

**Examination and Study Rules**  
**for the Distance Learning Master's Programme Architecture and Environment**  
**of the University of Wismar**  
**University of Applied Sciences: Technology, Business and Design**

dated 17 June 2016

as amended by the Statutes for the Amendment of the Study and Examination Rules for the Distance Learning and Online Study Programmes of the University of Wismar, University of Applied Sciences: Technology, Business and Design dated 21 April 2017

## **Table of Contents**

### **I. General Provisions**

§ 1 Scope of Application

### **II. Miscellaneous**

§ 2 Standard Period of Study

§ 3 Degree

§ 4 Admission Requirements

### **III. Examinations**

§ 5 Examination Committee

§ 6 Types of Examination Requirements

§ 7 Course Certificates

§ 8 Module Examinations

§ 9 Assessment of the Individual Examination Requirements, Module Grading

§ 10 Repetition of Examinations

### **IV. Master's Thesis and Colloquium**

§ 11 Master's Thesis and Colloquium

§ 12 Final Degree

### **V. Study Rules**

§ 13 Object of the Study Rules

§ 14 Aim of the Study Programme

§ 15 Start of Studies

§ 16 Structure of the Study Programme

§ 17 Contents of the Study Programme

§ 18 Teaching and Study Formats

§ 19 Student Counselling Service

### **VI. Final Provisions**

§ 20 Provisional Regulations

§ 21 Coming into Effect

### **Annexes**

Annex 1 Examination Plan

Annex 2 Study Plan

Annex 3 Diploma Supplement

## **I. General Provisions**

### **§ 1**

#### **Scope of Application**

(§ 1 Framework Examination Rules)

These Examination and Study Rules are applicable for the distance learning Master's programme Architecture and Environment of the University of Wismar, University of Applied Sciences: Technology, Business and Design. The Framework Examination Rules of the University shall be directly applicable where no specific regulations are contained in these Examination and Study Rules.

## **II. Miscellaneous**

### **§ 2**

#### **Standard Period of Study**

(§ 2 Framework Examination Rules)

The standard period of study is four semesters and can be extended to six semesters depending on the qualifications acquired with the first academic degree qualifying for a profession. It includes the theoretical semesters, the module examinations of the core and elective courses, as well as the time required for writing the master's thesis.

### **§ 3**

#### **Degree**

(§ 3 Framework Examination Rules)

For the successful master's exam the academic degree "Master of Science" (M.Sc.) is awarded by the University of Wismar.

### **§ 4**

#### **Admission Requirements**

(§ 4 Framework Examination Rules)

(1) According to § 4 of the Framework Examination Rules, a first career-qualifying academic degree in architecture, as well as proof of pertinent qualified professional practice of normally at least one year in related fields relevant to the study programme after the first academic degree, as well as the following further requirements must be fulfilled for admission:

1. Bachelor degrees for which at least 180 credits were earned or other equivalent degrees are recognised as first career-qualifying academic degrees. For the master's degree, 300 credits must be earned – including the credits earned in the previous study programme until the second career-qualifying degree.
2. Applicants who are not native German speakers must furnish proof of German language proficiency of at least level C1 of the Common European Framework of Reference for Languages. If the study programme is taught in English, applicants who are not native English speakers must prove sufficient knowledge of the English language. A

certificate of a Test of English as a Foreign Language (TOEFL) that has been successfully completed with at least 550 points, or of an equivalent test with an equivalent result, shall be recognised as proof. The examination office shall decide if the language proficiency is sufficient.

(2) If an applicant can not furnish proof of at least 210 credits earned during the first career-qualifying study programme before the decision on the admission to the Master's Programme, 30 further credits must be earned or comparable study and examination requirements fulfilled in elective courses offered in the study programme before admission to the Master's thesis. The standard period of study shall be extended to a maximum of six semesters depending on the additional requirements to be fulfilled.

