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## **Prüfungsordnung für den konsekutiven Masterstudiengang Management und Führung (Besonderer Teil)**

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**Fakultät Management, Bauen, Immobilien**

Der Fakultätsrat der Fakultät Management, Bauen, Immobilien der HAWK Hochschule für angewandte Wissenschaft und Kunst Hildesheim/Holzminden/Göttingen hat am 20. Mai 2026 die Ordnung über den Besonderen Teil der Prüfungsordnung für den konsekutiven Masterstudiengang Management und Führung beschlossen. Die Ordnung wurde am 9. Juni 2026 vom Präsidium der Hochschule gemäß § 37 Absatz 1 Satz 3 Ziffer 5b) NHG genehmigt. Die hochschulöffentliche Bekanntmachung erfolgte am 12. Juni 2026.

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

- (1) Der Gesamtumfang der Pflicht- und Wahlpflichtmodule des sechssemestrigen Teilzeit-Masterstudien- gangs beträgt 120 Leistungspunkte (Credits). Das Studium setzt sich aus Pflichtmodulen im Umfang von 100 Leistungspunkten sowie der Masterarbeit im Umfang von 20 Leistungspunkten zusammen. Den Studienverlauf sowie den Workload der einzelnen Module veranschaulicht die Anlage 1.

## **§ 2 Prüfungen**

- (1) Die zu erbringenden Prüfungen werden studienbegleitend erbracht. Der Modulübersicht (Anlage 1) ist zu entnehmen, welche Prüfungsformen einem Modul zugeordnet sind und ob es sich um Prüfungs- oder Studienleistungen handelt. Falls keine andere Gewichtung angegeben ist, gehen bei mehreren Mo- dulprüfungen die Einzelnoten zu gleichen Anteilen in die Modulnote ein.
- (2) Ist eine Studienleistung als Prüfungsvorleistung (PVL) vorgesehen, so ist das Bestehen dieser Prü- fungsvorleistung neben dem Vorliegen der Voraussetzungen gemäß § 8 des Allgemeinen Teils der Prü- fungsordnung für die Zulassung zur notenbildenden Modulabschlussprüfung erforderlich.
- (3) Abweichend von § 15 Absatz 2 der Prüfungsordnung Allgemeiner Teil findet keine Pflichtanmeldung zur ersten Wiederholungsprüfung statt. Eine nicht bestandene Modulprüfung nach § 15 Absatz 1 der Prüfungsordnung Allgemeiner Teil soll jedoch in der Regel im Rahmen der regulären Prüfungstermine innerhalb der nächsten beiden Semester in der gleichen Art und Dauer wiederholt werden.

## **§ 3 Masterarbeit und Kolloquium**

- (1) Die Bearbeitungszeit für die Masterarbeit (Modul 16) beträgt 17 Wochen.
- (2) Eine Zulassung zum Modul Masterarbeit ist erst möglich, wenn die drei Praxisprojekte erfolgreich ab- geschlossen sind und nicht mehr als zehn weitere Leistungspunkte bzw. zwei Modulprüfungen offen sind.
- (3) Im Antrag auf Zulassung zur Masterarbeit (Modulanmeldung) ist der Themenbereich der Aufgabenstel- lung für die Masterarbeit sowie die bzw. der Erstprüfende zu nennen. Es ist ferner die schriftliche Be- stätigung der bzw. des Erstprüfenden einzuholen. Abweichend von § 21 Absatz 5 der Prüfungsordnung Allgemeiner Teil erfolgt die Ausgabe des Themas und der Bearbeitungszeit nebst Abgabefrist durch die bzw. den Erstprüfende\*n. Die Prüfungsverwaltung ist über die Ausgabe des Themas zu benachrichti- gen, damit die Ausgabe aktenkundig gemacht werden kann.
- (4) Zum Kolloquium wird zugelassen, wer die Masterarbeit vorläufig bestanden hat. Eine Zulassung zum Kolloquium ist bereits dann möglich, wenn die Modulprüfung in gemäß Absatz 2 zulässigerweise noch offenen weiteren Fachmodulen aussteht.
- (5) Das Kolloquium soll in der Regel innerhalb von acht Wochen nach Abgabe der Masterarbeit durchge- führt werden.
- (6) Das Kolloquium gliedert sich in zwei Teile: Einen Kurzvortrag (Präsentation der Arbeit durch die bzw. den Studierenden) sowie die Befragung der bzw. des Studierenden durch die Prüfenden. Die Gesamt- dauer von Kurzvortrag und Kolloquium beträgt je Student\*in mindestens 40 und maximal 50 Minuten.
- (7) Das Mastermodul umfasst 20 Credits, wobei auf die schriftliche Abschlussarbeit 15 Credits, auf das mündliche Kolloquium drei Credits und auf die begleitende, unbenotete Lehrveranstaltung zwei Credits entfallen. Die Modulnote fließt mit 18 Leistungspunkten in die Berechnung der Gesamtnote ein.

