

Examination and Study Regulations for the Master Programme World Heritage Studies (WHS)

as of 29. September, 2008

On the grounds of § 2 paragraph 1 sentence 2 in connection with §§ 9 paragraph 2 sentence 1, 13 paragraph 2 sentence 1, 74 paragraph 1 number 1 of the law on Higher Education in Brandenburg - Brandenburgisches Hochschulgesetz (BbgHG) of May 20th, 1999 (GVBl. I S. 130) in the valid form – the Brandenburg University of Technology in Cottbus (BTU) sets itself the following statute:

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Preamble

Regarding the nature of its Bachelor and Master programmes, the BTU has come to an agreement on universally obligatory general regulations concerning the regulation of studies and examinations. They are components of every regulation and are complemented by subject-related regulations, which contain and regulate the specifications of the individual programme. The agreement on procedures that apply to the whole university in organizing and structuring modular programmes as well as in the implementation and management of performance verifications that accompany the studies is meant to achieve transparency on one hand and to minimize the administrative effort on the other. Furthermore, this strives to define and document the duties and rights of all involved in teaching and studying, which set the framework for successful and fruitful studies. The responsible and dedicated development of the content of a programme by students and faculty alike will be supported by this formal framework.

The development of the general regulations followed a university-wide discussion. Students, faculty and faculty-supportive staff work together on the implementation and continuing development of the regulation. All involved are responsible for adding their experiences of the application to the discussion on continuing development and thereby contribute to a continuous improvement of quality.

I. General Regulations

All general regulations of the Examination and Study Regulation for Master Programmes (RahmenO-Ma) in its effective version are valid.

II. Subject-Related Regulations

§ 28 Scope of Validity

These subject-related regulations regulate the order and structure of the Master Programme World Heritage Studies for the students. They are only valid in connection with the general regulations of the Master Programme in Section I.

§ 29 Goal of the Programme

The more application-oriented international Master Programme World Heritage Studies has been developed based on the UNESCO Convention Concerning the Protection of the World Cultural and Natural Heritage. The programme has close relations with the management of German and international World Heritage Sites, international partner universities and organisations, especially the UNESCO. WHS graduates shall be able to recognise and theoretically capture economic, social, cultural and political processes regarding heritage in connection to nations, landscapes or ethnic groups. They shall be able to acquaint themselves with particular issues in different cultural backgrounds to evaluate specific cultural and natural criteria. They shall be able to design concepts for the maintenance of heritage sites against a national or international context.

The aim of the Master programme is to educate leaders with professional knowledge and further-reaching skills and abilities. WHS graduates should be personalities able to link processes of global academic and economic developments with processes of global, but also local and regional cultural development. Insofar, international scope as well as particularity, interdisciplinary approaches and specific knowledge are constitutive parts of WHS.

The protection and maintenance of the world's cultural and natural heritage as well as its sustainable use has become a concern of all peoples. WHS aims to transfer this global political and cultural issue of the world community on the local, regional and national level thus raising people's awareness. Meeting the challenge of problems caused by the internationalisation of cultures and society required strategies for conflict resolution. WHS aims not least at providing international students with concepts and methods to cope with such conflicts thus enabling them to be aware of themselves as active members of the world community and act accordingly.

§ 30 Graduation, Degree

Upon successful completion of the Master Programme "World Heritage Studies" the academic degree "Master of Arts" (M.A.) is awarded.

§ 31 Additional Admission Requirements

Following prerequisites supplement § 4:

- (1) Applicants must have a degree as described in §4 paragraph 2 in cultural studies or equivalent qualifications. Equivalence is determined by the exam board on the basis of the application material.

- (2) Foreign and German applicants have to provide proof of sufficient knowledge of the English language (*TOEFL, paper-based* min. 550 points, *computer-based* min. 213 points, *internet-based* min. 79 points; Cambridge Certificate in Advanced English (CAE) min. grade "B", Cambridge Certificate of Proficiency in English (CPE) min. grade "B", IELTS min. 6.5 or equivalent). Exceptions are determined by the exam board.
- (3) Applicants must provide a comprehensive curriculum vitae with details of their academic and professional career and research and work interests, a letter of motivation describing their reasons for choosing the programme as well as two letters of recommendation or references from current or previous employers.

