
Prüfungsordnung für den konsekutiven Masterstudiengang Wirtschaftsingenieurwesen (Besonderer Teil)

Fakultät Ressourcenmanagement

Der Fakultätsrat der Fakultät Ressourcenmanagement der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzwinden/Göttingen hat am 2. Februar 2022 die Ordnung über den besonderen Teil der Prüfungsordnung für den konsekutiven Masterstudiengang Wirtschaftsingenieurwesen beschlossen. Die Ordnung wurde am 8. Februar 2022 vom Präsidium der Hochschule gemäß § 37 Absatz 1 Satz 3 Ziffer 5b) NHG genehmigt. Die hochschulöffentliche Bekanntmachung erfolgte am 16. Februar 2022.

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§ 1 Hochschulgrad und Zeugnis

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

§ 2 Dauer und Aufbau des Studiums

- (1) Die Regelstudienzeit des Masterstudiengangs Wirtschaftsingenieurwesen beträgt einschließlich der Anfertigung der Masterarbeit drei Semester.
- (2) Der Gesamtumfang der Pflicht- und Wahlpflichtbereiche beträgt 90 Leistungspunkte (Credits). Der Studiengang setzt sich aus zwölf Modulen zusammen, die in Anlage 3 einschließlich des kalkulierten Workloads dargestellt sind.
- (3) Für den Masterabschluss werden unter Einbeziehung des vorangehenden Studiums 300 Leistungspunkte benötigt. Bewerber/innen, deren erster Studiengang nur 180 Leistungspunkte umfasst, müssen zusätzliche 30 Leistungspunkte (Learning Agreement) erwerben.

§ 3 Module und Art der Prüfungsleistungen

- (1) Die Prüfungen werden studienbegleitend durchgeführt. Sie bestehen aus Prüfungen für die einzelnen Module und der Masterarbeit (als Abschlussarbeit) mit Kolloquium. Die Prüfungsleistungen, deren Prüfungsarten sowie die Bearbeitungszeit und die Gewichtung der Module bzw. der einzelnen Prüfungsleistungen ergeben sich aus Anlage 3.
- (2) Innerhalb des Studiums wählen die Studierenden im Umfang von zwölf Leistungspunkten Wahlpflichtveranstaltungen (Modul 10), die einen engen Bezug zum Studiengang darstellen und deren Angebot und Prüfungsart die Prüfungskommission festlegt. Auf Antrag von Studierenden können auch andere Lehrveranstaltungen der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzminde/Göttingen oder anderer Hochschulen als Wahlpflichtveranstaltung absolviert werden. Über den Antrag entscheidet die Prüfungskommission unter Berücksichtigung der Zielsetzung des Studiengangs und des Arbeitsaufwandes (Leistungspunkte).
- (3) Die Bildung der Gesamtnote ergibt sich aus den Noten für die einzelnen Module, die entsprechend der Leistungspunkte gewichtet werden.

§ 4 Masterarbeit

- (1) Die Bearbeitungszeit für die Masterarbeit (Modul 12) beträgt vier Monate.
- (2) Zur Masterarbeit wird zugelassen, wer mindestens 45 Leistungspunkte nachgewiesen hat. Abweichend davon müssen Bewerber/innen, deren erster Studiengang nur 180 Leistungspunkte umfasst, darüber hinaus die zusätzlich erbrachten 30 Leistungspunkte (Learning Agreement) bis zur Zulassung zur Masterarbeit nachweisen.
- (3) Dem Antrag auf Zulassung zur Masterarbeit ist ein Vorschlag für den Themenbereich, dem das Thema für die Masterarbeit entnommen werden soll, beizufügen.

§ 5 Kolloquium

- (1) Zum Kolloquium wird zugelassen, wer die Module 1 bis 11 erfolgreich absolviert und den schriftlichen Teil der Masterarbeit (Modul 12) vorläufig bestanden hat.
- (2) Das Kolloquium soll innerhalb von sechs Wochen nach Abgabe der Masterarbeit durchgeführt werden, sofern die Anforderungen gemäß Absatz 1 erfüllt sind.