- (8) Abweichend zu § 21 Absatz 9 der Prüfungsordnung Allgemeiner Teil wird geregelt: Ziel des Kolloquiums ist es, die selbstständige Erstellung der Abschlussarbeit sicherzustellen und Fach- und Verständnisfragen zu klären. Die Abschlussarbeit ist nach Durchführung des Kolloquiums abschließend unter Einbeziehung des Ergebnisses des Kolloquiums durch beide Prüfenden jeweils eigenständig und unabhängig nachvollziehbar in schriftlicher Form zu bewerten. § 14 Absatz 2 bis 4 gelten entsprechend.
- (9) Abweichend zu § 21 Absatz 4 Satz 3 der Prüfungsordnung Allgemeiner Teil gilt: In der Regel muss die oder der Erstprüfende lehrende\*r Professor\*in sein.

#### **§ 4 Hochschulgrad, Zeugnis**

- (1) Der Studiengang schließt mit dem Kolloquium zur Masterarbeit oder mit dem Abschluss der in gemäß § 3 Absatz 2 zulässigerweise noch offenen Fachmodule ab.
- (2) Die Hochschule verleiht zum Abschluss den Hochschulgrad Master of Arts, abgekürzt M.A. Hierüber stellt die Hochschule eine Urkunde mit dem Datum des Zeugnisses aus (Anlage 2). Ein Muster des Masterzeugnisses enthält Anlage 3. Gleichzeitig mit dem Zeugnis wird der bzw. dem Studierenden ein Diploma Supplement (Anlage 4) gemäß der jeweils aktuellen HRK-Vorlage ausgehändigt.

#### **§ 5 Inkrafttreten**

- (1) Diese Prüfungsordnung tritt am Tag nach ihrer hochschulöffentlichen Bekanntmachung in Kraft.
- (2) Sie gilt erstmalig für Studierende, die ihr Studium zum Wintersemester 2026/2027 beginnen.

## Anlage 1: Modulübersicht

### a) Modulübersicht

Modul-Nr.	Modulnamen	LP/Semester						Prüfungsform
		1	2	3	4	5	6	
01	Transformationsmanagement und Nachhaltigkeit	5						K2/P
02	Qualitative und quantitative Forschungsmethoden	5						K2/P/M
03	Management von Komplexität	5						K2/P/PR
04	Organisationsverhalten	5						K2/P
05	Unternehmensethik		5					K2/FS/M
06	Digitale Transformation		5					K2/PR/P
07	Instrumente moderner Führung		5					K2/SR/P
08	Entre- und Intrapreneurship		5					K2/KE/M
09	Change Management und Organisationsentwicklung			5				K2/FS/M
10	Strategische Gestaltung Digitaler Kollaboration			5				SB/P
11	Praxisprojekt 1			10				P/PR
2x	Wahlpflichtmodul				5			Modulabhängig
12	Unternehmenssteuerung				5			K2/P
13	Praxisprojekt 2				10			P/PR
14	Angewandte Forschungsmethoden					5		EXP/PO/PR
2x	Wahlpflichtmodul					5		Modulabhängig
15	Praxisprojekt 3					10		P/PR
16 <sup>1</sup>	Masterarbeit und Kolloquium Wissenschaftliches Begleitseminar						18 2	AA (Thesis + Koll.), PR*+EXP*

Die Modulnoten fließen gemäß § 3 Absatz 6 der Prüfungsordnung Allgemeiner Teil i.d.R. nach Leistungspunkten (Credits) der Module gewichtet in die Gesamtnote ein.

