.
- (7) Das Kolloquium soll in der Regel innerhalb von vier Wochen nach Abgabe der Masterarbeit durchgeführt werden.
- (8) Das Kolloquium gliedert sich in zwei Teile von in der Regel jeweils 25 bis 35 Minuten Dauer:  
Erster Teil: Präsentation der Arbeit durch die/den Studierenden,  
Zweiter Teil: Befragung der/des Studierenden durch die Prüfenden  
Anschließend erfolgt die Bekanntgabe der Prüfungsnote. Die schriftlichen Gutachten werden der Prüfungskommission vorgelegt und sind aktenkundig zu machen.  
Die Gesamtdauer beträgt mindestens 50 und höchstens 70 Minuten. Bei sehr kurzen Präsentationen (unter 25 Minuten Dauer) darf die Befragung durch die Prüfenden entsprechend ausgedehnt werden, so dass die Prüfung insgesamt mindestens 50 Minuten dauert. Bei einer Gruppenarbeit verlängern sich diese Zeiten entsprechend.
- (9) Die Gewichtung von Masterthesis und Kolloquium für die Modulnote beträgt 3 zu 1.

#### **§ 4 Hochschulgrad, Zeugnis**

- (1) Der Studiengang schließt mit dem Kolloquium zur Masterarbeit ab.
- (2) Die Hochschule verleiht zum Abschluss den Hochschulgrad Master of Science, abgekürzt M.Sc. Hierüber stellt die Hochschule eine Urkunde mit dem Datum des Zeugnisses aus (Anlage 2). Ein Muster des Masterzeugnisses enthält Anlage 3. Gleichzeitig mit dem Zeugnis wird der/dem Studierenden ein Diploma Supplement (Anlage 4) ausgehändigt.

#### **§ 5 Inkrafttreten und Übergangsregelungen**

- (1) Diese Prüfungsordnung tritt am Tag nach ihrer hochschulöffentlichen Bekanntmachung in Kraft.
- (2) Sie gilt erstmalig für Studierende, die zum Wintersemester 2020/2021 immatrikuliert werden.
- (3) Der Regelstudienbetrieb wird den Studierenden des bisherigen Studiengangs Konservierung und Restaurierungswissenschaft mit dem Abschluss Master of Arts für die Dauer der vorgesehenen Regelstudienzeit für Vollzeitstudierende gewährleistet. Danach erfolgt eine Überführung in die neue Prüfungsordnung.
- (4) Bereits immatrikulierte Studierende können auf Antrag in die neue Prüfungsordnung überführt werden.

## Anlage 1: Modulübersicht

Sem.	Modul-Nr.	Modulgruppe	Modulname	LP	P/WP	Prüfungsart Gewichtung
7. Semester	MK 7-1	Degradation und Schadensursachen 1*	Abiotische Degradationsprozesse	6	P	ST
	MK 7-2	Konservierungs- und Restaurierungstechniken 1	Behandlung degradierter Materialien 1	6	P	TN
	MK 7-3	Baudenkmalpflege und Bauforschung	Zielsetzung und Methoden	6	WP	ST
	MK 7-4	Schädlingsvorsorge und Schadstoffe	IPM Integrated Pestmanagement	6	WP	K1
	MK 7-5	Recht, Betriebswirtschaft und Management 1***	Grundsätze und Gesetze der Restaurierung	6	P	Roder ST
	MK 7-6	Konservierungs- und Restaurierungsprojekte	Projekt- und Methodenentwicklung	6	WP	ST
	MK 7-6	Minor Bestandserhaltungsmanagement** (SBG)	Grundlagen der Organisation	6	WP	ST
	MK 7-7	Digitale Methoden	Digitale Methoden Dokumentation	6	WP	TN
	<b>Summe</b>				<b>30</b>	
8. Semester	MK 8-1	Degradation und Schadensursachen 2	Biotische Degradationsprozesse	6	P	ST
	MK 8-2	Konservierungs- und Restaurierungstechniken 2	Altrestaurierungen und Re-Restaurierung	6	P	ST, Koll. (je 50%)
	MK 8-3	Baudenkmalpflege und Bauforschung	Dokumentationstechniken und Bauforschung	6	WP	TN
	MK 8-4	Schädlingsvorsorge und Schadstoffe	Schadstoffbelastung	6	WP	K1
	MK 8-6	Konservierungs- und Restaurierungsprojekte	Methodenanwendung in der Praxis	6	WP	TN
	MK 8-7	Minor Bestandserhaltungsmanagement**	Mengenbehandlungen	6	WP	K2
	MK 8-8	Minor Bestandserhaltungsmanagement** (SBG)	Prozessentwicklung	6	WP	ST, Koll. (je 50%)
	MK 8-9	Minor Analytik und Entwicklung*	Bioremediation und Enzymanwendung	6	WP	ST
	MK 8-10	Minor Analytik und Entwicklung*	Instrumentelle Analytik	6	WP	ST
	MK 8-11	Minor Analytik und Entwicklung*	Biochemische Analyseverfahren	6	WP	ST