The examination committee shall decide on the elective modules to be chosen taking account of the applicant's proposal and after consultation with the director of the study programme.

An insufficient number of credits can be compensated by recognized equivalent competences relevant to the study programme, which have been acquired in professional practice; a proven professional practice of at least 1 1/2 years shall be required to compensate for 30 credits. Competences acquired in a qualified professional activity requiring at least a bachelor degree must be proven to be recognized as equivalent to study requirements. Recognition shall only be possible if the competences acquired in a professional activity are proven to the examination committee. Proof can be furnished by way of written documentation as well as by additional documents such as papers, project reports and lectures with accompanying written compositions. Also internal publications can be submitted as proof of the acquired competences. These shall upon request be outlined in an oral discussion with the examination committee. Competences acquired in professional practice can also be proven by a placement test in accordance with the placement test rules. For professional recognition see the guidelines of the respective Chamber of Architects, the EU directive for the recognition of professional qualifications 2005/36/EU, or respectively UNESCO/UIA standard (also see sec. 14 para. 1).

(3) If there is no numerus clausus, admission to the distance learning master's programme may only be denied if successful completion of the study programme is not expected. Successful completion is not expected if the total degree of the first career-qualifying study programme is lower than 2.7 and the applicant has not furnished further proof of subject and study specific qualification which would, in an overall appraisal, lead to a positive prognosis of success. The examination committee can decide to invite the applicant to an interview to clarify the prospects of success.

### **III. Examinations**

#### **§ 5**

#### **Examination Committee**

(§ 5 Framework Examination Rules)

An examination office for the distance learning programme at the University is responsible for all tasks and decisions concerning the examination procedure, as well as for any further tasks as described in these rules.

#### **§ 6**

#### **Types of Examination Requirements**

## (§ 6 Framework Examination Rules)

(1) For modules in which seminar papers, project works or draft projects must be completed as examination requirement, participation in the lectures and seminars is mandatory, as preparatory and active participation is required in order to achieve the learning target.

(2) The following types of examination requirements can be passed:

- a) Oral exam,
- b) Tests and other written exams,
- c) Homework/exercises
- d) Paper/presentation,
- e) Design project/project work/impromptu
- f) Alternative examination requirements include:
  - papers,
  - computer programmes,
  - case studies, participation in simulations,
  - role plays,
  - discussion moderations,
  - colloquiums,
  - other written papers,
  - experimental work,
  - constructive or graphic designs (design projects, impromptu concepts, presentations).

(3) An experimental work includes the theoretical preparation, design and implementation of an experiment, as well as the written description of the work stages, the procedure and the results of the experiment.

(4) An impromptu is the unsupervised work on a minor task (concept) to be completed within a period of one week at the most, the result of which must be presented in a colloquium or critically reflected within the scope of one or more seminar sessions.

(5) The examinations to be completed in the individual modules are described in the study plan (Annex 1).

## **§ 7**

### **Transcript**

(§10 Framework Examination Rules)

The result of the assessment of academic achievements required for the admission to a module examination shall be communicated to the students at the latest one week before the date of the respective examination.

## **§ 8**

### **Module Examinations**

(§ 12 Framework Examination Rules)

(1) The faculty shall only be obliged to offer an elective module if at least five participants are enrolled.

(2) Candidates shall only qualify for grading of examination requirements if they registered for the respective module examination in due form and time. The registration must be submitted to the examination office using the relevant form provided for this purpose. The examination office sets a deadline for the registration for an examination. There must be at least four weeks between the end of the application period and the respective examination date.

(3) Registration for a module examination can be withdrawn without stating a reason until at the latest one week before the respective examination date by submitting an informal written statement to the examination office.