<sup>1</sup> Die Modulnote fließt mit 18 Leistungspunkten in die Berechnung der Gesamtnote ein.

### b) Erläuterung der Abkürzungen

Abkürzung	Bezeichnung
/	oder
*	unbenotet
AA	Abschlussarbeit mit Kolloquium
EXP	Exposé
FS	Fallstudie
K2	Zweistündige Klausur
KE	Konzeptentwicklung
Koll.	Kolloquium
M	Mündliche Prüfung
P	Projekt
PO	Poster
PR	Präsentation
SB	Sitzungsbetreuung
Thesis	Masterthesis

## Anlage 2: Masterurkunde (Muster)

# MASTERURKUNDE

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**Die HAWK**  
**Hochschule für angewandte Wissenschaft und Kunst**  
**Hildesheim/Holzminden/Göttingen**  
**Fakultät Management, Bauen, Immobilien**

verleiht mit dieser Urkunde

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

den Hochschulgrad **Master of Arts**  
abgekürzt M. A.,  
nach bestandener Abschlussprüfung im Studiengang

**Management und Führung**

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Holzminden, den «Datum»

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«Dekan\*in»  
Dekan\*in

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«Studiendekan\*in»  
Studiendekan\*in

## Anlage 3: Masterzeugnis (Muster)

### MASTERZEUGNIS

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

hat die Masterprüfung im Studiengang

#### **Management und Führung**

der Fakultät Management, Bauen, Immobilien  
bestanden.

**Thema der Masterarbeit:**

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

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

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Holzminen, den «PruefDatum»

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«Studiendekan\*in»

# ANLAGE ZUM MASTERZEUGNIS

## Studiengang

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

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

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

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**Masterarbeit**

0,0

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**Gesamtnote**

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## Anlage 4: Diploma Supplement

# DIPLOMA SUPPLEMENT

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

### 1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

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

### 2. INFORMATION IDENTIFYING THE QUALIFICATION

2.1 Name of qualification and (if applicable) title conferred (in original language)  
Master of Arts/M.A.

2.2 Main field(s) of study for the qualification  
Management and Leadership

2.3 Name and status of awarding institution (in original language)  
HAWK Hochschule für angewandte Wissenschaft und Kunst  
Hildesheim/Holzminden/Göttingen  
Fakultät Management, Bauen, Immobilien  
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]

2.5 Language(s) of instruction/examination  
German

### 3. INFORMATION ON THE LEVEL AND DURATION OF THE QUALIFICATION

3.1 Level of the qualification  
Master programme/second degree by research with thesis

3.2 Official duration of programme in credits and/or years  
Three years, 6 semesters, 120 ECTS

3.3 Access requirement(s)  
Bachelor or Diploma degree in business administration or similar disciplines.

### 4. INFORMATION ON THE PROGRAMME COMPLETED AND THE RESULTS OBTAINED

4.1 Mode of Study  
Part 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  
The objective of the degree programme is to qualify professionals and future leaders who are capable of managing and advancing companies and organizations—including non-profit and public institutions—according to contemporary principles:

innovative, digital, and team-oriented. Graduates acquire the competencies needed to respond strategically to major societal transformations such as climate adaptation, sustainability, digitalization, and demographic change, and to manage the associated innovation and transformation processes.

The interdisciplinary curriculum focuses on developing competencies in modern leadership and transformation. In addition, it addresses key future-oriented topics such as sustainability and digitalization. Particular emphasis is placed on regional innovation management, enabling students to design innovation systems and entrepreneurial ecosystems that strengthen rural areas. The scientific foundation of the programme is ensured through instruction in qualitative and quantitative research methods, the completion of applied practical projects, and the master's thesis.