Sem.	Modul-Nr.	Modulgruppe	Modulname	LP	P/WP	Prüfungsart Gewichtung
	MK 8-12	Minor Geschichte, Theorie, Ethik der Restaurierung***	Sakral- und Profanbauten	6	WP	R oder ST
	MK 8-13	Minor Geschichte, Theorie, Ethik der Restaurierung***	Restaurierungstheorien historisch und aktuell	6	WP	R oder ST
	<b>Summe</b>			<b>30</b>		
9. Semester	MK 9-1	Degradation und Schadensursachen 3	Hemmung biotischer Degradationsprozesse	6	P	ST
	MK 9-2	Konservierungs- und Restaurierungstechniken 3	Behandlung degradierter Materialien 2	6	P	ST, Koll. (je 50%)
	MK 9-5	Recht, Betriebswirtschaft und Management 2	Betriebsführung und Vergaberecht	6	P	TN
	MK 9-6	Konservierungs- und Restaurierungsprojekte	Projektorganisation	6	WP	PA
	MK 9-7	Digitale Methoden	Digitale Methoden Konservierung und Restaurierung	6	WP	TN
	MK 9-8	Minor Bestandserhaltungsmanagement**	Fach- und Führungsaufgabe	6	WP	R
	MK 9-9	Minor Analytik und Entwicklung*	Licht, Einfluss auf biotische Prozesse	6	WP	ST
	MK 9-12	Minor Geschichte, Theorie, Ethik der Restaurierung***	Ethik und Erhaltung moderner Kunst	6	WP	R oder ST
	MK 9-14	Ausstellungsmanagement	Museologie und Öffentlichkeitsarbeit	6	WP	R
	<b>Summe</b>			<b>30</b>		
10. Semester	MK 10-5	Recht, Betriebswirtschaft und Management 3	Projektmanagement	6	P	R
	MK 10-15	Masterthesis mit Kolloquium		24	P	AA (3:1)
	<b>Summe</b>			<b>30</b>		

\* Minor Analytik und Entwicklung: für alle Vertiefungsrichtungen

\*\* Minor Bestandserhaltungsmanagement: für die Vertiefungsrichtung Schriftgut, Buch und Grafik (SBG)

\*\*\* Minor Geschichte, Theorie, Ethik der Restaurierung: für alle Vertiefungsrichtungen

Abkürzung	Bezeichnung
AA	Abschlussarbeit mit Kolloquium
K1, K2	ein-/zweistündige Klausur
ST	Studienarbeit mit Kolloquium
R	Referat
PA	Projektarbeit mit Kolloquium
TN	Teilnahmebestätigung (Studienleistung)
P/WP	Pflicht-/Wahlpflichtmodul

## Anlage 2: Masterurkunde (Muster)

### MASTERURKUNDE

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

verleiht mit dieser Urkunde

geboren am **«Vorname» «Nachname»**  
«Geburtsdatum» in «Geburtsort»

den Hochschulgrad **Master of Science**  
abgekürzt M.Sc.,  
nachdem die Abschlussprüfung im Studiengang

**Konservierungs- und Restaurierungswissenschaft**

bestanden wurde.

