

Translation of the Study and Examination Regulations for the Master of Arts Programme - “Roads to Democracy(ies) – An interdisciplinary Master’s programme in History, Political Science and Sociology”

This translation is based on the German version of the Examination and Study Regulations (Prüfungsordnung) for the Master’s programme “Roads to Democracy(ies)” for students who have started their studies in Winter Semester 2013/14 or after¹. The German version is the only legally binding version.

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¹ http://www.uni-siegen.de/phil/studium/downloads/ordnung/2013/ma_ordnungen_2013.html?lang=de

§ 1 Scope of these regulations

These study and examination regulations apply for the studies in the programme „Roads to Democracy(ies)“ at the Faculty I: Faculty of Arts (Fakultät I: Philosophische Fakultät) at the University of Siegen. The regulations cover the structures, contents and requirements as well as the course of studies of this Master's programme. Additional regulations are included in the Module Handbook for the study programme.

§ 2 Profile and aim of the study programme

- (1) The Master's programme aims to provide students with relevant in-depth specialized knowledge and expertise regarding academic contents, theories and methods by taking into account the requirements of professional life, to equip them with skills for scholarly analysis and to enable them to apply scientific knowledge and methods as well as to act and reflect responsibly in the relevant academic and occupational fields. The Master's programme „Roads to Democracy(ies)“ is a research-oriented, international and interdisciplinary study programme offered by the Departments of History, Political Science and Sociology. The University of Siegen offers the programme in co-operation with the University of Coimbra (Portugal). Additional agreements exist with other partner universities abroad in the context of student exchange.
- (2) The programme puts a special emphasis on a close connection of research and teaching.
- (3) Various optional elements enable students to study according to individual interests and preferences and to follow their specific professional objectives.
- (4) The programme facilitates the development of social, communicative and intercultural competences by providing specific opportunities for academic and personal exchange.
- (5) The language of instruction is English. In the optional area (Optional Modules: OM) students may also attend courses instructed in other languages.
- (6) The programme aims to provide students with a broad overview of the formation and development of European and non-European democracies. The curriculum focuses on political as well as economic, social and cultural aspects of democratic ideas, institutions, and structures in and outside of Europe. Students shall develop a broad, comparative understanding of the mechanisms behind democratic transitions from a historical and social scientific perspective to acquire the competence to assess present-day democratic developments on a national and supranational level.
- (7) Student exchange is an important element in the Master's programme. It is therefore strongly recommended that students study for at least one semester at the University of Coimbra or at another partner university of the programme's participating departments. The study period abroad has the aim to enhance the academic and personal exchange across borders and to provide the students with knowledge about new contents, research methods and theoretical approaches.

- (8) Apart from the study period abroad and English being the language of instruction, the study programme comprises additional international elements such as joint web-based seminars offered together with the partner university Coimbra, international conferences and guest lectures, the option of bi-nationally supervised thesis projects and examinations, and an international student body.
- (9) The Master of Arts Degree in the programme “Roads to Democracy(ies)” qualifies graduates with an appropriate examination result to pursue further academic qualification within doctoral studies/ PhD studies in the involved disciplines of history, political science and sociology as well as in cultural studies.
- (10) The Master’s programme provides a good basis for responsible positions in, e.g.: international organisations, aid and development agencies and NGOs, public and private institutions of education and research, culture agencies and cultural heritage institutions, publishing agencies and media institutions focusing on international and intercultural issues, political parties, associations, foundations and private organisations as well as international and internationally oriented companies.

§ 3 Master’s Degree

Upon successful completion of the Master’s programme „Roads to Democracy(ies)” the graduate will be awarded the academic degree of Master of Arts (M.A.) by the University of Siegen.

§ 4 Admission requirements

- (1) Admission requirements to the Master’s programme “Roads to Democracy(ies)” are
1. a successfully completed a study programme on Bachelor’s level with the minimum overall grade of “good” (local grade “2,3”) in History, Political Science, Sociology or in a related subject,
 2. or an equivalent first degree qualifying for profession.
- (2) In both cases, additionally, a proof of English language proficiency equivalent to Level C1 of the Common European Frame of Reference is a mandatory prerequisite for admission.

§ 5 Standard study period and scope of studies

- (1) The standard period of studies, including the final Master’s examination, is four semesters.
- (2) For the successful completion of the programme 120 ECTS credit points (cp) must be accumulated. Of this amount 30 cp are completed in the module “Master Thesis Module 2” (MM2), consisting of the Master’s Thesis (25 cp) and the Master’s Thesis Presentation (5 cp).

- (3) In general, three semesters are completed at the University of Siegen and one semester at one of the participating partner universities. The semester abroad is scheduled for the 3rd semester if completed at the University of Coimbra. In case the semester abroad is spent at one of the other partner universities, it can either be completed in the 2nd or the 3rd semester. In addition to that it is also possible to complete the entire study programme at the University of Siegen. Further information on the different variants to complete the study programme can be found in the study plans (§ 10).
- (4) At least 60 cp must be obtained at University of Siegen.
- (5) Official start of studies is the Winter Semester.

§ 6 Internship and Optional Modules

- (1) Within the Master's programme an internship with a minimum duration of eight weeks may be completed for which 9 cp are awarded within the Optional Modules.
- (2) The internship is not graded. It can be completed as a whole or split up into two separate blocks of at least four weeks.
- (3) The Examination Board "Roads to Democracy(ies)" is responsible for the correct conduction and administration of the internship.
- (4) As proof for the completion of the internship an internship certificate must be submitted. This certificate must include information concerning the duration and type of activity.
- (5) Students are required to submit a written report on their internship (approx. 2-3 pages). Based on the report, a subsequent feedback meeting on the internship must be carried out with one of the lecturers of the subjects involved in the study programme. The feedback meeting may also be carried out as a group discussion.
- (6) The internship should be completed during the lecture break and may not keep students from full participation in the regular courses of the semester.
- (7) The internship must be completed outside of University of Siegen and in an area that is related to the contents and topics of the subjects involved in the study programme.
- (8) Students are responsible for organising a place at an internship institution for themselves.
- (9) In exceptional cases
 - a) an internship completed before the start of the studies or
 - b) a continuous and extended period as a freelancer or
 - c) a period of professional work in a field related to the subjects involved in the study programme
 may be recognised as internship in the study programme. The Examination Board "Roads to Democracy(ies)" decides about the recognition. In all cases, the activity must be closely related to the subjects involved in the study programme. In case a) the internship must

have a minimum duration of eight weeks and must have been completed no longer than one year before the start of the studies. In case b) the extended period as freelancer must cover a working time of at least 20h/week for at least one year.

- (10) The same regulations apply for internships completed abroad.
- (11) Students must inform the programme coordinators about the internship and the period agreed upon before starting the internship and, if possible, should name a contact person at the internship institution. If required by the internship institution, the coordinators will get in touch with the institution and provide required information about the study programme and the internship as element within the programme.
- (12) Within the Optional Modules, the study programme includes additionally the areas Transferable Skills and Additional Special Studies, in which students can attend courses that aim at providing students with additional specialist or theoretical knowledge as well as general workplace-related skills.

§ 7 Modules and structure of the study programme

- (1) The study programme is organised in modules and uses a credit point system. Modules are study components that consist of different module elements which are linked systematically, methodically or by common themes and may include different forms of teaching and learning.
- (2) Credit points are awarded for successfully completed modules.
- (3) The admission to certain courses or modules may depend on the fulfilment of specific requirements, specifically on the successful completion of other courses or another module or several other modules.
- (4) The study programme “Roads to Democracy(ies)” consists of compulsory modules and compulsory elective modules. Compulsory modules are: The Introductory Modules (INT 1 and 2); the Master Thesis Modules (MM 1 and 2) as well as the Optional Module 1 (OM 1). All other modules are compulsory elective modules.
- (5) The study programme is divided into the following modules and module elements:
 - a) Two Introductory Modules (INT), INT 1 (Democracy in Theory and Practice) and INT 2 (Theory and Methods in History and Social Science),
 - b) four Thematic Modules (TM1 to 4) consisting of at least two module elements,
 - c) two Master’s Thesis Modules (MM), MM 1 (Thesis Forum) and MM 2 (Master’s Examination). MM 1 is divided into three module elements (Thesis Forum 1-3) and MM 2 is divided into two module elements (Master’s Thesis and Master’s Thesis Presentation),
 - d) six Optional Modules, OM 1 (Additional Special Studies I), OM 2 (Internship), OM 3 (Transferable Skills); OM 4 (Additional Special Studies II), OM 5 (Transferable Skills/Additional Special Studies I) and OM 6 (Transferable Skills/Additional Special Studies II).