- 4.3 Programme details, individual credits gained and grades/marks obtained  
Please refer to the Certificate (Masterzeugnis) for a list of courses and grades.
- 4.4 Grading system and, if available, grade distribution table  
Absolute grading scheme: "Sehr Gut" (1,0; 1,3) = Very Good; "Gut" (1,7; 2,0; 2,3) = Good; "Befriedigend" (2,7; 3,0; 3,3) = Satisfactory; "Ausreichend" (3,7; 4,0) = Pass; "Nicht ausreichend" (5,0) = Fail  
Statistical distribution of grades: **grading table**
- 4.5 Overall classification of the qualification **0,0**  
The final grade is based on the grades awarded during the study programme and that of the final thesis (with oral component). Please refer to the Certificate (Masterzeugnis).  
When there are no marks given, not enough results are available yet to determine ECTS-grades.

## 5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

- 5.1 Access to further study  
The degree entitles its holder to apply for admission for a doctoral thesis according to the regulations covering doctoral programmes, respectively.
- 5.2 Access to a regulated profession (if applicable)  
The Master's degree qualifies graduates to undertake a broad spectrum of managerial and leadership functions across enterprises and public or private organizations, encompassing both strategic and operational responsibilities.

## 6. ADDITIONAL INFORMATION

- 6.1 Additional information  
Non-academic acquired competencies were credited in an amount of **00** credits in the following modules: ...
- 6.2 Further information sources  
[www.hawk.de](http://www.hawk.de)

## 7. CERTIFICATION

This Diploma Supplement refers to the following original documents:

Document on the award of the academic degree (Masterurkunde)	<b>00.00.0000</b>
Certificate (Masterzeugnis)	<b>00.00.0000</b>
Transcript of Records	

Certification Date:	<b>00.00.0000</b>
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(Official Stamp / Seal)

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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 SYSTEM<sup>i</sup>**

### **8.1 Types of Institutions and Institutional Status**

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

- *Universitäten* (Universities) including various specialised 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) focus their study programmes on 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-recognised institutions. In their operations, including the organisation of studies and the designation and award of degrees, they are 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 enlarge variety and flexibility for students in planning and pursuing educational objectives; it also enhances international compatibility of studies.

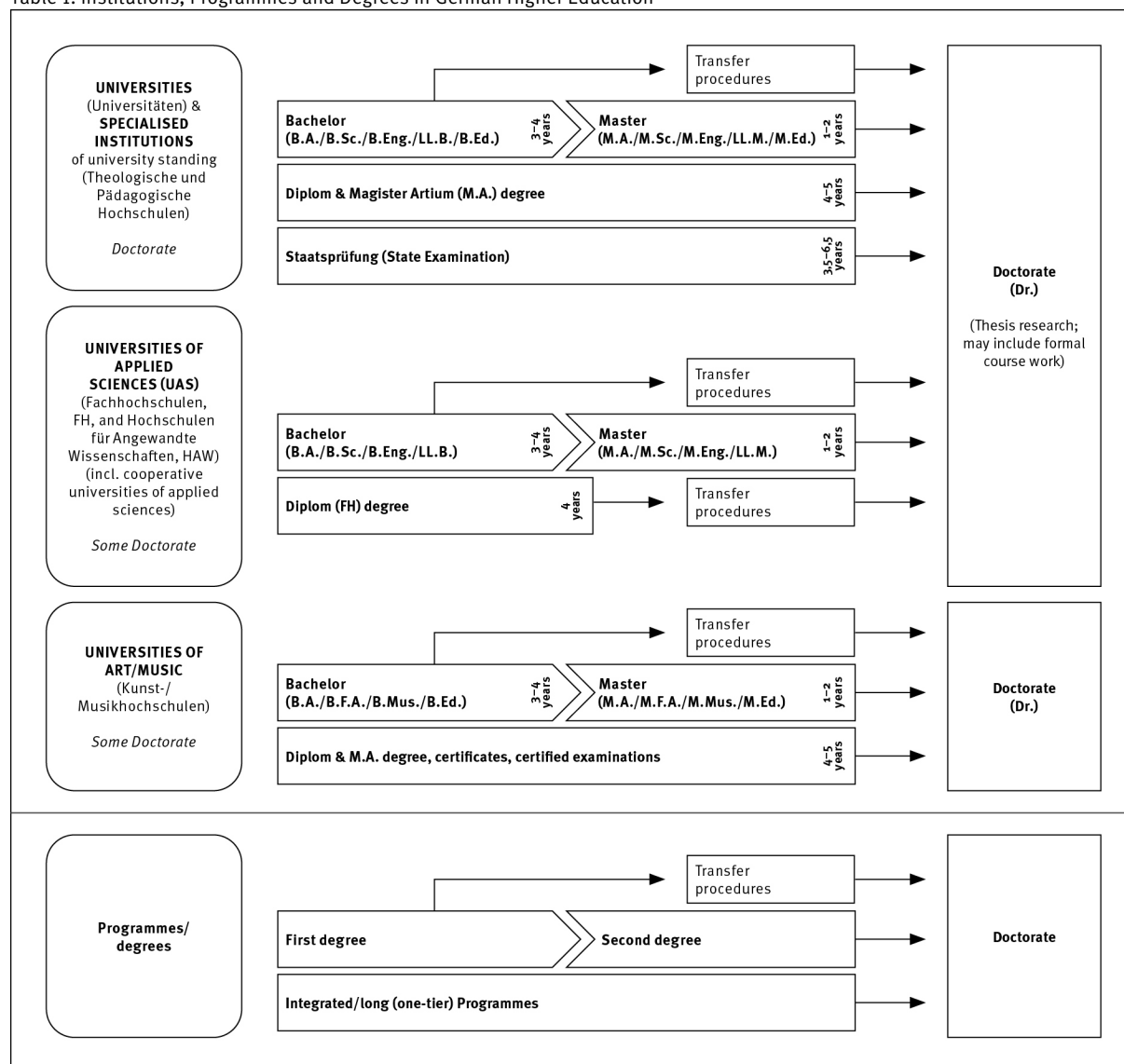
The German Qualifications Framework for Higher Education Qualifications (HQR)<sup>iii</sup> describes the qualification levels as well as the resulting qualifications and competences of the graduates. The three levels of the HQR correspond to the levels 6, 7 and 8 of the German Qualifications Framework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