§ 6 Inkrafttreten und Übergangsbestimmungen

- (1) Diese Prüfungsordnung tritt zum Sommersemester 2022 in Kraft. Sie gilt erstmalig für Studierende, die ihr Studium zum Sommersemester 2022 beginnen.
- (2) Für bereits Immatrikulierte gilt weiterhin die Prüfungsordnung Besonderer Teil 2018 (Fassung 2021). Mit Ablauf des Sommersemesters 2023 tritt die Prüfungsordnung Besonderer Teil 2018 außer Kraft. Die Studierenden setzen danach ihr Studium nach der Prüfungsordnung 2022 fort. Über Ausnahmen, insbesondere infolge von gesetzlichen Schutzbestimmungen oder sonstigen unzumutbaren Härtefall-situationen, entscheidet die Prüfungskommission. § 6 der Prüfungsordnung Allgemeiner Teil findet entsprechend Anwendung.

Anlage 1: Masterurkunde (Muster)

MASTERURKUNDE

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

verleiht mit dieser Urkunde

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

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

Wirtschaftsingenieurwesen

bestanden hat.

Göttingen, den «Datum»

«Dekan/in»
Dekan/in

«Studiendekan/in»
Studiendekan/in

Dieser Studiengang wird gemeinsam mit der Fakultät Ingenieurwissenschaften und Gesundheit am Standort Göttingen angeboten.

Anlage 2: Masterzeugnis (Muster)

MASTERZEUGNIS

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

hat die Masterprüfung im Studiengang

Wirtschaftsingenieurwesen

der Fakultät Ressourcenmanagement in Göttingen
bestanden.

Thema der Masterthesis:

Abschlussprüfung	Credits	Gesamtnote
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	000	0,0 (in Worten)
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Die Gesamtnote ergibt sich aus den Modulnoten (gemäß Anlage zum Masterzeugnis),
die im Verhältnis der auf sie entfallenden Credits gewichtet werden.

Göttingen, den «PruefDatum»

«Studiendekan/in»
Studiendekan/in

Dieser Studiengang wird gemeinsam mit der Fakultät Ingenieurwissenschaften und Gesundheit am Standort Göttingen angeboten.
Notenstufen: 1,0 bis 1,50 = Sehr Gut; 1,51 bis 2,50 = Gut; 2,51 bis 3,50 = Befriedigend; 3,51 bis 4,0 = Ausreichend

ANLAGE ZUM MASTERZEUGNIS (TRANSCRIPT OF RECORDS)

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

Module	Credits	Note
Qualitätsmanagement I: Methoden und Techniken des Qualitätsmanagements	5	0,0
Energieeffizienz und Energierecht	5	0,0
Produktentwicklung	5	0,0
Fertigungstechnologien und Fertigungsorganisation	5	0,0
Controlling	5	0,0
Strategische Planung und Steuerung	5	0,0
Qualitätsmanagement II: Qualitätsmanagement einzelner Industriebranchen	6	0,0
Energiemanagement	6	0,0
Produktionsmanagement	6	0,0
Wahlpflichtmodule	3	0,0
	3	0,0
	3	0,0
	3	0,0
Praxisprojekt	5	0,0
Masterthesis und Kolloquium Thema: «Thema»	25	0,0

Göttingen, den «PruefDatum»

Anlage 3: Module / Workload

Modul- nummer	Bezeichnung des Moduls	Prüfungs- art	LP/Semester			Präsenz- stunden	Selbststu- dienstunden	Summe Stunden
			1	2	3			
1	Qualitätsmanagement I	K2	5			60	90	150
2	Energieeffizienz und Energirecht	K2 + R ¹	5			60	90	150
3	Produktentwicklung	K1 + LB ²	5			60	90	150
4	Fertigungstechnologien und Fertigungsorganisation	K1 + PR ³	5			60	90	150
5	Controlling	K2	5			60	90	150
6	Strategische Planung und Steuerung	K2	5			60	90	150
7	Qualitätsmanagement II *	PA		6		60	120	180
8	Energiemanagement *	PA		6		60	120	180
9	Produktionsmanagement	K2		6		60	120	180
10a	<i>Wahlpflichtmodule</i>	<i>je nach WPM</i>		3		30	60	90
10b				3		30	60	90
10c				3		30	60	90
10d				3		30	60	90
11	Praxisprojekt	PA			5	15	135	150
12	Masterarbeit	AA			25	0	750	750
Summe			30	30	30	675	2025	2.700

¹ Durch die Klausur werden 70 Prozent und durch das Referat 30 Prozent der Punkte erzielt.