- (6) Detailed information about the modules in the Master's programme "Roads to Democracy(ies)" is available in the Module Handbook as well as in the Module overview (§ 10, 1).
- (7) Additional information concerning the course of studies in the programme "Roads to Democracy(ies)" is included in the study plans (§10, 3).

§ 8 Course requirements, graded and ungraded pieces of work, examinations

- (1) Students receive credit points (cp) for successfully completed course requirements/pieces of work. Credit points are calculated according to the expected workload for the completion of a study unit. For one academic year an average of 1.800 working hours is estimated. One credit point equals 25 to max. 30 working hours. As a rule, 60 cp are allocated for one academic year and 30 cp for one semester.
- (2) Modules consist of specific courses. In order to successfully complete a course, course requirements must be fulfilled. Modules are usually completed with a graded piece of work/examination.
- (3) Credit points are awarded if a course requirement or piece of work has been successfully completed. Graded pieces of work are considered as successfully completed if they have been assessed with at least "sufficient" (4,0 - minimum pass grade).
- (4) In order to complete course requirements/examinations, students must be properly enrolled and not be registered for a semester off ("Urlaubssemester", §48, 5 HG), or must be admitted as visiting students ("Zweithörer") according to § 52 HG. § 12 of these study and examination regulations is not affected.
- (5) According to § 65, 1 HG the following persons are entitled to conduct examinations:
 - 1. Persons who, as long as no compelling reasons for other procedures exist, regularly teach relevant courses in the subject that is related to the examination or thesis. The Faculty Management decides about exceptions in consultation with the respective responsible Examination Board.
 - 2. Persons who hold at least a Master's degree or an equivalent degree in the area of instruction, a relevant "Diplomprüfung", or who have completed the first state examination for teachers (1. Staatsprüfung) in a related field of studies.
- (6) In their examination activities, the examiners are independent of any instructions.
- (7) In order to obtain 3 cp for the completion of a course including the respective course requirements/pieces of work the following forms are possible:
 - 1. qualified oral participation (see also § 19) or
 - 2. written test (also computer-based or multiple choice, 30-45 min.) or
 - 3. short presentation (15 min.) or
 - 4. short written piece of work (6-8 pages) or
 - 5. oral exam (15 min.) or
 - 6. work samples or portfolios that do not exceed the workload of the forms in 1-5.
 - 7. equivalent forms of course work that do not exceed the workload of the forms in 1-5.

(8) In Module INT 1 course requirements/ungraded pieces of work (Studienleistung) must be completed for which 9 cp are awarded in INT 1.1. These are a combination of:

1. qualified oral and written participation (see § 19) for 3 cp and
2. short written pieces of work (12-16 pages in total) for 6 cp

The course requirements are considered as passed if both parts have been successfully completed.²

In Module INT 2 no separate course requirement/ungraded piece of work is completed (Studienleistung) but the assessment consists of a cumulative graded piece of work/examination (Prüfungsleistung).

(9) In MM 1 (Thesis Forum 1-3) course requirements/ungraded pieces of work (Studienleistungen) for 5 cp must be completed in each element. The following forms are possible:

1. short presentation (approx. 25 min.) or
2. short written piece of work (10-12 pages) or
3. oral exam (25 min.) or
4. a combination of the above-mentioned forms or equivalent forms of course work that do not exceed the workload of the forms in 1-3.

(10) Course requirements (Studienleistungen) may be repeated if they have not been passed and there are no limitations concerning the number of repetitions (§ 9, 1 shall remain unaffected). Course requirements may be graded or ungraded. If they are graded, the grades do not enter the overall final grade.

(11) The course requirements completed in MM 1 (Thesis Forum 1-3) as well as the Modules OM 2-6 are not graded.

(12) Examinations/graded pieces of work (Prüfungsleistungen) assess the knowledge, skills and competences obtained in the modules. They are graded and there is a limit to the number of repetitions if an examination/graded piece of work has not been passed (see also § 9). Grades received for examinations/graded pieces of work will enter the overall final grade (see also 20 and § 21).

(13) In order to complete an examination/graded piece of work in TM 1 and TM 2 for 6 cp the following forms of assessment are possible:

1. seminar paper (24-32 pages) or
2. written documentation of oral presentation (16-24 pages) or
3. project or internship report (16-24 pages) or
4. a combination of the above-mentioned forms or equivalent forms of examination that do not exceed the workload of the forms in 1-3.

(14) In order to complete an examination/graded piece in OM 1 for 2 cp the following forms of assessment are possible:

² In addition, students must successfully complete the examination/graded written piece of work (6 cp, Prüfungsleistung) that completes the module (see below).

1. seminar paper (8-11 pages) or
2. written documentation of oral presentation (6-8 pages) or
3. project or internship report (6-8 pages) or
4. oral exam (15-30 minutes) or
5. written exam (30-90 minutes) or
6. a combination of the above-mentioned forms or equivalent forms of examination that do not exceed the workload of the forms in 1-5.

(15) For obtaining 6 cp in INT 1.2 the following examination/graded piece of work must be successfully completed:

1. the Master Thesis Proposal (approx. 15 pages) and
2. the Master Thesis Presentation (15 minutes).

(16) In order to complete an examination/graded piece in INT 2 for 7 cp the following forms of assessment are possible:

1. shorter written pieces of work (14-18 pages in total) or
2. written exam (100-280 minutes) or
3. a combination of the above-mentioned forms or equivalent forms of examination that do not exceed the workload of the forms in 1-2.

(17) For obtaining cp in TM 3 the assessment regulations for “Roads to Democracy(ies)” at the University of Coimbra apply. The Module TM 3 comprises 15 cp. Students must complete two module elements (courses), TM 3.1 comprises 8 cp and TM 3.2 comprises 7 cp. Further details are included in the Module Handbook and in the assessment regulations at the University of Coimbra.

(18) For obtaining cp in TM 4 the assessment regulations at the respective partner university apply. In Module TM 4 students must obtain 15 cp by completing courses in subject areas related to the Master’s programme. Further details will be defined for each outgoing student in individual Learning Agreements and in agreement with the respective partner university. In cooperation with the partner university concrete module elements can be defined that have to be completed abroad.

(19) Examinations/graded pieces of work can be repeated to a limited extent (see § 9) and are always graded (see § 21). If group work is handed in, the individual contribution of each group member must be clearly identifiable. The results of all examinations/graded pieces of work will enter the overall final grade. During the study semester abroad the assessment regulations of the respective partner university apply.

(20) The module grades for the Introductory Modules (INT 1 and INT 2) as well as for the Thematic Modules (TM 1 and TM 2) and the graded module Optional Module (OM 1) result from the grades received in the respective module examinations/graded pieces of work. The grades for the modules completed abroad (TM 3 and TM 4) result from the individual grades for the different module elements weighted according to the respective number of credit points. The grade for the Master’s Thesis Module 2 (MM 2) results from the individual grades for the Master’s Thesis and the Master’s Thesis Presentation weighted according to the number of credit points. The overall final grade is calculated by the module grades received in the Introductory Modules (INT 1 and INT 2), the Thematic Modules (TM 1 - 4),

the grade received in the Optional Module (OM 1) and the grade received in the Master's Thesis Module 2 (MM 2) that have been weighted according to the number of credit points.

- (21) Oral and written exams are normally scheduled within the examination period that is determined by the Faculty. Exams taken abroad are scheduled by the respective partner university.
- (22) Oral exams are held in the presence of several examiners or of one examiner and a competent observer. In case oral exams are held with examiners from different participating universities, the oral exam may be conducted via videoconference.
- (23) Students must individually register for course requirements and examinations/graded pieces of work via the online system of the Faculty's examination office. An exception to this are course requirements/examinations completed abroad; in this case, the examination and registration procedures are determined by the respective partner university. The registration for course requirements and examinations/graded pieces of work must be done within a certain registration period determined by the Faculty. Students must register for each individual course requirement and examination. Students are responsible for informing themselves about the deadlines and registration periods through the respective bodies (e.g. examination office, LSF, instructors).
- (24) If specific dates have been scheduled for the course requirements/examinations, students may cancel their registration for scheduled examinations via the Faculty's online system until one week before the scheduled date at the latest. If there is no specific date scheduled for the examination/course requirement, students may cancel their registration at any time.
- (25) The concrete course requirements and forms of examinations are determined by the course instructor who will inform the students at the beginning of the course. This includes also further details concerning the procedures including the mechanism to ensure the individual authorship to the respective pieces of work.
- (26) Credit points are allocated to the different modules in the following way (see also Module Overview in § 10,1):
 - In the Introductory Modules (INT) 15 cp must be obtained in INT 1 (Democracy in Theory and Practice) and 7 cp in INT 2 (Theory and Methods of History and Social Sciences)
 - Within the Thematic Modules (TM) students study two out of four modules. Depending on the choice of the partner university and the decision for or against a study period abroad the following Thematic Modules are studied:
 - In case of a study semester abroad at the University of Coimbra, students complete the Module TM 1 Democratisation, Political Cultures and Media (4 module elements in Siegen, Summer Semester) in the second semester in Siegen and the Module TM 3 *Democratisation in a Global Context* (2 module elements in Coimbra, Winter Semester) at University of Coimbra in the third semester.