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Hildesheim «Datum»

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«Dekan\*in»

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«Studiendekan\*in»

## Anlage 3: Masterzeugnis (Muster)

# MASTERZEUGNIS

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geboren am **«Vorname» «Nachname»**  
«Geburtsdatum» in «Geburtsort»

hat die Masterprüfung im Studiengang

### **Konservierungs- und Restaurierungswissenschaft**

der Fakultät Bauen und Erhalten in Hildesheim  
bestanden.

#### **Thema der Masterarbeit:**

	<b>Credits</b>	<b>Note</b>
<b>Gesamtbewertung</b>	<b>000</b>	<b>0,0 (in Worten)</b>

Die Gesamtnote ergibt sich aus den Modulnoten gemäß Anlage zum Masterzeugnis.

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Hildesheim, den «PruefDatum»

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«Studiendekan\*in»



# ANLAGE ZUM MASTERZEUGNIS

## Studiengang

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**Vorname Nachname**  
geboren am 00.00.0000 in «Ort»

<b>Module</b>	<b>Credits</b>	<b>Note</b>
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**Pflicht- und Wahlpflichtmodule**

0,0  
0,0  
0,0  
0,0  
0,0  
0,0  
0,0  
0,0  
0,0  
0,0

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**Masterarbeit**

0,0

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**Gesamtnote**

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## Anlage 4: Diploma Supplement (Muster)

### DIPLOMA SUPPLEMENT

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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. Information identifying the holder of the qualification

1.1	Family name(s)	<b>Nachname</b>	1.2	First name(s)	<b>Vorname</b>
1.3	Date of birth	<b>oo.oo.oooo</b>	1.4	Student ID Number or code	<b>oooooo</b>

#### 2. Information identifying the qualification

- 2.1 Name of Qualification and (if applicable) title conferred (in original language)  
Master of Science/M.Sc. Konservierungs- und Restaurierungswissenschaft
- 2.2 Main field(s) of study for the qualification  
Scientific Conservation and Restoration  
Field of Study:  
Polychrome Wooden Objects and Paintings  
Furniture, Wooden Objects and Material Combinations  
Archive Material, Book and Graphic  
Stone Objects and Architectural Surfaces
- 2.3 Name and status of awarding institution (in original language)  
HAWK Hochschule für angewandte Wissenschaft und Kunst  
Hildesheim/Holzminden/Göttingen  
Fakultät Bauen und Erhalten (Faculty of Architecture, Engineering and Conservation)  
University of Applied Sciences and Arts / State Institution
- 2.4 Name and status of institution administering studies (in original language)  
[as above]
- 2.5 Language(s) of instruction/examination  
German

#### 3. Information on the level and duration of the qualification

- 3.1 Level of the qualification  
Master programme, second degree, by research with thesis
- 3.2 Official duration of programme in credits and/or years  
Two years, 4 semesters, 120 ECTS
- 3.3 Access requirement(s)  
Bachelor degree or relevant diploma in preventive conservation or conservation and restoration in particular or related fields (three years, with 180 ECTS credits), or foreign equivalent.

#### **4. Information on the programme completed and the results obtained**

##### **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 learning outcomes**

At the beginning of their studies in Scientific Conservation and Restoration, students must choose one of the following fields of study:

- Polychrome Wooden Objects and Paintings
- Furniture, Wooden Objects and Material Combinations
- Archive Material, Book and Graphic
- Stone Objects and Architectural Surfaces

The modules in the MKX-1 module group, "Degradation and Causes of Damage" (6 credit points each), deal with abiotic degradation processes, biotic degradation processes (MK8-1) and the inhibition of degradation processes. These are used to enable students to assess various analytical methods on the basis of their process-specific patterns and their process-specific applications. In addition, students learn to recognise and understand fundamental material changes as a ubiquitous natural principle.