§ 32 Structure and Form of the Programme

- (1) The Master Programme WHS comprises:
 - The Module Introduction/Coaching finished by a performance verification as listed in Appendix 1 with a total of 6 credits. Introduction/Coaching has to be completed in the first semester.
 - The Module WHS-Body of Knowledge as listed in Appendix 1 with a total of 6 credits. This Module also has to be completed in the first semester.
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 - Two compulsory elective modules each in the areas
 - Humanities and Social Sciences;
 - Management;
 - Art, Architecture and Conservation;
 - and one compulsory elective module in the area Natural Heritage and Cultural Landscapes according to the catalogue of modules listed in Appendix 1

or alternatively

- Two compulsory elective modules each in the areas
 - Humanities and Social Sciences;
 - Management
 - Natural Heritage and Cultural Landscapes;
 - and one compulsory elective module in the area Art, Architecture and Conservation according to the catalogue of modules listed in Appendix 1.
 - Further optional modules from the catalogue of modules listed in Appendix 1 totalling 12 credits. The recognition of complementary modules is regulated by § 22 of the general regulations.
 - 2 Study Projects comprising 12 credits each.
 - The Master's Thesis including defence comprising 30 credits.
- (2) The programme starts only in the winter semester.
 - (3) The instruction language is English.
 - (4) Students are strongly recommended to pass an extracurricular internship preferably before starting their studies. The internship is aimed to get the students acquainted with

practical knowledge for their further career as World Heritage Managers. Details for the voluntary internship can be found in Appendix 3.

§ 33 Mentors and Curriculum

- (1) Mentors support the students in the selection of their modules from the individual areas according to Appendix 1 and give advice regarding the individual compliance with deadlines and exam requirements.
- (2) All teaching staff in the programme World Heritage Studies who are at the same time members of the BTU can act as mentors.
- (3) In individual cases, mentors have the right to decline or pass on the supervision of a student. Students have the right to change their mentor.

§ 34 Examination Deadlines and Admission to the Master's Thesis

- (1) The examination entitlement expires if
 - less than 40 credits have been achieved until the start of the third semester.
 - less than 90 credits have been achieved until the start of the fifth semester.
 - the Master's thesis has not been registered 3 month after the completion of all modules.
- (2) Students who miss the above mentioned deadlines without justified reasons according to § 16 paragraph 2. can be exmatriculated when requested by the examination board.

§ 35 Scope and Time Required for the Master's Thesis, Including Defence

- (1) Admission to the Master's Thesis is possible upon the completion of 90 credits in the modules listed in §32.
- (2) The thesis has to be completed in four months. An extension of one month is possible upon application which is decided upon by the exam board. The defence takes place at least two weeks and not later than four weeks after the written work has been handed in.
- (3) In addition to § 20 paragraph 1 a further written copy of the work as well as an electronic version for plagiarism scrutiny have to be handed in to the programme coordinator. The thesis has to include a half page summary.

§ 36 Grading of the Master's Thesis

- (1) The Master's thesis is successfully completed if all parts are awarded at least the grade "sufficient".
- (2) The grade of the Master's thesis is determined according to § 12 paragraph 4. The grade is calculated as a ratio of 75 percent for the written work (consisting of the rounded arithmetic mean of all grades for the written work) and 25 percent of the defence.

§ 37 Efficacy; Interim Regulations; Invalidation

- (1) These regulations come into force the day after they had been published.
- (2) Students having already achieved performance verifications in the Master programme in World Heritage Studies when those regulations enter into force complete their studies according to the hitherto effective exam and study regulations of the Master pro-

gramme. Students starting their studies in the winter semester 2007 complete their studies under this present regulation.

- (3) The entitlements deriving from paragraph 2 regarding teaching duties and possibilities to take exams expire within two years of the entry into force of these present regulations.

Approved and executed on the grounds of the decision of the Faculty Council of the Faculty of Architecture, Urban Planning and Civil Engineering of May 15th, 2008, the comment of the Senate of the Brandenburg University of Technology Cottbus of July 10th, 2008, the approval by the President of the Brandenburg University of Technology Cottbus of September 29th, 2008 and the notification of the Ministry of Science, Research and Culture of the State of Brandenburg with writ of September 24th, 2008.