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

### **8.3 Approval/Accreditation of Programmes and Degrees**

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

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



## 8.4 Organisation and Structure of Studies

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

### 8.4.1 Bachelor

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

First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.), Bachelor of Music (B.Mus.) or Bachelor of Education (B.Ed.). The Bachelor's degree corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

### 8.4.2 Master

The Master's degree 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's degree must be accredited according to the Interstate study accreditation treaty.<sup>ix</sup>

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.),

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

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

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

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specialisations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master's level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3.5 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium (M.A.)*. In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder*.

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent and correspond to level 7 of the German Qualifications Framework/European Qualifications Framework.

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

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

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

- Studies at *Kunst- 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 specialised areas and professional purposes.

#### **8.5 Doctorate**

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

The doctoral degree corresponds to level 8 of the German Qualifications Framework/ European Qualifications Framework.

#### **8.6 Grading Scheme**

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

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

#### **8.7 Access to Higher Education**

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

Applicants with a qualification in vocational education and training but without a school-based higher education entrance qualification are entitled to a general higher education entrance qualification and thus to access to all study programmes, provided they have obtained advanced further training certificates in particular state-regulated vocational fields (e.g. *Meis-*

ter/Meisterin im Handwerk, Industriemeister/in, Fachwirt/in (IHK), Betriebswirt/in (IHK) und (HWK), staatlich geprüfte/r Techniker/in, staatlich geprüfte/r Betriebswirt/in, staatlich geprüfte/r Gestalter/in, staatlich geprüfte/r Erzieher/in). Vocationally qualified applicants can obtain a *Fachgebundene Hochschulreife* after completing a state-regulated vocational education of at least two years' duration plus professional practice of normally at least three years' duration, after having successfully passed an aptitude test at a higher education institution or other state institution; the aptitude test may be replaced by successfully completed trial studies of at least one year's duration.<sup>x</sup>

Higher Education Institutions may in certain cases apply additional admission procedures.

### 8.8 National Sources of Information

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

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

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

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

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

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

<sup>vi</sup> Specimen decree pursuant to Article 4, paragraphs 1 – 4 of the interstate study accreditation treaty (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 21 November 2024).

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

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

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

<sup>x</sup> Access to higher education for applicants with a vocational qualification, but without a school-based higher education entrance qualification (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 6 March 2009).