² Durch die Klausur werden 80 Prozent und durch den Laborbericht 20 Prozent der Punkte erzielt.

³ Durch die Klausur werden 50 Prozent und durch die Präsentation 50 Prozent der Punkte erzielt.

* Für dieses Modul besteht Präsenzpflcht (überwiegend Seminarcharakter).

Abkürzung	Bezeichnung
AA	Abschlussarbeit mit Kolloquium
K1, K2	ein- bzw. zweistündige Klausur
LB	Laborbericht
PA	Projektarbeit
PR	Präsentation
R	Referat

Anlage 4: Diploma Supplement (Muster)

DIPLOMA SUPPLEMENT

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. Information identifying the holder of the qualification

- | | | |
|-----|---------------------------|-------------------|
| 1.1 | Family name(s) | Nachname |
| 1.2 | First name(s) | Vorname |
| 1.3 | Date of birth | oo.oo.oooo |
| 1.4 | Student ID Number or Code | oooooo |

2. Information identifying the qualification

- 2.1 Name of qualification and (if applicable) title conferred (in original language)
Master of Engineering– M.Eng.
Title conferred
Master of Engineering/ M.Eng. – Wirtschaftsingenieurwesen,
(Master of Engineering/ M.Eng.– Business Administration and Engineering)
- 2.2 Main field(s) of study for the qualification
Engineering and Management
- 2.3 Name and status of awarding institution (in original language)
HAWK Hochschule für angewandte Wissenschaft und Kunst
Hildesheim/Holzminden/Göttingen
Fakultät Ressourcenmanagement (Faculty of Resource Management)
Studiengang Wirtschaftsingenieurwesen
Status (Type / Control)
University of Applied Sciences and Arts / State Institution
- 2.4 Name and status of institution (if different from 2.3) administering studies (in original language)
[as above]
Status (Type / Control)
[as above]
- 2.5 Language(s) of instruction/examination
German

3. Information on the level and duration of the qualification

- 3.1 Level of the qualification
Master programme, second degree

- 3.2 Official duration of programme in credits and/or years
3 semesters, 90 ECTS
- 3.3 Access requirement(s)
Bachelor degree in Business Administration and Engineering or related fields (3,5 years, with 210 credits), or foreign equivalent.

4. Information on the programme completed and the results obtained

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

- 4.2 Programme learning outcomes

See Transcript of Records enclosed.

The following list is a brief overview of the main contents:

- quality management
- energy management
- power engineering
- energy law
- product engineering
- management accounting
- strategic management
- supply chain management
- production management
- project management
- Master thesis in cooperation with companies

Knowledge and Understanding (Knowledge)

The graduates of the Master of Engineering (M.Eng.) Business Administration and Engineering of the Faculty of Resource Management HAWK have

- in-depth knowledge in the integration subjects of quality, energy and production management, which combine economic, technical and social processes as cross-sectional functions.
- in-depth knowledge of selected areas of engineering, in particular manufacturing technologies, product development and energy technology in theory and practice (engineering knowledge).
- in-depth knowledge in selected fields of business administration, in particular in the areas of controlling and strategic planning and management in theory and practice (knowledge of economics).
- in-depth knowledge in the field of research and are familiar with independent scientific work methods. They are able to define, describe and interpret the specifics, terminologies, doctrines and their limits in the chosen subject areas. They are able to reflect the current state of research and to develop it further in specific areas (scientific-theoretical knowledge).

Skills (Application)

The graduates of the Master of Engineering (M.Eng.) Business Administration and Engineering of the Faculty of Resource Management are able to

- independently design complex economic and technical systems (e.g. development of a quality management or energy management system of a case company) on the basis of specific data and to define framework conditions for their implementation. In this context, graduates are able to apply and further develop scientific methods

of engineering and economics to specific tasks (in practice and research) (problem-solving competence).