- In case of a study semester abroad at another partner university, students complete the Module TM 1 Democratisation, Political Cultures and Media (4 module elements in Siegen, Summer Semester) in the second semester in Siegen and TM 4 Alternative Thematic Module Abroad (partner university, Winter Semester at the partner university in the third semester).
 - In case students choose to study abroad in the second semester, they complete TM 4 at the partner university in the Summer Semester and TM 2 Democratisation, Political Cultures and International Politics (4 module elements in Siegen, Winter Semester) in Siegen in the third semester.
 - In case students choose to complete their entire studies at University of Siegen, TM 1 is completed in the second semester (Summer Semester) and TM 2 in the third semester (Winter Semester).
- In each module students must complete all module elements. In the selected Thematic Modules, 30 cp need to be obtained in total with 15 cp in each Thematic Module. In the modules completed at University of Siegen (TM 1 and TM 2) course requirements (Studienleistung, 3cp) must be completed in each module element and each Thematic Module must be completed with an examination/graded piece of work (Prüfungsleistung, 6cp).
 - Within the Master Thesis Modules (MM), 15 cp are obtained by completing MM 1 (5+5+5 cp) and 30 cp are obtained by completing MM 2 (25 cp for Master's Thesis; 5 cp for Master's Thesis Presentation).
 - Students must complete 23 cp in the area of Optional Modules (OM) in total by completing at least three modules out of OM 1, OM 2, OM 3, OM 4, OM 5, and OM 6. The module OM1 (Additional Studies I) is a compulsory module and must be completed with a course requirement (Studienleistung, 3 cp) and a graded piece of work/examination (Prüfungsleistung, 2 cp). In addition to OM 1, students complete two modules selected from the remaining five modules OM 2-6. Each of these comprises 9 cp.

§ 9 Repetition of course requirements, retake of examinations and graded/ungraded pieces of work, passing, failing

- (1) Course requirements or examinations/graded pieces of work that have been successfully completed cannot be repeated.
- (2) Course requirements or examinations/pieces of work are considered as successfully completed if at least the grade 4,0 ("sufficient"/"ausreichend") has been achieved (graded pieces of work) or the result is "pass"/"bestanden" (ungraded pieces of work).
- (3) Course requirements or examinations/pieces of work are considered as failed if the grade is > 4,0 ("fail"/"mangelhaft"; graded pieces of work) or if the work has been assessed with "fail"/"nicht bestanden" (ungraded pieces of work).

- (4) Examinations/graded pieces of work (Prüfungsleistungen) may be repeated twice if they have been failed or considered as failed. Students are strongly advised to consult a study advisor or the programme's coordinator before their third attempt. There is no limit to the number of repetitions for course requirements (Studienleistungen). For each course requirement one option for repetition in the same semester as the failed attempt must be offered.
- (5) In every repetition of examinations that may lead to ultimate failure without alternative options, the Faculty's General Examination Board must administer this last attempt and at least two examiners must be involved in the assessment.
- (6) If an examination has been ultimately failed, the Chairperson of the Faculty's General Examination Board will inform the candidate by written notification. The letter must include information on legal remedies.
- (7) If the ultimately failed module belongs to the compulsory elective modules, an alternative module may be completed.
- (8) Any grades and results must be announced within six weeks after the examination/ piece of work has been taken/submitted.

§ 10 Module overview and study plans

(1) The Master study programme Roads to Democracy(ies) includes the following compulsory and compulsory elective courses:

Number MA-Roads	Module Title	SL ³	PL ⁴	FS ⁵	SWS ⁶	CP ⁷	Preconditions
INT 1	Introductory Module 1	1	1	1	1	15	
INT 1.1	Democracy in Theory and Practice	1	-	1	1	9	
INT 1.2	Master Thesis Proposal and Presentation (graded piece of work)	-	1	1	-	6	
INT 2	Introductory Module 2	-	1	1	1	7	
INT 2.1	Theory and Methods of History and Social Science	-	1	1	1	7	
TM 1	Democratisation, Political Cultures and Media	3	1	2	6	15	
TM 1.1	Society, Culture and Politics in History	1	-	2	2	3	
TM 1.2	Democracy and Public Sphere	1	-	2	2	3	
TM 1.3	Political Cultures	1	-	2	2	3	
TM 1.4	Graded piece of work	-	1	2	-	6	
TM 2	Democratisation, Political Cultures and International Politics	3	1	3	6	15	
TM 2.1	Globalisation in History	1	-	3	2	3	
TM 2.2	Democracy and International Politics	1	-	3	2	3	
TM 2.3	World society, world culture, world politics?	1	-	3	2	3	
TM 2.4	Graded piece of work	-	1	3	-	6	
TM 3⁸	Democratisation in a Global Context	-	2	3	6	15	
TM 3.1	Studies in Contemporary Culture and Democracy	-	1	3	3	8	
TM 3.2	Issues on sociology of politics and democracy	-	1	3	3	7	
TM 4⁹	Roads to Democracy(ies) – Alternative Thematic Module Abroad	k.A.¹⁰	k.A.	2/3	k.A.	15	
MM 1	Master Thesis Module 1	3	-	1-3	36	15	
MM 1.1	Thesis Forum I	1	-	1	1	5	
MM 1.2	Thesis Forum II	1	-	2	1	5	MM 1.1
MM 1.3	Thesis Forum III	1	-	3	1	5	MM 1.2

³ Course requirement

⁴ Examination/graded piece of work

⁵ Number of semesters

⁶ Semester hours

⁷ Credit points

⁸ The module is to be studied in case of a study abroad period in Coimbra in the third semester (Winter Semester). In this case it replaces TM2.

⁹ The module is studied in case of a study abroad period in the Summer Semester or in the case of a study abroad period in the third semester (Winter Semester) at another partner university than Coimbra. The concrete curriculum is set up in accordance with the coordinators and the respective partner university. Depending on the semester, it replaces TM 1 or TM 2.

¹⁰ Depending on the regulations at the respective partner university.

Number MA-Roads	Module Title	SL ¹¹	PL ¹²	FS ¹³	SWS ¹⁴	LP ¹⁵	Preconditions
MM 2	Master Thesis Module 2	-	2	4	-	30	
MM 2.1	Master Thesis	-	1	4	-	25	INT 1, INT 2, MM 1.1, MM 1.2
MM 2.2	Master Thesis Presentation	-	1	4	-	5	MM 2.1
OM 1¹⁶	Additional Special Studies I	1	-	1-3	2	5	
OM 1.1	Course in Additional Special Studies I	1	-	1-3	2	3	
OM 1.2	Graded piece of work	-	1	1-3	-	2	
OM 2	Internship	1	-	2-3	-	9	
OM 2.1	Internship (eight weeks)	1	-	2-3	-	9	
OM 3	Transferable Skills	3	-	1-3	6	9	
OM 3.1	Course in Transferable Skills I	1	-	1-3	2	3	
OM 3.2	Course in Transferable Skills II	1	-	1-3	2	3	
OM 3.3	Course in Transferable Skills III	1	-	1-3	2	3	
OM 4	Additional Special Studies II	3	-	1-3	6	9	
OM 4.1	Course in Additional Special Studies I	1	-	1-3	2	3	
OM 4.2	Course in Additional Special Studies II	1	-	1-3	2	3	
OM 4.3	Course in Additional Special Studies III	1	-	1-3	2	3	
OM 5	Transferable Skills/ Additional Special Studies I	3	-	1-3	6	9	
OM 5.1	Course in Transferable Skills I	1	-	1-3	2	3	
OM 5.2	Course in Transferable Skills II	1	-	1-3	2	3	
OM 5.3	Course in Additional Special Studies I	1	-	1-3	2	3	
OM 6	Transferable Skills/ Additional Special Studies II	3	-	1-3	6	9	
OM 6.1	Course in Transferable Skills I	1	-	1-3	2	3	
OM 6.2	Course in Additional Special Studies I	1	-	1-3	2	3	
OM 6.3	Course in Additional Special Studies II	1	-	1-3	2	3	

(2) The study plans on the following pages are recommendations for students.