Cottbus, 29. September 2008

The President

Appendices

Appendix 1: Module Overview

Appendix 2: Exemplary Timetable

Appendix 3: Internship Notes

Appendix 1 Module Catalogue World Heritage Studies

I. Mandatory Modules

Introduction/ Coaching	37-4-07	Ex	6 CP
World Heritage Studies – Body of Knowledge	37-4-08	Ex	6 CP
Study Project 1	37-4-10	Ex	12 CP
Study Project 2	37-4-11	Ex	12 CP
Master Thesis	37-4-09	Ex	30 CP

II. Compulsory Electives and Optional Modules

Modul Area 1: Humanities and Social Science

Discourse on Culture and Heritage	37-1-02	Ex	6 CP
Intercultural Competence	37-1-01	Ex	6 CP
Culture and Globalisation	37-4-04	Ex	6 CP
Legal Aspects of Heritage	41-4-07	Ex	6 CP
Social Change and Continuity	37-1-06	Ex	6 CP

Modul Area 2: Art, Architecture and Conservation

Conservation/ Building in Existing Fabric	25-1-06	Ex	6 CP
Archaeology/ History of Architecture	25-4-03	Ex	6 CP
Applied Art History and Museology	25-5-04	Ex	6 CP
Urban Planning - Life, Work and Recreation in the Future	24-1-03	Ex	6 CP
Architecture, City, Space	22-5-04	Ex	6 CP

Modul Area 3: Natural Heritage and Cultural Landscapes

Ecology	41-1-02	Ex	6 CP
Geological Heritage	42-4-14	Ex	6 CP
Philosophy of Technology and Nature	13-1-09	Ex	6 CP
Cultural Landscapes	41-4-08	Ex	6 CP

Modul Area 4: Management

Heritage Management and Management Plans	25-4-19	Ex	6 CP
Cultural Management	37-5-01	Ex	6 CP
Tourism	37-4-05	Ex	6 CP
Fundraising and Finance for Heritage	37-4-06	Ex	6 CP
Marketing, PR, Media	38-4-24	Ex	6 CP

Appendix 2 Exemplary Timetable

The following timetable is exemplary, mandatory elements in the first semester are "Introduction/ Coaching" and "World Heritage Studies – Body of Knowledge"

1. Semester	2. Semester	3. Semester	4. Semester
Introduction/ Coaching	Compulsory Elective	Compulsory Elective	Master Thesis
World Heritage Studies - Body of Knowledge	Compulsory Elective	Compulsory Elective	
Compulsory Elective	Optinal/ Complementary	Optional/ Complementary	
Compulsory Elective	Study Project	Study Project	
Compulsory Elective			
30 Kreditpunkte	30 Kreditpunkte	30 Kreditpunkte	30 Kreditpunkte

Appendix 3 Internship Notes

1. Aim of the Internship

The internship in the field of heritage management shall convey insights into different professional fields for World Heritage graduates, thus complementing their skills and knowledge.

2. Type and Duration of the Internship

- (1) The internship shall endure at least 12 weeks.
- (2) It can be accomplished in three parts of at least 4 weeks each.
- (3) The internship consists of practical activities in the field if the protection and the use of World Heritage Sites.
- (4) The internship can be accomplished at German or foreign, public and private organisations.

3. Implementing the Internship

- (1) The intern is responsible to find her or his internship place in own responsibility.
- (2) Offers of internship places will be publicised in a suitable manner.
- (3) The intern has to conclude a written agreement with the internship company detailing the rights and duties of both intern and the internship company as well as the type and duration of the internship.

4. Proof and Recognition of the Internship

- (1) The internship institution has to provide a certificate stating explicitly the type and duration of work.
- (2) Holidays, sick leave and other days absent will not be counted as internship days and have to be noted on the certificate.
- (3) If the internship is completed during the study programme the intern has to hand in an internship report of a maximum 5 pages giving a timeline of activities including participation in related professional events as well as an extensive description, discussion and evaluation of the work during the internship.
- (4) The report has to be countersigned by the internship company.

6. Acceptation of the internship

- (1) The voluntary internship can be mentioned as special activity within the diploma supplement, if accepted under these regulations.
- (2) Upon request of the student the Faculty decides if the internship conforms to the regulations and can thus be accepted
- (3) Originals of the certificate given by the internship company and the internship report have to be presented to the responsible officer of the Faculty for recognition.

- (4) The examination board of the programme decides on the implementation and interpretation of those rules in cases of doubt.