- make rational and ethically based decisions in a complex environment with partly new and/or unknown influencing variables as well as to think critically in order to find innovative and effective solutions for interdisciplinary problems (decision-making competence).
- collect, interpret and critically reflect on relevant primary and secondary data including current research results in the technical and economic field according to scientific methods (e. g. preparation of papers and the master's thesis).
- articulate logically and persuasively (convincingly) in oral and written form, as well as communicate about the contents and problems of the respective discipline with professional colleagues (communication competence).
- work as a member in teams, to effectively organise and execute projects (project management competence skills).
- integrate themselves directly into the professional environment due to the practical relevance in the course of study and to work together with partners at different levels, to shape social relationships and to assume social responsibility (social competence).

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

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

4.4 Grading system and, if available, grade distribution table

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

4.5 Overall classification of the qualification **0,0** (in original language)

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

5. Information of the function of the qualification

5.1 Access to further study

The M.Eng. in Business Administration and Engineering entitles the holder to apply for admission for a doctoral thesis according to respective regulations covering doctoral programmes.

5.2 Access to a regulated profession (if applicable)

The M.Eng. in Business Administration and Engineering entitles its holder to the legally protected professional title "Master of Engineering" and to exercise professional work in the field(s) for which the degree was awarded.

6. Additional information

6.1 Additional information

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

6.2 Further information sources

www.hawk.de

7. Certification

This Diploma Supplement refers to the following original documents:

Document on the award of the academic degree (Masterurkunde) **00.00.0000**

Certificate (Masterzeugnis) **00.00.0000**

Transcript of Records **00.00.0000**

Certification Date: **Ort, 00.00.0000**

(Official Stamp / Seal)

Chairwoman/Chairman Examination Committee

8. National higher education system

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

8. Information on the German Higher Education Systemⁱ

8.1 Types of Institutions and Institutional Status

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

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

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

- *Kunst- und Musikhochschulen* (Universities of Art/Music) offer studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

Higher Education Institutions are either state or state-recognized institutions. In their operations, including the organization of studies and the designation and award of degrees, they are both subject to higher education legislation.

8.2 Types of Programmes and Degrees Awarded

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

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

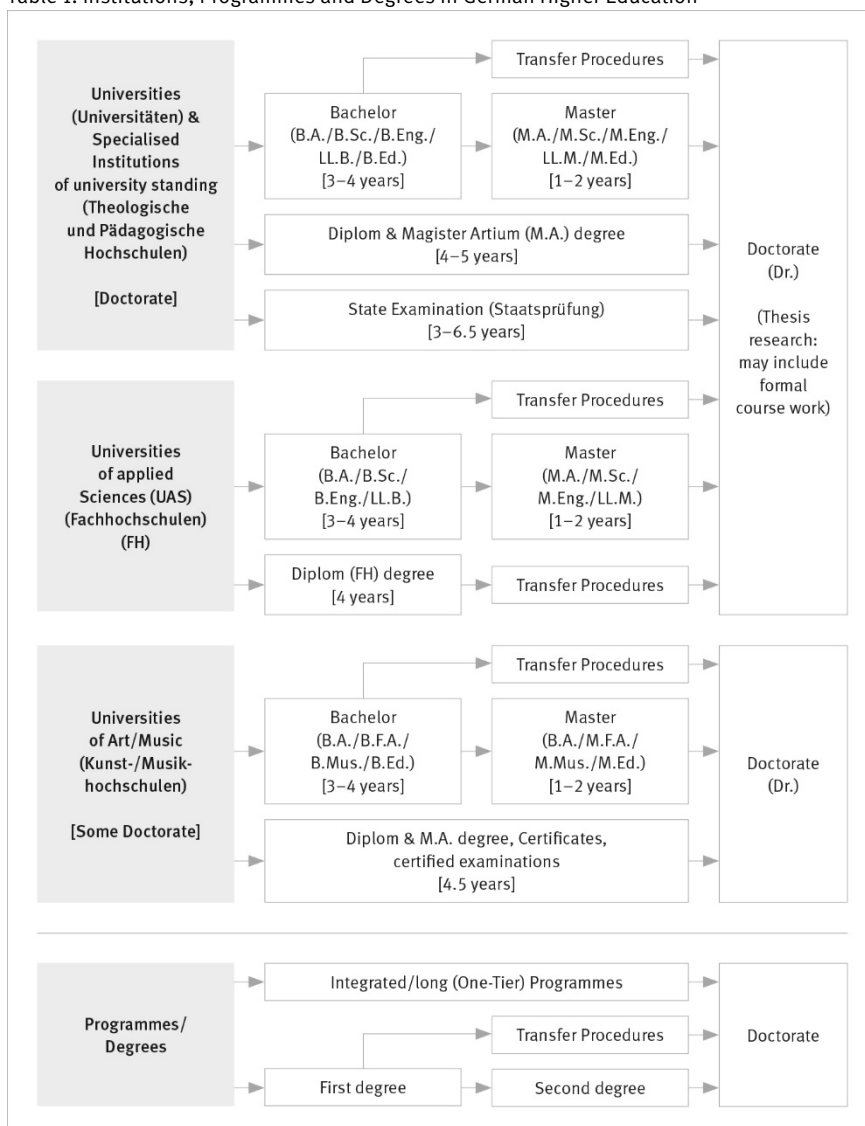
The German Qualifications Framework for Higher Education Qualifications (HQR)ⁱⁱⁱ describes the qualification levels as well as the resulting qualifications and competences of the graduates. The three levels of the HQR correspond to the levels 6, 7 and 8 of the German Qualifications Framework for Lifelong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

