

Examination Regulations for the Master's Programme "Sociology – European Societies" in the Department of Political and Social Sciences at the Freie Universität Berlin

Preamble

On the basis of Section 14 Paragraph 1 No. 2 of the Partial University Constitution (Trial version) of the Freie Universität Berlin of October, 27th 1998 (FU Mitteilung [Gazette of the Freie Universität Berlin] 24/1998), the Department Council of the Department of Political and Social Sciences of the Freie Universität Berlin issued the following Examination Regulations for the Master's programme in "Sociology – European Societies" on July, 3rd 2013:¹

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¹ The Executive Board of the Freie Universität Berlin confirmed these regulations on August, 26th 2013.

Section 1 Area of application

These regulations supplement the Framework Study and Examination Regulations (RSPO) of the Freie Universität Berlin and apply to the requirements and procedures for attainments in the Master's programme in "Sociology – European Societies" in the Department of Political and Social Sciences at the Freie Universität Berlin (Master's programme).

Section 2 Examination Committee

The Examination Committee appointed by the Department Council of the Department of Political and Social Sciences of the Freie Universität Berlin for the Master's programme is responsible for organising the examinations and other tasks listed in the RSPO.

Section 3 Prescribed period of study

The prescribed period of study is four semesters.

Section 4 Scope of attainment

(1) A total of 120 credit points (CP) must be attained in examinations and study (attainments) of which

1. 30 CP in the introductory phase in accordance with Section 4 Paragraph 2 of the Study Regulations
2. 30 CP in the advanced phase in accordance with Section 4 Paragraph 3 of the Study Regulations. In the three modules of this phase of the programme, one oral examination and two term papers must be completed. Both types of examination are offered in each module of the advanced phase.
3. 30 CP in the specialisation phase in accordance with Section 4 Paragraph 4 of the Study Regulations
4. 30 CP for the Master's thesis and accompanying colloquium in accordance with Section 5 of these regulations

(2) Information on the examination attainment to be achieved in the course of individual modules, the admission requirements to the individual modules, the obligation to attend the teaching and learning units regularly and the credit points allocated to each module can be found in Annex 1.

(3) The examination attainments as laid down in Paragraph 1 Nos. 1 to 3 may be completed in either German or English.

Section 5 Master's thesis

(1) The Master's thesis should demonstrate that the student is able to develop a sociological issue, to work independently on this issue using scientific methods and to present the findings appropriately in writing.

(2) Students are admitted to the Master's thesis on application if they

1. have recently been enrolled in the Master's programme at the Freie Universität Berlin and
2. have successfully completed modules to a total of 60 CP.

(3) The application for admission to the Master's thesis must include proof of the fulfilment of the requirements according to Paragraph 2 as well as a written confirmation by an authorised examiner of his/her willingness to supervise the Master's thesis. The relevant Examination Committee will decide on the application. If confirmation of the willingness to supervise the Master's thesis in accordance with Sentence 1 is not submitted with the application, the Examination Committee will appoint a supervisor.

(4) The Examination Committee sets the topic for the Master's thesis in consultation with the supervisor. The issue of the topic must be recorded. The topic and scope of work must be such that they can be completed within the time permitted. Compliance with the completion deadline must be recorded. Students have the opportunity to suggest topics; however they have no claim that their suggestions will be implemented.

(5) The Master's thesis is to be completed within 22 weeks. It should comprise approx. 24,000 words. It may be written in German or English; if the student wishes to write the thesis in another foreign language, the Examination Committee must first give their agreement.

(6) The date for the beginning of work on the Master's thesis is the date on which the topic was issued by the Examination Committee. The topic may be returned once within the first three weeks and is considered not to have been issued in this case.

(7) Three bound copies and a digital copy of the Master's thesis in Portable-Document-Format (PDF) are to be submitted to the examination office by the completion deadline. When they submit their thesis, students must also confirm in writing that they have written the thesis personally and independently and have used no other sources and aids than those listed.

(8) The Master's thesis is to be evaluated by two authorised examiners appointed by the Examination Committee. One of the two authorised examiners should be the supervisor of the Master's thesis. The evaluation procedure for the Master's thesis should not take longer than four weeks.