The modules of the MKX-2 module group "Conservation and Restoration Techniques" (6 credit points each) deal with the treatment of degraded materials and with the treatment of old restorations. The courses take place in the specialisation directions.

The modules in the MKX-3 module group "Preservation of historical monuments and building research" (6 credit points each) impart basic knowledge and skills of the preservation of historical monuments and building research as well as of the documentation techniques of building research (in cooperation with the course of studies Architecture), for the qualification of interdisciplinary cooperation in the preservation of historical monuments.

The modules in the MKX-4 module group "Pest Prevention and Pollutants" (6 credit points each) teaches basic knowledge and skills of Integrated Pest Management as well as how to deal with pollution from herbicides, pesticides, insecticides, fungicides and contaminated objects.

The modules in the MKX-5 module group "Law, business administration and management" (6 credit points each) imparts knowledge and competence in legal basics, also laws and basics of restoration (national and international documents and charters of restoration and preservation of monuments and the related institutions) as well as basic knowledge in business administration (business management and public procurement law) and management of project tasks.

The modules in the MKX-6 module group "Conservation and restoration projects" (6 credit points each) imparts organisational and material scientific knowledge, skills and competences as well as principles of project work and method development. Concrete examples are used to carry out and reflect on corresponding tasks.

The modules in the MKX-7 module group "Digital methods" (6 credit points each) deepens skills and competences in digital methods of investigation and documentation and imparts knowledge and skills in digital and virtual methods of conservation and restoration.

The module in MKX-12 module group "History, theory and ethics of restoration" (6 credit points each) deepens skills and competences in the practical research of the history of restoration, in the development and implementation of restoration concepts on the basis of theoretical and ethical findings of restoration.

Module 14 "Museology and Public Relations" (6 credit points) introduces the tasks of museums and provides students with knowledge and skills of the tasks of a curator in the field of tension between the conservation requirements for the protection of exhibits.

Minor:

Minor "Analytics and Development" teaches advanced skills and competences in biochemical, immunological, molecular genetic analysis techniques for the determination of harmful organisms and organic materials, their condition and the causes of damage. (6 credit points each).

Minor "Bestandserhaltungsmanagement" teaches advanced skills and competences in the fields of the organisation of mass treatments with a focus on mass deacidification and cleaning of documents, process development for mass treatments including quality control. The Minor also provides comprehensive preparation for the management of these specialist tasks of cultural heritage conservation in archives and libraries (6 credit points each).

Minor "History, Theory and Ethics of Restoration" - builds on this by teaching advanced skills and competences in the research of the history of restoration and the ethical and theoretical evaluation of past and present conservation and restoration measures. It also trains competence in the ability to set objectives for conservation measures, based on principles of restoration theory and ethics (6 credit points each).

##### **4.3 Programme details, individual credits gained and grades/marks obtained**

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

##### **4.4 Grading system and , if available, grade distribution table**

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; "Nicht ausreichend" (5,0) = Fail

Statistical distribution of grades: **grading table**

4.5 Overall classification of the qualification **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 Certificate (Masterzeugnis).

When there are no marks given, not enough results are available yet to determine ECTS-grades.

**5. Information on the function of the qualification**

5.1 Access to further study

The M.Sc. in Scientific Conservation and Restoration entitles the holder to apply for admission for a doctoral thesis according to respective regulations covering doctoral programmes.