(3) Students should be aware that per semester approximately 30 cp should be obtained in the relevant study components to complete the study programme within the regular study period.

¹¹ Course requirement

¹² Examination/graded piece of work

¹³ Number of semesters

¹⁴ Semester hours

¹⁵ Credit points

¹⁶OM 1 is a compulsory module. In addition, two modules must be selected out of OM 2 - 6.

Study plan “Roads to Democracy(ies)” – Option with study period abroad in Coimbra (3rd semester), with internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3 ¹	MA-Roads-TM 4	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP	
1	INT 1.1 Democracy in Theory and Practice	9				MM 1.1 Thesis Forum I	5	OM X.1 ² Optional Course I	3	30
	INT 1.2 Master Thesis Proposal and Presentation	6								
	INT 2 Theory and Methods of History and Social Science	7								
		22					5		3	
2		TM 1.1 Society, Culture and Politics in History	3			MM 1.2 Thesis Forum II	5	OM X.2 ² Optional Course II	3	31
		TM 1.2 Democracy and Public Sphere	3					OM X.3 ² Optional Course III	3	
		TM 1.3 Political Cultures	3					OM 1.1 Course in Additional Special Studies I	3	
		TM 1.4 Examination/ graded piece of work	6					OM 1.2 Graded piece of work, Additional Special Studies I	2	
			15				5		11	
3				TM 3.1 Studies in Contemporary Culture and Democracy	8	MM 1.3 Thesis Forum III	5	OM 2 ³ Internship	9	29
				TM 3.2 Issues on sociology of politics and democracy	7					
					15		5		9	
4							MM 2.1 Master Thesis	25		30
							MM 2.2 Master Thesis Presentation	5		
								30		
Σ	22	15	15	15	15	15	30	23	120	

- 1 In this study option this module is studied during the semester at the University of Coimbra.
- 2 In OM X students may choose a module out of OM 3, OM 4, OM 5 or OM 6.
- 3 The internship OM 2 may be completed in the 2nd semester, too. In this case, the optional modules change between 2nd and 3rd semester.

Study plan “Roads to Democracy(ies)” – Option with study period abroad in Coimbra (3rd semester), without internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3 ¹	MA-Roads-TM 4	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP	
1	INT 1.1 Democracy in Theory and Practice	9				MM 1.1 Thesis Forum I	5	OM X.1 ² Optional Course I	3	
	INT 1.2 Master Thesis Proposal and Presentation	6								
	INT 2 Theory and Methods of History and Social Science	7								
		22					5		3	
2			TM 1.1 Society, Culture and Politics in History	3		MM 1.2 Thesis Forum II	5	OM X.3 ² Optional Course III	3	
			TM 1.2 Democracy and Public Sphere	3				OM Y.3 ² Optional Course III	3	
			TM 1.3 Political Cultures	3				OM 1.1 Course in Additional Special Studies I	3	
			TM 1.4 Examination/graded piece of work	6				OM 1.2 Graded piece of work, Additional Special Studies I	2	
				15			5		11	
3					TM 3.1 Studies in Contemporary Culture and Democracy	8	MM 1.3 Thesis Forum III	5	OM X.2 ² Optional Course II	3
					TM 3.2 Issues on sociology of politics and democracy	7			OM Y.1 ² Optional Course I	3
								OM Y.2 ² Optional Course II	3	
						15	5		9	
4							MM 2.1 Master Thesis	25		
							MM 2.2 Master Thesis	5		
								30		
Σ	22	15	15	15	15	15	15	30	23	

1 In this study option this module is studied during the semester at the University of Coimbra.

2 In OM X and OM Y students may choose from the modules OM3, OM 4, OM 5 and OM 6. Two different modules must be selected.

Study plan “Roads to Democracy(ies)” – Option with study period abroad at a partner university (2nd semester), with internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4 ¹	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP					
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5		OM X.1 ² Optional Course I	3	30	
	INT 1.2 Master Thesis Proposal and Presentation	6												
	INT 2 Theory and Methods of History and Social Science	7												
		22								5		3		
2					TM 4 Alternative Thematic Module Abroad	15	MM 1.2 Thesis Forum II	5			OM 2 ³ Internship	9	29	
						15		5				9		
3			TM 2.1 Globalisation in History	3			MM 1.3 Thesis Forum III	5			OM X.2 ² Optional Course II	3	31	
			TM 2.2 Democracy and International Politics	3							OM X.3 ² Optional Course III	3		
			TM 2.3 World society, world culture, world politics?	3							OM 1.1 Course in Additional Special Studies I	3		
			TM 2.4 Examination/ graded piece of work	6							OM 1.2 Graded piece of work, Additional Special Studies I	2		
				15					5			11		
4							MM 2.1 Master Thesis	25					30	
							MM 2.2 Master Thesis Presentation	5						
Σ		22		15		15		15		15	30		23	120

1 In this study option this module is studied at a partner university in the 2nd semester. The concrete course details depend on the partner university chosen and the selected courses need to be agreed on individually in a learning agreement. Students must obtain 15 cp in this module.

2 In OM X students may choose a module out of OM 3, OM 4, OM 5 or OM 6.

3 The internship OM 2 may be completed in the 3rd semester, too. In this case, the optional modules change between 2nd and 3rd semester.

Study plan “Roads to Democracy(ies)” – Option with study period abroad at a partner university (2nd semester), without internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4 ¹	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP					
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5			OM X.1 ² Optional Course I	3	30
	INT 1.2 Master Thesis Proposal and Presentation	6												
	INT 2 Theory and Methods of History and Social Science	7												
		22								5			3	
2						TM 4 Alternative Thematic Module Abroad	15	MM 1.2 Thesis Forum II	5			OM X.2 ² Optional Course II	3	29
												OM Y.1 ² Optional Course I	3	
												OM Y.2 ² Optional Course II	3	
							15		5				9	
3				TM 2.1 Globalisation in History	3			MM 1.3 Thesis Forum III	5			OM X.3 ² Optional Course III	3	31
				TM 2.2 Democracy and International Politics	3							OM Y.3 ² Optional Course III	3	
				TM 2.3 World society, world culture, world politics?	3							OM 1.1 Course in Additional Special Studies I	3	
				TM 2.4 Examination/ graded piece of work								OM 1.2 Graded piece of work, Additional Special Studies I	2	
					15				5				11	
4								MM 2.1 Master Thesis	25					30
								MM 2.2 Master Thesis Presentation	5					
										30				
Σ	22		15	15		15		15		15		30	23	120

1 In this study option this module is studied at a partner university in the 2nd semester. The concrete course details depend on the partner university chosen and the selected courses need to be agreed on individually in a learning agreement. Students must obtain 15 cp in this module.

2 In OM X and OM Y students may choose from the modules OM3, OM 4, OM 5 and OM 6. Two different modules must be selected.

Study plan “Roads to Democracy(ies)” – Option with study period abroad at a partner university (3rd semester), with internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4 ¹	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP					
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5		OM X.1 ² Optional Course I	3	30	
	INT 1.2 Master Thesis Proposal and Presentation	6												
	INT 2 Theory and Methods of History and Social Science	7												
		22								5		3		
2			TM 1.1 Society, Culture and Politics in History	3				MM 1.2 Thesis Forum II	5		OM X.2 ² Optional Course II	3	31	
			TM 1.2 Democracy and Public Sphere	3							OM X.3 ² Optional Course III	3		
			TM 1.3 Political Cultures	3							OM 1.1 Course in Additional Special Studies I	3		
			TM 1.4 Examination/ graded piece of work	6							OM 1.2 Graded piece of work, Additional Special Studies I I	2		
				15						5		11		
3						TM 4 Alternative Thematic Module Abroad		MM 1.3 Thesis Forum III	5		OM 2 ³ Internship	9	29	
									15			9		
4								MM 2.1 Master Thesis		25			30	
								MM 2.2 Master Thesis Presentation		5				
											30			
Σ		22		15		15		15		15		30	23	120

1 In this study option this module is studied at a partner university in the 3rd semester. The concrete course details depend on the partner university chosen and the selected courses need to be agreed on individually in a learning agreement. Students must obtain 15 cp in this module.

2 In OM X students may choose a module out of OM 3, OM 4, OM 5 or OM 6.

3 The internship OM 2 may be completed in the 2nd semester, too. In this case, the optional modules change between 2nd and 3rd semester.