(9) Alongside the Master's thesis, an accompanying colloquium is offered which explains the formal and content-related requirements of the Master's thesis to the students and gives them the opportunity to present the progress of their work and the development of their Master's thesis. Attendance at the colloquium is compulsory. No grades are allocated for the colloquium.

(10) A Master's thesis which has not reached at least the grade "sufficient" (4.0) may be repeated once.

Section 6

Final degree

(1) The prerequisite for the award of the final degree is proof that the attainments required in accordance with Section 4 of the Study Regulations in conjunction with Sections 4 and 5 of these regulations have been achieved.

(2) The final degree cannot not awarded if the student has irrevocably failed to achieve the attainments or has irrevocably failed the examinations or is in a pending examination procedure at another university in the same programme of studies or the same subject or in a module which is comparable with a module to be taken in the Master's programme.

(3) The application for confirmation of the final degree must include proof of the fulfilment of the requirements according to Paragraph 1 and a statement that none of the cases according to Paragraph 2 applies to the applicant. The relevant Examination Committee will decide on the application.

(4) Students who have passed the examinations are awarded the university degree of Master of Arts (M.A.). They receive a report and a certificate (Annex 2 and 3) and a diploma supplement (in English and German). A further report supplement with information on individual modules and their parts (transcript) will also be issued. Supplementary English versions of the report and certificate will also be issued on application.

Section 7
Coming into effect and interim regulations

- (1) These regulations come into effect on the day after their publication in the FU Mitteilung [Gazette of the Freie Universität Berlin].
- (2) At the same time the Examination Regulations for the Master's programme from April, 5th 2006 (FU Mitteilung [Gazette of the Freie Universität Berlin] No. 62/2006), amended on May, 6th 2009 (FU Mitteilung [Gazette of the Freie Universität Berlin] No. 31/2009 p 389) expire.
- (3) These regulations apply to students who enrol in the Master's programme at the Freie Universität Berlin after these regulations come into effect. Students who were enrolled in the Master's programme at the Freie Universität Berlin before these regulations came into effect complete their attainments on the basis of the Examination Regulations in accordance with Paragraph 2, unless they apply to the responsible Examination Committee to complete their attainments on the basis of these regulations. On the occasion of their re-registration following their application, the Examination Committee decides to what extent the modules completed or started at the time of the application will be taken into account or how they are to be credited as attainments in accordance with the attainments to be credited according to these regulations, whereby the requirements of protection of confidence and non-discrimination will be observed. The re-registration cannot be revised.
- (4) It will be possible to gain a degree on the basis of the Examination Regulations in accordance with Paragraph 2 up to the end of the summer semester 2015.

Annex 1: Attainments, admission requirements, attendance obligation and credit points

Explanations:

The following gives information about each module for the Master's programme on

- Admission requirements for each module
- Examination forms
- Regular attendance obligation
- Credit points allocated to each module.

Where obligatory regular attendance at the teaching and learning units is specified in the following, it is a requirement for the attainment of the credit points for each module alongside active participation in the teaching and learning units and successful completion of the examination. Regular attendance entails at least 85 per cent attendance at the teaching and learning units in the module for which attendance is obligatory. If regular attendance at a module's teaching and learning units is not obligatory, it is nevertheless strongly recommended. Instructors may not specify obligatory attendance for teaching and learning units if participation in these is merely recommended in the following.

The credit points allocated to a module are determined by the total number of study hours estimated to be necessary to complete the module successfully. This includes both hours of attendance and phases of individual study (preparation and follow-up, examination preparation etc.). One credit point is equivalent to approximately 30 hours.

The module examination must be taken for each module. Modules are completed with one examination only (module examination). The module examination is to relate to the module's qualification aims and tests a sample of these aims. The examination scope is limited to the amount necessary to do this. In modules where alternative forms of examination are scheduled, the lecturer responsible for the module must specify the examination form for each semester during the first scheduled teaching unit.

Credit points are awarded for the successful completion of the whole module – i.e. after regular active participation at teaching and learning units and successful completion of the module examination.

Information on contents and qualification aims, module teaching and learning units, the student workload estimated as necessary to complete the module successfully, forms of active participation, the usual module duration and the frequency with which it is offered may be found in the Study Regulations of the Master's programme.