5.2 Access to a regulated profession (if applicable)

The Master degree in Scientific Conservation and Restoration entitles its holder to the legally protected professional title "Master of Science" 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 Further information sources

[www.hawk.de](http://www.hawk.de)

**7. Certification**

This Diploma Supplement refers to the following original documents:

Document on the award of the academic degree

(Masterurkunde)

**00.00.0000**

Certificate (Masterzeugnis)

**00.00.0000**

Transcript of Records dated from

Certification Date:

**00.00.0000**

(Official Seal / Stamp)

\_\_\_\_\_  
Dean of Studies

**8. National higher education system**

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

## **8. Information on the German higher education system<sup>i</sup>**

### **8.1 Types of institutions and institutional status**

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

- *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 (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (Universities of Applied Sciences, UAS) 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's and Master's) have been introduced in almost all study programmes. This change is designed to provide enlarged variety and flexibility for students in planning and pursuing educational objectives; it also enhances international compatibility of studies.

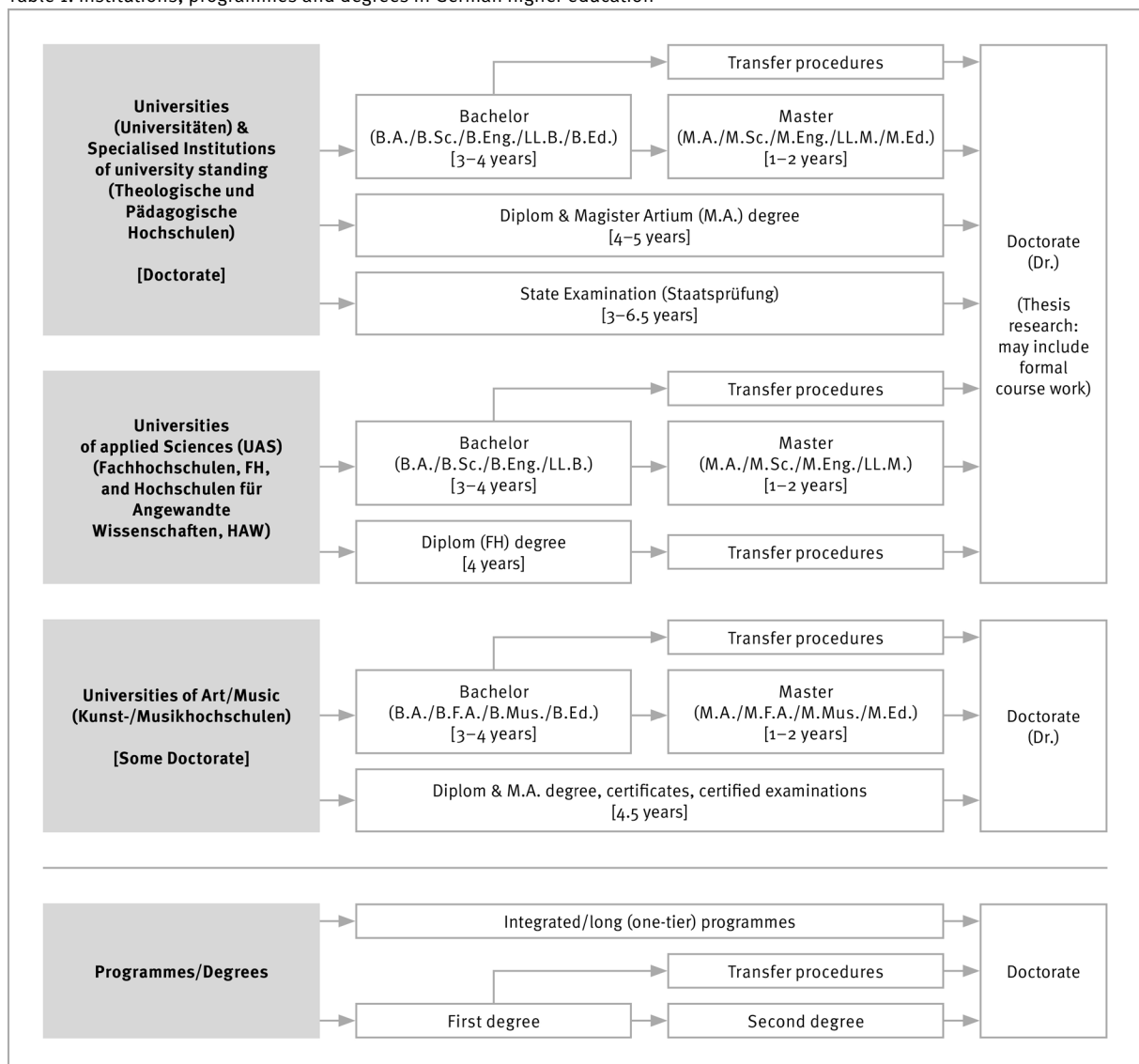
The German Qualifications Framework for Higher Education Qualifications (HQR)<sup>iii</sup> describes the qualification levels as well as the resulting qualifications and competences of the graduates. The three levels of the HQR correspond to the levels 6, 7 and 8 of the German Qualifications Framework for Lifelong Learning<sup>iv</sup> and the European Qualifications Framework for Lifelong Learning<sup>v</sup>.