Study plan “Roads to Democracy(ies)” – Option with study period abroad at a partner university (3rd semester), without internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4 ¹	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP						
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5		OM X.1 ² Optional Course I	3	30		
	INT 1.2 Master Thesis Proposal and Presentation	6													
	INT 2 Theory and Methods of History and Social Science	7													
		22							5			3			
2			TM 1.1 Society, Culture and Politics in History	3					MM 1.2 Thesis Forum II	5		OM X.3 ² Optional Course III	3	31	
			TM 1.2 Democracy and Public Sphere	3								OM Y.3 ² Optional Course III	3		
			TM 1.3 Political Cultures	3								OM 1.1 Course in Additional Special Studies I	3		
			TM 1.4 Examination/ graded piece of work	6								OM 1.2 Graded piece of work, Additional Special Studies I	2		
				15						5			11		
3						TM 4 Alternative Thematic Module Abroad	15		MM 1.3 Thesis Forum III	5		OM X.2 ² Optional Course II	3	29	
												OM Y.1 ² Optional Course I	3		
												OM Y.2 ² Optional Course II	3		
							15			5			9		
4									MM 2.1 Master Thesis		25			30	
									MM 2.2 Master Thesis Presentation		5				
											30				
Σ		22		15		15		15		15		30		23	120

1 In this study option this module is studied at a partner university in the 3rd semester. The concrete course details depend on the partner university chosen and the selected courses need to be agreed on individually in a learning agreement. Students must obtain 15 cp in this module..

2 In OM X and OM Y students may choose from the modules OM3, OM 4, OM 5 and OM 6. Two different modules must be selected.

Study plan “Roads to Democracy(ies)” – Option without study period abroad, with internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP				
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5		OM X.1 ¹ Optional Course I	3	30
	INT 1.2 Master Thesis Proposal and Presentation	6											
	INT 2 Theory and Methods of History and Social Science	7											
		22							5			3	
2			TM 1.1 Society, Culture and Politics in History	3				MM 1.2 Thesis Forum II	5		OM 2 ² Internship	9	29
			TM 1.2 Democracy and Public Sphere	3									
			TM 1.3 Political Cultures	3									
			TM 1.4 Examination/ graded piece of	6									
				15					5			9	
3			TM 2.1 Globalisation in History	3				MM 1.3 Thesis Forum III	5		OM X.2 ¹ Optional Course II	3	31
			TM 2.2 Democracy and International Politics	3							OM X.3 ¹ Optional Course III	3	
			TM 2.3 World society, world culture, world politics?	3							OM 1.1 Course in Additional Special Studies I	3	
			TM 2.4 Examination/ graded piece of work	6							OM 1.2 Graded piece of work, Additional Special Studies I	2	
					15				5			11	
4								MM 2.1 Master Thesis	25				30
								MM 2.2 Master Thesis Presentation	5				
									30				

1 In OM X students may choose a module out of OM 3, OM 4, OM 5 or OM 6.

2 The internship OM 2 may be completed in the 3rd semester, too. In this case, the optional modules change between 2nd and 3rd semester.

Study plan “Roads to Democracy(ies)” – Option without study period abroad, without internship:

Sem.	MA-Roads-INT	MA-Roads-TM 1	MA-Roads-TM 2	MA-Roads-TM 3	MA-Roads-TM 4	MA-Roads-MM 1	MA-Roads-MM 2	MA-Roads-OM	LP				
1	INT 1.1 Democracy in Theory and Practice	9						MM 1.1 Thesis Forum I	5		OM X.1 ¹ Optional Course I	3	30
	INT 1.2 Master Thesis Proposal and Presentation	6											
	INT 2 Theory and Methods of History and Social Science	7											
		22							5			3	
2			TM 1.1 Society, Culture and Politics in History	3				MM 1.2 Thesis Forum II	5		OM X.2 ¹ Optional Course II	3	29
			TM 1.2 Democracy and Public Sphere	3							OM Y.1 ¹ Optional Course I	3	
			TM 1.3 Political Cultures	3							OM Y.2 ¹ Optional Course II	3	
			TM 1.4 Modulabschlussprüfung	6									
				15					5			9	
3			TM 2.1 Globalisation in History	3				MM 1.3 Thesis Forum III	5		OM X.3 ¹ Optional Course III	3	31
			TM 2.2 Democracy and International Politics	3							OM Y.3 ¹ Optional Course III	3	
			TM 2.3 World society, world culture, world politics?	3							OM 1.1 Course in Additional Special Studies I	3	
			TM 2.4 Examination/ graded piece of work	6							OM 1.2 Graded piece of work, Additional Special Studies I I	2	
				15					5			11	
4								MM 2.1 Master Thesis	25				30
								MM 2.2 Master Thesis Presentation	5				
									30				
Σ	22	15	15	15	15	15	15	30	23	30	23	120	

1 In OM X and OM Y students may choose from the modules OM3, OM 4, OM 5 and OM 6. Two different modules must be selected.

§ 11 Preconditions and admission to the Master's Thesis and Master's Thesis Presentation

- (1) To be admitted to the Master's Thesis (MM 2.1), the candidate must be enrolled in the study programme "Roads to Democracy(ies)" at University of Siegen or must be a visiting student of the programme (Zweithörer), according to § 52, 2 HG, and must have obtained a total of 90 cp in the study programme. In addition, the modules INT 1 and INT 2 as well as the module elements MM 1.1 and MM 1.2 must have been successfully completed.
- (2) In case a student has not obtained 90 cp by the time of the registration, s/he may be provisionally admitted to the Master's Thesis if at least 72 cp have been completed in the study programme so far, and the modules INT 1 and INT 2 as well as the module elements MM 1.1 and MM 1.2 have been successfully completed. Evidence that the remaining credit points have been obtained must be handed in on the final submission day of the Master's Thesis at the latest, otherwise the admission expires. In this case a new request for admission must be filed and the Master's Thesis must be written again.
- (3) In order to register for the Master's Thesis students must file a written request for admission to the Master's Thesis to the Faculty's General Examination Board according to § 15. The request must include:
 - Evidence about the fulfilment of the admission requirements in accordance with 1.,
 - Certificate of enrolment,
 - A transcript of records confirming the grades and credit points completed in the study programme so far,
 - if applicable, suggestions concerning the first and second supervisor (cf. § 12),
 - a declaration whether the candidate has already failed or failed ultimately a Master's Examination in the same study programme at a higher education institution in Germany, whether s/he lost the examination right due to a missed examination deadline, or whether s/he is currently a candidate within a pending examination procedure in the same study programme at another university,
 - if applicable, proof of the completion of the internship. This proof may be handed in until the topic of the Master's Thesis has been issued.
- (4) The candidate will receive a written notification about the admission to the Master's Thesis.
- (5) The candidate may cancel the registration for the Master's Thesis until one week before the beginning of the writing period without giving reasons. The cancellation of the registration must be submitted to the Faculty's General Examination Board in written form. In this case a new topic will be given according to § 12, 6.
- (6) A candidate may be admitted to the Master's Thesis Presentation (MM 2) if s/he has obtained a minimum of 115 cp according to these study and examination regulations, and if the Master's Thesis (MM 2.1) was graded with at least "sufficient/ausreichend" (4,0).

§ 12 Master's Examination

- (1) The Master's Examination (Module MM 2) consists of the Master's Thesis (MM 2.1) and the Master's Thesis Presentation (MM 2.2). The Master's Thesis Presentation is to be completed after the Master's Thesis has been accepted and graded with at least "sufficient"/"ausreichend" (4,0). 25 cp are allocated to the Master's Thesis and 5 cp to the Master's Thesis Presentation.
- (2) The Master's Thesis should in general not exceed 80 pages (without appendices) and should contain approximately 30.000 words.
- (3) The writing time for the Master's Thesis is 20 weeks. In case the topic involves empirical or historical research within the respective field and/or archival work, the writing time is 28 weeks. The topic, objective and scope of the Master's Thesis must be defined in such a manner as to ensure that it can be completed within the scheduled writing period. The topic may be changed only once and only within the first week of the scheduled writing period. A new topic is issued in this case in accordance with §12, 6.
- (4) In case of illness, the scheduled writing period for the Master's Thesis may once be extended for up to 4 weeks. In this case a medical certificate must be presented to the Faculty's General Examination Board.
- (5) The aim of the Master's Thesis is to show that the candidate is able to work independently and within a given period of time on selected problems of the involved disciplines by applying relevant scientific research methods and by recognizing the latest developments and state of the art in research, and to present the research results appropriately in written form.
- (6) The candidate has the right to propose a first supervisor/assessor and a second supervisor/assessor for the Master's Thesis. The proposal is filed together with the written request for admission to the Master's Thesis (see § 11). The proposals should be taken into account, if possible, but a legal claim does not exist. The Chairperson of the Faculty's General Examination Board usually asks the first supervisor/assessor to assign a topic and appoints the second supervisor/assessor. If no proposals have been filed by the student, the Examination Board "Roads to Democracy(ies)" will propose the first and second supervisors/assessors according to § 16. The Chairperson of the Faculty's General Examination Board informs the candidate about first and second supervisors/assessors and about the assigned topic.
- (7) The first supervisor/assessor must be a professor (Professor/in) at University of Siegen, who is involved in research and teaching in one of the programme's subjects that is related to the Master's Thesis, a junior professor (Juniorprofessor/in), or an associate professor/lecturer with a postdoctoral qualification (Privatdozent/in) whose lectureship (Privatdozentur) is embedded at University of Siegen. A research assistant (Wissenschaftliche/r Mitarbeiter/in) with a doctoral qualification (Promotion) may file a request to the respective Examination Board to be appointed as first supervisor/assessor. It is also possible to appoint a former member of academic staff of University of Siegen as first supervisor/assessor if s/he has been actively involved in research and teaching the

related subject the year preceding to the registration of the Master's Thesis and if s/he agrees to supervising and assessing the Master's Thesis .