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

8.3 Approval/Accreditation of Programmes and Degrees

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

Table 1: Institutions, Programmes and Degrees in German Higher Education



8.4 Organisation and Structure of Studies

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

8.4.1 Bachelor

Bachelor's degree study programmes lay the academic foundations, provide methodological competences and include skills related to the professional field. The Bachelor's degree is awarded after 3 to 4 years. The Bachelor's degree programme includes a thesis requirement. Study programmes leading to the Bachelor's degree must be accredited according to the Interstate study accreditation treaty.^{viii}

First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.), Bachelor of Music (B.Mus.) or Bachelor of Education (B.Ed.).

The Bachelor's degree corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

8.4.2 Master

Master is the second degree after another 1 to 2 years. Master's programmes may be differentiated by the profile types "practice-oriented" and "research-oriented". Higher Education Institutions define the profile. The Master's degree programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Interstate study accreditation treaty.^{ix}

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (L.L.M.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.) or Master of Education (M.Ed.). Master's programmes which are designed for continuing education may carry other designations (e.g. MBA).

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

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

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1,5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master's level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3,5 to 6,5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder*.

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically

equivalent and correspond to level 7 of the German Qualifications Framework/ European Qualifications Framework.

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

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

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

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

8.5 Doctorate

Universities as well as specialized institutions of university standing, some of the FH/HAW/UAS and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master's degree (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Comparable degrees from universities of art and music can in exceptional cases (study programmes such as music theory, musicology, pedagogy of arts and music, media studies) also formally qualify for doctoral work. Particularly qualified holders of a Bachelor's degree or a *Diplom (FH)* degree may also be admitted to doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor. The doctoral degree corresponds to level 8 of the German Qualifications Framework/ European Qualifications Framework.

8.6 Grading Scheme

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

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

8.7 Access to Higher Education

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

Applicants with a qualification in vocational education and training but without a school-

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

8.8 National Sources of Information

- *Kultusministerkonferenz (KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Graurheindorfer Str. 157, D-53117 Bonn; Phone: +49[0]228/501-0, www.kmk.org; E-Mail: hochschulen@kmk.org
- Central Office for Foreign Education (ZaB) as German NARIC; www.kmk.org; E-Mail: zab@kmk.org
- German information office of the *Länder* in the EURYDICE Network, providing the national dossier on the education system; www.kmk.org; E-Mail: eurydice@kmk.org
- Hochschulrektorenkonferenz (HRK) [German Rectors' Conference]; Leipziger Platz 11, D-10117 Berlin, Phone: +49 30 206292-11; www.hrk.de; E-Mail: post@hrk.de
- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

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

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

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

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

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

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- vi Specimen decree pursuant to Article 4, paragraphs 1 – 4 of the interstate study accreditation treaty (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany of 7 December 2017).
- vii Interstate Treaty on the organization of a joint accreditation system to ensure the quality of teaching and learning at German higher education institutions (Interstate study accreditation treaty) (Decision of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany of 8 December 2016), Enacted on 1 January 2018.
- viii See note No. 7.
- ix See note No. 7.
- x Access to higher education for applicants with a vocational qualification, but without a school-based higher education entrance qualification (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 6 March 2009).