

Examination regulations for the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme at Freie Universität Berlin

Preamble

Based on § 14, section 1, no. 2 of the partial basic regulations of Freie Universität Berlin, dated 27 October 1998 (FU notifications no. 24/1998), the departmental committee for the Politics and Social Sciences department at Freie Universität Berlin approved the following study regulations on 05 April 2006 *):

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*) These regulations were approved by the senate administration responsible for higher education institutions on 02 June. The period of validity of the regulations is limited until 30 September 2008.

§ 1 Area of validity

These examination regulations cover as a supplement to the regulations for general examination issues (“Satzung für Allgemeine Prüfungsangelegenheiten”, or SfAP) of Freie Universität Berlin the requirements and procedures for performance in the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme.

§ 2

Examination committee

The examination committee from the Politics and Social Sciences department for the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme is responsible for the organisation of the examinations and the other tasks outlined in the SfAP.

§ 3

Standard period of study

The standard period of study is four semesters (two years of study).

§ 4

Scope of examination and study performance

- (1) In total, students must provide evidence that 120 credit points (CP) have been achieved, of which
 1. 8 CP from the “Introduction”
 2. 16 CP from “International Relations theories”
 3. 30 CP from “Core areas in International Relations”
 4. 18 CP from “Specific topics in International Relations”
 5. 20 CP from “Practical training”
 6. 12 CP from the internship or project work module
 7. 16 CP from the Masters work

- (2) The level of performance to be achieved in the examinations which accompany the individual modules, information regarding the requirement to participate regularly in the teaching and learning forms and the credit points assigned to each of the modules are described in Appendix 1.

§ 5

Registration for Masters work

- (1) Students are permitted to register for the Masters work
 1. when they have completed the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme at Freie Universität Berlin
 2. when they have successfully completed the study modules in accordance with § 4, section 1, nos. 1 to 6.

- (2) Students must present together with their registration for Masters work evidence regarding the fulfilment of the requirements in accordance with section 1, together with written confirmation by a member of the teaching staff authorised to conduct the examination that they are willing to support the student during the Masters work.

- (3) The examination committee responsible shall reach a decision regarding the acceptance of the registration.

§ 6
Masters work

- (1) The Masters work is intended to show that the student is in a position to tackle an issue regarding International Relations self-sufficiently and using academic methods, to show the results in an appropriate manner and to assess them critically. The work must be written in English.
- (2) The examination committee shall issue the topic to be covered in the Masters work, in agreement with the supporting tutor. The issuing of the topic must be recorded in writing. The topic and the task must be designed in such a manner that the work can be completed by the allocated deadline. The compliance with the deadline must be recorded in writing. The students shall be given the opportunity to suggest topics themselves; there is no obligation to implement these suggestions.
- (3) The period for completion of the Masters work is three months, and comprises up to 40 pages with up to 12,000 words.
- (4) The date of the issuing of the topic shall be regarded as marking the start of the completion period. In exceptional cases, the examination committee may extend the deadline for the Masters work by up to four weeks, on receipt of an application, with a reason for the extension, which has been approved by the supporting tutor. The examination committee shall be responsible for making the decision.
- (5) When submitting the work, the student must provide an assurance in writing that they have completed the work themselves and that they have used no other sources or aids than those given.
- (6) The Masters work shall be assessed by two tutors who are authorised to conduct the examination, who are nominated by the examination committee. One of the two assessing tutors should be the supporting tutor for the Masters work.
- (7) A Masters work which is awarded the grade of “adequate” (4.0) may be repeated once.

§ 7
Certificate of award

- (1) A requirement for the receipt of the certificate of award is that the student
 1. has achieved the level of performance specified in § 4
 2. has not exceeded five minus points in total
- (2) The student shall not be eligible to receive a certificate of award if they have not successfully achieved the level of performance, or passed the examination, or are involved in an ongoing examination procedure, at another institute of higher education included in the area of validity of the basic regulations in the same course of study, in the same subject or in a module which is comparable with the modules studied during the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme.

- (3) The application for receipt of the certificate of award must be supplemented by evidence regarding the achievement of the requirements described in section 1 and an assurance that none of the items outlined in section 2 apply to the applicant.
- (4) The examination committee responsible shall reach a decision regarding the application.
- (5) On the basis of the successfully completed examination for the further qualification course for the International Relations (IR) Online (Masters Degree) long-distance programme, a record of study, a certificate and a Diploma Supplement (English and German version) shall be presented (Appendices 2 to 7). In addition, a supplement to the record of study shall be presented, containing information relating to the individual modules and their components (transcript).

§ 8
Entry into effect

These regulations enter into effect on the day following their publication in the notifications (official gazette of Freie Universität Berlin).