### **§ 9**

#### **Grading of the Individual Examination Requirements, Module Grade** (§16 Framework Examination Rules)

(1) The grades for the individual examination requirements are assessed by the respective examiners. The following grades apply for the grading of the examination requirements:

1.0; 1.3	= very good	= excellent performance;
1.7; 2.0; 2.3	= good	= performance significantly above the average requirements;
2.7; 3.0; 3.3	= satisfactory	= performance fulfilling the average requirements;
3.7; 4.0	= sufficient	= performance fulfilling the requirements despite deficiencies;
5.0	= insufficient	= performance not fulfilling the requirements due to considerable deficiencies.

(2) If a module exam consists of several examination requirements, the module grade shall be calculated on the basis of the average of the grades awarded for the individual examination requirements, taking into account their weight according to the credit points:

$$\text{Module grade} = \frac{\text{Total (examination requirements * CR)}}{\text{(Total CR)}}$$

(3) The grades for written examination requirements must be communicated at the latest four weeks after the respective examination has been taken.

(4) The module PM 08 Master's Seminar shall be graded pass/fail.

### **§ 10**

#### **Repetition of Examinations** (§19 Framework Examination Rules)

(1) Module examinations that have been failed for the first time shall be considered not taken if they have been taken within the standard period of study and at the regular examination dates according to the Examination Plan (free trial).

(2) A failed master's thesis can be repeated once with a new subject. The new subject must be applied for with the examination committee at the latest six months after the notification of the grade for the first master's thesis.

#### **IV. Master's Thesis and Colloquium**

##### **§ 11**

##### **Master's Thesis and Colloquium** (§§20 and 21 Framework Examination Rules)

- (1) Registration for the master's thesis shall be possible for students who have earned at least 250 credit points including their first course of studies.
- (2) The processing time for the master's thesis is 24 weeks. The examination committee may in exceptional cases extend the period by four weeks at the most upon substantiated request, which must be supported by the supervisor. The written request must be addressed to the chairman of the examination committee and submitted to the examination office.
- (3) Candidates may submit proposals for the topic of the master's thesis to the supervisors, which can but do not have to be taken into account.
- (4) The master's thesis topic can only be rejected once and within the first six weeks of the processing time. The new topic proposal must be submitted within 10 weeks.
- (5) Students can work in teams on their master's thesis, if a clear distinction and assessment of the individual candidates' contributions is possible on the basis of the indicated sections, pages or other objective criteria.
- (6) Three copies plus one digital version of the master's thesis must be submitted to the examination office of the University of Wismar in due time.
- (7) The master's thesis must be written in German or English.
- (8) The master's thesis shall be graded within a period of six weeks.
- (9) The thesis defence shall take place within a colloquium open to the university public. Only candidates who have completed all other modules and have earned at least 276 credits including the credits earned during their first course of studies are eligible.
- (10) The colloquium grade shall count as 25% of the master's thesis grade.

##### **§ 12**

##### **Composition of the Final Grade** (§ 22 Framework Examination Rules)

- (1) The total grade shall be composed of the module grades and the master's thesis grade (including colloquium). The module grades shall count as 2/3, the master's thesis including colloquium as 1/3 of the total grade.

(2) For excellent performances with a total average above 1.3, the overall assessment "passed with distinction" is awarded, if the first examiner of the master's thesis supports this assessment.

## **V. Study Rules**

### **§ 13 Object of the Study Rules**

The purpose of these Study Rules is to provide students with information and advice for a reasonable organisation of their studies. At the same time, it serves as a basis for student counselling and curriculum planning by the faculty.

### **§ 14 Aims of the Study Programme**

(1) The master's programme Architecture and Environment is a non-consecutive distance learning programme and builds on a first career-qualifying degree in architecture; the master's degree as a second career-qualifying degree enables the graduates to get enrolled in the relevant list of architects after two or three years of practice, depending on the legal regulations applicable to the Chamber of Architects/ Construction. With the master's programme Architecture and Environment, the qualification for admission to the protected profession of an architect according to the EU system for the recognition of professional qualifications is acquired. The conditions of the UNESCO/UIA Charta for Architectural Education are fulfilled if no period of professional practice is recognised in the scope of the admission to the course of studies.