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 organisation 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).<sup>vi</sup> In 1999, a system of accreditation for Bachelor's and Master's programmes has become operational. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the seal of the Accreditation Council.<sup>vii</sup>

Table 1: Institutions, programmes and degrees in German higher education



#### 8.4 Organisation and structure of studies

The following programmes apply to all three types of institutions. Bachelor's and Master's study programmes 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 organisation 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's degree programmes lay the academic foundations, provide methodological competences and include skills related to the professional field. The Bachelor's degree is awarded after 3 to 4 years. The Bachelor's degree programme includes a thesis requirement. Study programmes leading to the Bachelor's degree must be accredited according to the Interstate study accreditation treaty.<sup>viii</sup>

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's 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's programmes may be differentiated by the profile types "practice-oriented" and "research-oriented". Higher Education Institutions define the profile. The Master's degree programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Interstate study accreditation treaty.<sup>ix</sup>

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's 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 specialisations. 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's level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3.5 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)*/ *Hochschulen für Angewandte Wissenschaften (HAW)* 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.

Qualified graduates of FH/HAW/UAS may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.

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

#### 8.5 Doctorate

Universities as well as specialised institutions of university standing, some of the FH/HAW/UAS and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master's degree (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's degree 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. Specialised variants (*Fachgebundene Hochschulreife*) allow for admission at *Fachhochschulen (FH)*/*Hochschulen für Angewandte Wissenschaften (HAW)* (UAS), universities and equivalent higher education institutions, but only in particular disciplines. Access to study programmes at *Fachhochschulen (FH)*/*Hochschulen für Angewandte Wissenschaften (HAW)* (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 qualification in vocational education and training 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. *Meis-*

*ter/Meisterin im Handwerk, Industriemeister/in, Fachwirt/in (IHK), Betriebswirt/in (IHK) und (HWK), staatlich geprüfte/r Techniker/in, staatlich geprüfte/r Betriebswirt/in, staatlich 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.<sup>x</sup>

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; Phone: +49[0]228/501-0, www.kmk.org; E-Mail: hochschulen@kmk.org
- 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]; Leipziger Platz 11, D-10117 Berlin, Phone: +49 30 206292-11; 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)

<sup>i</sup> The information covers only aspects directly relevant to purposes of the Diploma Supplement.

<sup>ii</sup> *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 recognised as an academic degree if they are accredited by the Accreditation Council.

<sup>iii</sup> 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).

<sup>iv</sup> 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

<sup>v</sup> 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).

<sup>vi</sup> Specimen decree pursuant to Article 4, paragraphs 1 – 4 of the interstate study accreditation treaty (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 7 December 2017).

<sup>vii</sup> Interstate Treaty on the organisation of a joint accreditation system to ensure the quality of teaching and learning at German higher education institutions (Interstate study accreditation treaty) (Decision of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 8 December 2016), Enacted on 1 January 2018.

<sup>viii</sup> See note No. 7.

<sup>ix</sup> See note No. 7.

<sup>x</sup> 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).