- (8) In general, the second supervisor/assessor should be a member of academic staff who is teaching in one of the programme's subjects and who holds a doctoral degree. In special cases the Examination Board "Roads to Democracy(ies)" may also appoint other members of academic staff as second supervisors/assessors. Members of academic staff at the participating partner universities may also appointed as second supervisors/assessors if they hold the right to carry out examinations on Master's level at their home institution and meet the requirements of § 65, 1 HG NRW.
- (9) The Master's Thesis must be written in English. The Examination Board "Roads to Democracy(ies)" decides about requests for exceptions in agreement with the Study Programme Director.
- (10) The Master's Thesis must contain a cover sheet, a table of contents and a list of references and sources. According to the rules of scholarly work the candidate must label the text passages that have their origin in word or sense in other pieces of work by indicating and citing the sources clearly. The candidate must include the following signed declaration with the correct date: "I hereby confirm that this Master's Thesis is entirely my own work and that I have not used any additional sources and aids other than indicated. All passages that include quotations, paraphrases, information and ideas taken from other sources and other people's work (including translations) have been indicated appropriately in each individual case and provided with the corresponding bibliographical references (including the WWW as well as other electronic sources). The same applies to all drawings, pictures, sketches and other illustrations that appear in the text. I am aware that the neglect to indicate the origin of the used sources is considered as fraud and plagiarism."
- (11) In general, the Master's Thesis Presentation has to be held within a period of eight weeks after the Chairperson's written notification that the candidate has passed the Master's Thesis and has been admitted to the Master's Thesis Presentation.
- (12) The Master's Thesis Presentation is conducted in general as an examination by the two examiners who have been assigned as the supervisors/assessors of the Master's Thesis.
- (13) If supervisors/examiners of the participating partner universities are involved, the Master's Thesis Presentation may be conducted by a videoconference. This requires the presence of an additional observer apart from the examiner present at University of Siegen.
- (14) The minimum duration of the Master's Thesis Presentation is 30 minutes, the maximum duration is 45 minutes. It focuses on the contents and topics of the Master's Thesis.
- (15) The main subject matters examined as well as the results of the examination must be recorded in a minute. The examination results will be communicated to the candidate by the examiners after the Master's Thesis Presentation.
- (16) The Master's Thesis Presentation must be conducted in English. The Examination Board "Roads to Democracy(ies)" decides about requests for exceptions in agreement with the Study Programme Director.

- (17) Whether a Master's Thesis Presentations is held before the public is regulated by the applicable legal provisions (see HG § 63). Apart from this, at least those students who wish to sit the same oral examination as well shall be admitted according to the spatial conditions and provided the candidate gives her/his consent. Admission of the public does not include the discussion and announcement of the examination results to the candidate.

§ 13 Acceptance and assessment of the Master's Thesis

- (1) The Master's Thesis must be submitted by the due date and in two bound copies to the Chairperson of the Faculty's General Examination Board or to the authority appointed by him or her; the time of submission has to be recorded. In addition, a digital copy of the Master's Thesis (without password protection) must be enclosed with each paper copy. If the Master's Thesis is submitted after the scheduled submission date, it will be graded as "fail"/"mangelhaft" (5,0).
- (2) The Master's Thesis will be assessed and graded by two supervisors/assessors (see § 12) in accordance with § 21 of these study and examination regulations.
- (3) The supervisors/assessors must submit their individual assessments to the Chairperson of the Faculty's General Examination Board no later than six weeks after the receipt of the Master's thesis. If the grades differ, the grade for the Master's Thesis is calculated by the arithmetic mean of the two individual grades. If one of the two individual grades is a "fail"/"mangelhaft" (5,0), or if the two individual grades differ by more than two full grades, the Faculty's General Examination Board will appoint a third assessor. If, in this case, at least two of the three supervisors/assessors assess the thesis with at least "sufficient"/"ausreichend" (4,0), the final grade is calculated by the arithmetic mean of the three grades and must at least result in "sufficient"/"ausreichend" (4,0), otherwise the Master's Thesis is considered as failed. The Chairperson of the Faculty's General Examination Board will inform the candidate by written notification about her/his grade within eight weeks after the Master's Thesis has been submitted.

§ 14 Retake of the Master's Examination

- (1) If the Master's Thesis has been failed, there can be one retake.
- (2) In case the Master's Thesis has been failed or is considered to have been failed, the Chairperson of the Faculty's General Examination Board informs the candidate about this by written notification. The notification includes information about if and to which extent and within which timeframe the Master's Thesis can be repeated.
- (3) If the Master's Thesis has been failed ultimately, the Chairperson of the Faculty's General Examination Board will inform the candidate by written notification. The notification must contain information on legal remedies.
- (4) If the candidate fails the Master's Thesis Presentation, s/he may repeat it once within six months. The retake should take place within the lecture period. If the Master's Thesis

Presentation is not repeated within this timeframe or if it is failed again, the Master's Examination is considered as "failed" (5,0). For a retake of the examination § 12 applies.

§ 15 General Examination Board of the Faculty

- (1) The General Examination Board of the Faculty is responsible for the correct conduction and organisation of the Master's Thesis and the Master's Thesis Presentation in cooperation with the Faculty's Examination Office and the Examination Board "Roads to Democracy(ies)". The General Examination Board of the Faculty ensures that the study and examination regulations are adhered to and is responsible for fulfilling its tasks as described in these regulations. It takes decisions based on these study and examination regulations and decides on objections within its defined area of competence. Members of the Board who were involved in an assessment that has been objected to, are to be excluded from the decision making process after having been heard.
- (2) The General Examination Board of the Faculty consists of thirteen members. Nine members belong to the group of university professors; two belong to the group of research and academic assistants and two to the group of students. If necessary, the General Examination Board of the Faculty may nominate additional competent members with an advisory vote. The members of the General Examination Board of the Faculty are elected for a period of two years; the student member is elected for one year. A re-election of members is permitted. The General Examination Board is convened and chaired by its Chairperson.
- (3) The Faculty Council elects the two members from the group of academic and research assistants and one deputy with one vote. It also elects the two members from the group of students and one deputy with one vote. The deputies have only one vote in exercising their office. The Departmental Examination Boards elect one member each from the group of university professors as well as one deputy each.
- (4) The General Examination Board of the Faculty elects its Chairperson and the Chairperson's deputy from the group of university professors.
- (5) The General Examination Board of the Faculty may revocably delegate powers and duties to its Chairperson; this shall not apply to the decision on objections. The Chairperson prepares the resolutions of the General Examination Board of the Faculty and implements them. The Chairperson reports to the General Examination Board of the Faculty on a regular basis.
- (6) The General Examination Board of the Faculty is an official authority in the sense of the Administrative Procedures and Administrative Processes Law.
- (7) The General Examination Board of the Faculty decides with the majority of the valid votes cast. In the event of a tied vote, the Chairperson's vote is decisive. The General Examination Board of the Faculty has a quorum if the meeting has been duly and orderly convened and the majority of its members are present, and at least five of the present members belong to group of university professors. The members from the group of

students only have an advisory vote in decisions that address the assessment and recognition of graded and ungraded pieces of work and examinations.

- (8) The meetings of the General Examination Board are not open to the public. The participants are bound to secrecy and confidentiality. The results of the meetings must be recorded in written minutes.