Introductory phase

Module: European Integration and the Development of European Societies since 1945		
Admission requirements: none		
Teaching and learning units	Module examination	Obligatory attendance
Introductory course	Written examination (90 minutes)	Attendance recommended
Main seminar		yes
Credit points: 10		

Module: Sociological Theories of Social Change and Integration		
Admission requirements: none		
Teaching and learning units	Module examination	Obligatory attendance
Introductory course	Term paper (approx. 3,000 words)	Attendance recommended
Main seminar		yes
Credit points: 10		

Module: Methods of Comparative Research in Social Sciences		
Admission requirements: none		
Teaching and learning units	Module examination	Obligatory attendance
Introductory course	Written examination (90 minutes)	Attendance recommended
Main seminar		yes
Credit points: 10		

Advanced phase

***An oral examination and two term papers are to be completed in the three modules in this phase in accordance with Section 4 Paragraph 1 No. 2.**

Module: Social Structure and Inequalities in European Societies		
Admission requirements: none		
Teaching and learning units	Module examination*	Obligatory attendance
Specialisation lecture	Term paper (approx. 3,000 words) or oral examination (approx. 25 minutes)	Attendance recommended
Main seminar		yes
Credit points: 10		

Module: Culture and Values in European Societies		
Admission requirements: none		
Teaching and learning units	Module examination*	Obligatory attendance
Specialisation lecture	Term paper (approx. 3,000 words) or oral examination (approx. 25 minutes)	Attendance recommended
Main seminar		yes
Credit points: 10		

Module: Globalization and Regional Development		
Admission requirements: none		
Teaching and learning units	Module examination*	Obligatory attendance
Specialisation lecture	Term paper (approx. 3,000 words) or oral examination (approx. 25 minutes)	Attendance recommended
Main seminar		yes
Credit points: 10		

Specialisation phase

Module: Research Practicum		
Admission requirements: none		
Teaching and learning units	Module examination*	Obligatory attendance
Teaching research project	Research report (approx. 10,000 words)	yes
Credit points: 15		

Module: Area of Specialisation		
Admission requirements: none		
Teaching and learning units	Module examination	Obligatory attendance
Specialisation seminar	Presentation with written paper (approx. 3,000 words); this module examination is not evaluated in detail.	yes
Specialisation seminar		yes
Credit points: 15		



FREIE UNIVERSITÄT BERLIN
DEPARTMENT OF POLITICS AND SOCIAL SCIENCES

CERTIFICATE OF ACADEMIC RECORD

Ms/Mr [first name/surname]

born on [day/month/year] in [place of birth]

has successfully completed the Master's programme

Sociology – European Societies

in accordance with the examination regulations of 3 July 2013 (FU-Mitteilungen No. [XX]/year) with the final grade

[Grade as number and text]

and has attained the required number of 120 credit points.

The examination attainments were graded as follows:

Area(s) of study	Credit points	Grade
Introductory phase	30 (30)	
Advanced phase	30 (30)	
Specialisation phase	30 (15)	
Master's thesis with accompanying colloquium	30 (30)	

The topic of the Master's thesis was: [XX]

Berlin, [day/month/year]

(seal)

Dean

Chair of the Examination Committee

Grading scale: 1.0 – 1.5 very good; 1.6 – 2.5 good; 2.6 – 3.5 satisfactory; 3.6 – 4.0 sufficient; 4.1 – 5.0 insufficient

The credit points comply with the European Credit Transfer and Accumulation System (ECTS)

Not all attainments are graded; the credit points listed in brackets denote those graded attainments which are taken into consideration in the final grade.



FREIE UNIVERSITÄT BERLIN
DEPARTMENT OF POLITICS AND SOCIAL SCIENCES

DEGREE CERTIFICATE

Ms/Mr [first name/surname]

born on [day/month/year] in [place of birth]

has successfully completed the Master's programme in

Sociology – European Societies

In accordance with the examination regulations of 3 July 2013 (FU-Mitteilungen No. [XX]/year)

the university degree of

Master of Arts (M. A.)

is hereby awarded.

Berlin, [day/month/year]

(seal)

Dean

Chair of the Examination Committee