(2) The master's programme Architecture and Environment is designed as an extra-occupational, career-integrated study programme where students are expected to study independently and attend regular in-class lectures.

(3) With the master's programme, the University of Wismar conveys the background of the discipline and enables students to apply scientific methods and knowledge, as well as the specialised know-how required for the transition to the professional practice. Accordingly, the course of studies aims to convey the ability to perform independent academic work, apply the methodology of the discipline and acquire theoretical and analytical skills. The programme further aims to convey key qualifications, develop intellectual and social competences, and promote the personality development. At the end of their studies, students are expected to have an overview of the relevant issues and background of the discipline and to be able to analyse also complex problems independently in their context, develop appraisals and solutions on a scientifically sound basis and realise them in a social, ecologic and economic environment.

### **§ 15 Start of Studies**

Students can take up their studies in the fall semester. Students who must earn 30 credits in elective courses can also take up studies in the spring semester.

## **§ 16**

### **Structure of the Study Programme**

(1) The study programme is structured in modules. Modules are self-contained teaching units; the successful completion of the modules is documented by a module exam which must be passed in order to earn credit points according to the European Credit Transfer System (ECTS).

(2) Modules can be combined to joint courses. Courses of combined modules can only be attended together.

(3) The number of credits, the individual modules, as well as the type of classes per semester are described in the study plan (Annex 2).

In the third semester, a specialisation in urban planning or building can be chosen. In any case, the specialisation chosen by the majority of the students will be offered. The alternative specialisation will be offered if at least six students have registered for it.

## **§ 17**

### **Contents of the Study Programme**

The courses offered in the Master's Distance Learning Programme Architecture and Environment include the core and elective modules described in more detail in the module handbook with the following topical fields of competence:

#### 1st Semester

PM 01 General Sciences  
PM 02 Presentation and Design  
PM 03 Planning and Design  
PM 04 Energy-efficient Architecture

#### 2nd Semester

PM 03 Planning and Design  
PM 05 Resource-efficient, Low-pollutant Architecture  
PM 06 Architecture and Environment

#### 3rd Semester

In the third semester, students chose a specialisation in urban planning or building. In any case, the specialisation chosen by the majority of the students will be offered. The second specialisation will be offered if at least six students have registered for it.

PM 07(A) Urban Planning  
PM 06 Architecture and Environment  
PM 08 Master's Seminar

or

PM 07 (B) Refurbishment  
PM 06 Architecture and Environment  
PM 08 Master's Seminar

According to the specialisation PM 07 (A) Urban Planning or PM 07 (B) Refurbishment, respective five sub-modules must be chosen.

4th Semester  
PM 09 Master's Thesis

### **§ 18 Teaching and Learning Forms**

(1) Learning forms in the distance learning Master's Programme Architecture and Environment include:

- Independent study: autonomous analysis of study- and exam-relevant contents using study letters and online support, including preparation and follow-up of the teaching contents of in-class seminars
- In-class seminars: teaching in lectures, seminars or tutorials,
- Telecommunication: (forum, email, chats, telephone, etc.).

(2) The types course included in the individual modules are described in the study plan (Annex 2).

### **§ 19 Student Counselling Service**

(1) The distance learning division of the University of Wismar shall be available to all students for counselling services regarding general questions. In addition to this, WINGS GmbH shall be available for any specific questions regarding this study programme.

(2) The University of Wismar shall also provide information on the study programmes offered by the University in the scope of their general counselling services.

(3) Any specific questions regarding organisation including examinations shall be answered by the programme directors of the study area Architecture of the Design Faculty or the counselling service for the study programme at WINGS GmbH. Counselling for the specific study programme should take place especially when choosing the modules before course studies begin, in the case of failed examinations, and when planning a leave of semester.

## **VI. Final Provisions**

### **§20 (Provisional Regulations)**

### **§ 21 (Coming into Effect)**