§ 16 Examination Board “Roads to Democracy(ies)”

- (1) In addition to the General Examination Board of the Faculty accord. to § 15 of these study and examination regulations, a programme examination board is established for the study programme “Roads to Democracy(ies)”. The Examination Board “Roads to Democracy(ies)” ensures that the study and examination regulations are adhered to. Additionally, the Examination Board is responsible for the recognition and transfer of credits and grades according to §17 after consulting the responsible academic staff members of the involved subjects. It decides on objections within its area of competence as defined by these study and examination regulations.
- (2) The Examination Board „Roads to Democracy(ies)“ consists of five members of the participating subject units. Three members belong to the group of university professors, one member to the group of research and academic assistants and one member to the group of students. If necessary, the Examination Board “Roads to Democracy(ies)” may nominate additional competent members with an advisory vote. The members are elected for a period of two years; the student member is elected for one year. A re-election of members is permitted. The Examination Board “Roads to Democracy(ies)” is convened and chaired by its Chairperson.
- (3) The Faculty Council elects the members of the Examination Board „Roads to Democracy(ies)“.
- (4) The Examination Board „Roads to Democracy(ies)“ elects its Chairperson and the Chairperson’s deputy from the group of university professors.
- (5) The Examination Board „Roads to Democracy(ies)“ may revocably delegate powers and duties to its Chairperson; this shall not apply to the decision on objections. The Chairperson prepares the resolutions of the Examination Board „Roads to Democracy(ies)“ and implements them. The Chairperson reports to the Examination Board „Roads to Democracy(ies)“ on a regular basis.
- (6) The Examination Board „Roads to Democracy(ies)“ is an official authority in the sense of the Administrative Procedures and Administrative Processes Law.
- (7) The Examination Board „Roads to Democracy(ies)“ decides with the majority of the valid votes cast. In the event of a tied vote, the Chairperson’s vote is decisive. The Examination Board „Roads to Democracy(ies)“ has a quorum if the meeting has been duly and orderly convened and the majority of its members are present, and at least two of the present members belong to group of university professors. The member from the group of students

only has an advisory vote in decisions that address the assessment and recognition of graded and ungraded pieces of work and examinations.

- (8) The meetings of the Examination Board „Roads to Democracy(ies)“ are not open to the public. The participants are bound to secrecy and confidentiality. The results of the meetings must be recorded in written minutes.
- (9) In addition to the Departmental Examination Boards, the Faculty can establish interdisciplinary and interdepartmental examination boards that are responsible for the interdisciplinary study programmes offered by different subjects and departments within the Faculty and across different Faculties. These interdisciplinary examination boards will not appoint members for the General Examination Board.
- (10) The study programme „Roads to Democracy(ies)“ is an interdisciplinary study programme offered by different subjects and departments within the Faculty according to 9. Accordingly, the Examination Board „Roads to Democracy(ies)“ does not appoint members for the General Examination Board.

§ 17 Recognition and transfer of study and examination achievements

- (1) Study and examination achievements obtained in a study programme at another higher education institution in the area in which the German Basic Law applies shall be officially recognised in the same study programme without being checked for equivalence.
- (2) Study and examination achievements obtained in other study programmes or at other higher education institutions and at state or state-approved vocational academies in the area in which the German Basic Law applies shall be officially recognised if equivalence is ascertained. This shall also apply to requests concerning the recognition of achievements obtained at higher education institutions outside of the area of the German Basic Law. Study periods abroad in the context of a semester or internship outside of Germany are encouraged and supported. The recognition of study achievements will be ensured provided that their equivalence is ascertained. Additional qualifications may be recognised for a study programme after a written request has been filed. The recognition will be based on the documents provided by the applicant.
- (3) As far as the „Lisbon Recognition Convention“ applies, equivalence is to be ascertained if no substantial difference to the course and examination requirements in terms of the content, scope and standards in the respective study programme at the target university can be found and proven. In addition, equivalence is to be ascertained if the study and examination achievements are largely comparable to the respective study programme at University of Siegen in terms of content, scope and standard. When recognizing study periods as well as study and examination achievements obtained outside of the Federal Republic of Germany, the agreements of equivalence as approved by the Conference of the Ministers of Education and Cultural Affairs (Kultusministerkonferenz) and the German Rectors' Conference (Hochschulrektorenkonferenz) as well as arrangements made as part of cooperation agreements between universities must be taken into consideration.

Arrangements made in the context of university cooperation agreements shall be taken into account. Furthermore, study and examination achievements are considered to be equivalent if they have been obtained in the context of an exchange agreement in which the respective subject at the Faculty takes part. This applies to all mobility programmes in the framework of exchange agreements that exist at the Faculty as well as to university cooperation agreements and centrally administered mobility programmes. If no agreements of equivalence exist, the Examination Board "Roads to Democracy(ies)" decides about the recognition. Furthermore, if there are doubts about the equivalence of study and examination achievements obtained abroad, the Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen) can be consulted.

- (4) The Examination Board „Roads to Democracy(ies)“ acc. to § 16 shall take the necessary decisions in the recognition process after consulting the responsible persons of the involved subjects. The recognition decisions shall be finalised within two months after the request has been filed. In case substantial differences are found and proven according to the „Lisbon Recognition Convention“, the decision that study and examination achievements cannot be recognised and the reasons for this decision shall be set up in a written statement. The student must provide all necessary documents required for the recognition process.
- (5) The regulations stated in sections 1,2,3, and 4 also apply to the recognition of study and examination achievements obtained in state-approved distance learning institutions or distance learning units developed by the Federal State of North Rhine-Westphalia in collaboration with other federal governments or the state.
- (6) The knowledge and skills that have been attested to candidates who have completed a placement examination according to § 49,11 HG and who are by the result of this examination entitled to commence their studies in a higher study semester, will usually be recognised to the study programme. The results attested in the certificate for the placement examination are binding for the Examination Boards.
- (7) If examination results are recognised, the grades are to be transferred and included in the overall final grade and the respective module grade, if the grading systems are comparable. If the grading systems are not comparable, the standards of the European Credit Transfer System (ECTS) should apply. Special agreements at Faculty or University level are to be taken into consideration.
- (8) If the requirements of sections 1 – 7 are met there is a legal entitlement to recognition. The student must provide all necessary documents required for the recognition process.

§ 18 Unexcused Absence, Withdrawal, Deception

- (1) An examination is assessed with "fail"/"mangelhaft" (5,0) or as "fail"/"nicht bestanden" if the candidate misses an examination or an appointed examination date without good reason or if s/he after the beginning of an examination, withdraws from the examination without good reason. The same applies if a written examination/piece of work is not completed within the scheduled time.

- (2) If a deadline has been set for the completion of an examination or the submission of a written piece of work, candidates may withdraw from it via the online system of the Faculty's examination office within one week before the deadline expires. If no deadline has been set, candidates may withdraw from examinations or the submission of written pieces of work at any time (cf. § 9 examination regulations).
- (3) The illness of a child for which the candidate is taking care as the main responsible person shall be considered in the same way as the illness of a candidate, as far as a failure to comply with the deadlines regarding examinations, submission of written pieces of work or the completion of the Master's Thesis is concerned.
- (4) If a candidate withdraws from examinations/graded pieces of work later than one week before the deadline, the reasons for this must be communicated immediately to the Faculty's General Examination Board in written form. In case of the candidate's illness, a medical certificate must be submitted. If the Faculty's General Examination Board acknowledges the reasons provided, the candidate will be informed about this and will receive a new deadline by written notification. Examinations/pieces of work that have already been submitted must be taken into account and recognised in this case.
- (5) Should a candidate try to cheat or influence an examination result by fraud, e.g., by using non-permitted aids or by plagiarism, s/he will receive the grade "fail"/"mangelhaft" (5,0) for the respective examination/graded piece of work. In case of oral examinations/assignments, the actual finding is to be placed on record by the respective examiner/lecturer. In case of written examinations and written pieces of work the finding is to be placed on record by the respective examiner/lecturer or by the observer, and in case of the Master's Thesis by the supervisors/assessors. The General Examination Board of the Faculty carries out the assessment of the case. In the case of multiple or other serious deception attempts, the candidate can be exmatriculated.
- (6) Members of the Programme's Examination Board and the Faculty's General Examination Board have the right to attend to examinations.
- (7) Candidates must be informed about negative decisions of any kind immediately and by written notification that includes an explanation of the reasons and information on legal remedies.

§ 19 Provisions for maternity/parental leave and for students taking care of family members

- (1) Upon request of a candidate, maternity protection periods, as set in the applicable law for the protection of a working mother ("Mutterschutzgesetz", MSchG) have to be considered. Maternity periods shall interrupt any deadlines set by these study and examination regulations; the duration of the maternity period shall not be included in the calculation of the deadline.

- (2) Similarly, if parental leave is applied for in accordance with the relevant German legislation on parental allowance and parental leave (“Bundeserziehungsgeldgesetz”, BErzGG), the applicable parental leave period must be adhered to. Students applying for parental leave must notify the Faculty’s General Examination Board about the time period requested for parental leave four weeks prior to the start of the period at the latest.
- (3) Upon request, periods of interruptions due to nursing or caring for spouses, registered life partners, immediate relatives or first-degree in-laws shall be taken into consideration if the named persons require nursing or care. The request must be made as soon as the circumstances arise.
- (4) The requests must include the necessary attestations.

§ 20 Compensation regulations for disabled and chronically ill students

If a candidate provides credible evidence that s/he is not able to complete a course requirement, a graded or ungraded piece of work or an examination in the stipulated form and time due to a chronic disease or disability according to § 2 Abs. 1 SGB IX, the General Examination Board of the Faculty shall allow an extension of the deadlines for the completion of examinations/pieces of work or agree to equivalent forms of examination in an appropriate format.

§ 21 Assessment and calculation of grades

- (1) The grades for the Master’s Examination, for the examinations/graded pieces of work and course requirements are assigned by the respective examiners or lecturers. The following grades shall be used for the evaluation:
 - 1 = “very good”/”sehr gut” = an excellent performance;
 - 2 = “good”/”gut” = a performance that is significantly above the average requirements;
 - 3 = “satisfactory”/”befriedigend” = a performance that meets the average requirements;
 - 4 = “sufficient”/”ausreichend” = performance that still meets the requirements despite its deficiencies;
 - 5 = “fail”/”mangelhaft” = performance that no longer meets the requirements due to its significant deficiencies

For a more differentiated assessment, individual grades can be raised or lowered to intermediate values by 0,3. The grades 0,7; 4,3; 4,7 and 5,3 cannot be given.

- (2) If the grades assigned by two different examiners differ, the grade for the Master’s Thesis or for the examination/graded piece of work is calculated by the arithmetic mean of both grades. If one of the assigned grades is “fail”/”mangelhaft” (5,0) or if the assigned grades differ by two or more full grades, the General Examination Board of the Faculty appoints a third assessor. In this case, the final grade is calculated by the arithmetic mean of the three

assigned grades. If the resulting grade is below “sufficient”/”ausreichend” (4,0), the Master’s Thesis or examination/graded piece of work is failed. Only the first decimal place after the comma will be taken into account; all other decimal places will be deleted without rounding up. A grade that has been calculated as described above will be assessed as follows:

- up to 1,5 - “very good”/”sehr gut”
- above 1,5 and up to 2,5 – “good”/”gut”
- above 2,5 and up to 3,5 – “satisfactory”/”befriedigend”
- above 3,5 and up to 4,0 – “sufficient”/”ausreichend”
- above 4,0 - “fail”/”mangelhaft”

- (3) If a final grade or module grade is composed of different individual grades, it shall be calculated by the arithmetic mean of the individual grades weighted according to the number of credit points (cf. § 8, 20 of these study and examination regulations). At least two decimal places after the comma need to be included. Grades with the decimal point 5 shall be rounded down and values above 4,0 are considered as “fail”/”mangelhaft”.
- (4) During a study period abroad the grading system of the respective university applies. After the study period abroad has been completed, grades shall be transferred according to § 17, 7 of these study and examination regulations.

§ 22 Completion of the Master’s programme “Roads to Democracy(ies)”

- (1) The study programme is successfully completed by a candidate who has successfully participated in all modules that the study programme according to these study and examination regulations requires, who completed her/his Master’s Examination with at least “sufficient”/”ausreichend” (4,0) and obtained 120 cp.
- (2) A candidate has ultimately failed the Master’s degree if one of the required examinations/graded pieces of work or the Master’s Examination have been failed ultimately.
- (3) If a candidate did not successfully complete the study programme, s/he will receive a written transcript listing all completed course and study achievements including the individual grades and credit points.
- (4) The total of 120 cp consists of 30 cp for the Master’s Examination (25 cp for the Master Thesis and 5 cp for the Master Thesis Presentation), 30 cp for the Thematic Modules, 22 cp for the Introductory Modules, 15 cp for the Thesis Forum and 23 cp for the Optional Modules (cf. § 7 of these study and examination regulations).

§ 23 Final examination certificate and degree certificate

- (1) If a student has successfully completed the Master’s programme Roads to Democracy(ies), s/he will receive a final examination certificate about the results. The certificate includes the title “Master of Arts” (M.A.) (cf. § 3 of these regulations), the name of the study

programme, the Master's Thesis topic and grade received for the Master's Thesis, the grade received for the Master's Thesis Presentation, and the overall final grade.

- (2) In addition to that, the final examination certificate includes the information that the Master's programme "Roads to Democracy(ies)" is an international study programme,
- (3) The final examination certificate bears the date of the day on which the last examination has been completed. It is signed by the Chairperson of the General Examination Board of the Faculty.
- (4) Together with the final examination certificate, the candidate receives a degree certificate dated to the same day as the final examination certificate. The degree certificate documents that the academic title according to § 3 of these regulations has been awarded.
- (5) The degree certificate contains the information that the Master's programme "Roads to Democracy(ies)" is an international study programme,
- (6) The degree certificate is signed by the Dean of the Faculty and bears the Faculty's seal. In addition, the degree certificate is signed by the Chairperson of the General Examination Board of the Faculty.
- (7) The final examination certificate and the degree certificate are issued in English and German.

§ 24 Diploma supplement and transcript of records

- (1) Together with the final examination certificate, the graduate receives a diploma supplement and a transcript of records.
- (2) The diploma supplement contains information about the study programme, its admission requirements and contents, the grading system and concerning the type of academic degree. The diploma supplement is complemented by information on the university and the German educational system.
- (3) The transcript of records informs about the individual study process, all completed courses and modules as well as all study achievements completed within the study programme (incl. the Master's Thesis) and their evaluation. In particular, it contains the individual module grades.
- (4) The diploma supplement and transcript of records are issued in English and German.

§ 25 Access to the examination files

- (1) After completion of the individual examinations and the Master's Thesis, the candidate shall upon written request to the Faculty's General Examination Board be allowed access to her/his examination papers or the Master's Thesis and the respective examiners' reports.

- (2) A request for access to the examination files is to be submitted to the Faculty's General Examination Board within one month after the candidate has been notified about the results. Article 29 of the Administrative Procedures Act for the State of North Rhine-Westphalia applies.

§ 26 Invalid Master's Degree

- (1) If the admission requirements for an examination were not fulfilled and the candidate did not intend to be deceptive about this, and if this was only discovered after the certificate was issued, this deficiency shall be remedied if the exam is passed. If a candidate intentionally and fraudulently obtained admission, the Faculty's General Examination Board shall determine the legal consequences in consideration of the Administrative Procedures Act for the State of North Rhine-Westphalia (VwVfG. NRW).
- (2) The candidate must be given the opportunity to comment before a decision is taken.
- (3) The inaccurate exam certificate must be confiscated, and a new exam certificate issued if appropriate. Five years after the exam certificate was issued, a decision as per paragraph 1 sentence 2 shall be excluded.

§ 27 Retraction of Master's Degree

The Master's Degree may be retracted retroactively if it turns out at a later stage that it had been obtained by fraud or if it turns out that essential preconditions for awarding the degree had been assumed to have been fulfilled by mistake. The authorities defined as responsible for awarding the degree in § 23, 6 are also responsible for a decision on retracting the degree.

§ 28 Implementation and transitional regulations

- (1) These study and examination regulations are valid for all students who enrolled to the Master's programme „Roads to Democracy(ies)“ at the University Siegen in Winter Semester 2013/14.
- (2) Students who had already been enrolled in the Master's programme „Roads to Democracy(ies)“ before Winter Semester 2013/14 may complete their degree according to these regulations upon application. The application must be addressed to the Examination Board “Roads to Democracy(ies)”. The application is irrevocable.

§ 29 Enactment and publication

- (1) These study and examination regulations take effect as of 1 October 2013. At the same time, the study and examination regulations for the Master's programme “Roads to

Democracy(ies)” from 1 August 2014 (official notifications 71/2014), modified by the changes to the study and examination regulations from 1 August 2014“ (official notifications 72/2014) ceases to be effective. Students who started their studies before Winter Semester 2013/14 may continue their studies according to the old study and examination regulations until the 31 March 2016. After that day, these study and examination regulations apply without exceptions.

(2) These study and examination regulations shall be published in the official notifications of the University of Siegen (“Amtliche Mitteilungen der Universität Siegen”).¹⁷

(3) Issued on the basis of the decisions of the Faculty Council of Faculty 1: Faculty of Arts (Fakultät I: Philosophische Fakultät) on 10 April 2013, 4 September 2013 and 9 April 2014.

¹⁷ Does not apply to the Translation.