

**Subject-specific examination regulations for the joint
“Digital Media” Masters programme
of the University of the Arts Bremen and the University of Bremen**

Dated June 29th 2016

The vice chancellors of the University of the Arts Bremen and the University of Bremen approved the following examination regulations on June 29th 2016 in accordance with Paragraph 110 Section 3 of the Bremen Higher Education Act (“*Bremisches Hochschulgesetz*”, BremHG) from 9 May 2007 (Brem.GBl. p. 339) in combination with Paragraph 62 BremHG as introduced on 9 May 2007 (Brem.GBl. p. 339), last modified by Article 1 of the Act to Change the BremHG from 22 March 2016 (Brem.GBl. p. 203):

These subject-specific examination regulations apply to:

- students at the University of Bremen in combination with the general examination regulations for Masters programmes at the University of Bremen from 27 January 2010,
- students at the University of the Arts Bremen in combination with the general examination regulations for Masters programmes at the University of the Arts Bremen from 9 February 2011

in their current versions.

The general examination regulations of the university at which the module is offered apply unless otherwise stated herein.

§ 1

Scope of studies and degree

(1) To successfully complete the Masters programme “Digital Media”, a total of 120 credit points (CP) according to the European Credit Transfer and Accumulation System must be achieved. This corresponds to a regular study duration of 4 semesters.

(2) Upon successful completion of the Masters examinations, the University of Bremen will award the academic degree of “Master of Science” (abbreviated to MSc) for those studying Media Informatics at the University of Bremen. Those studying Media Design at the University of the Arts Bremen will receive the academic degree of “Master of Arts” (abbreviated to MA).

§ 2

Structure of studies, modules and credit points

(1) Students may follow a course of study in either Media Informatics (award of MSc degree) or Media Design (award of MA degree). The University of Bremen awards degrees for studies in Media Informatics and the University of the Arts Bremen awards degrees for studies in

Media Design.

(2) A minimum of 60 credit points (CP) must be achieved from the university at which the student is enrolled.

(3) The course of studies includes modules as described in annexes 1 and 2. Where study content is indicated as part of compulsory modules, it is generally possible to freely choose from the range of courses offered within the same module (obligation to choose compulsory courses); the only exception to this is the "Introduction to Digital Media" module.

The Masters programme is organised as follows:

1. Media Informatics course of study:
 - Informatics (I) with 12 CP
 - Design (G) with 12 CP
 - Media Studies (W) with 6 CP
 - Complementary and integrated content (E) with 60 CP
 - Masters thesis (M) with 30 CP
2. Media Design course of study:
 - Informatics (I) with 12 CP
 - Design (G) with 12 CP
 - Media Studies (W) with 6 CP
 - Complementary and integrated content (E) with 66 CP
 - Masters thesis (M) with 24 CP

(4) Modules indicated as compulsory for the degree programme will begin each year during the winter semester.

(5) All modules are held in the English language.

(6) The courses that make up each module are identified in the module description.

(7) Courses take place according to Paragraph 6 Section 1 AT MPO of the University of Bremen. Furthermore, courses take place in the following formats:

- course (teaching/learning format with lectures and practical elements),
- software development work,
- projects (activities in which students work in a group or individually to work on a complex problem),
- design exercise (working on problems and tasks in conceptual design, drafting and practical implementation),
- small group (mentoring of small groups by teaching staff),
- plenary (presentation and discussion of problems and working steps of the Masters thesis).

(8) Students select a Masters project that is usually completed during the 3rd semester of study.

(9a) For the "Masters Project" module, a wide range of options covering varying topics will be provided. The "Project Preparation" module must be filled depending on specific project chosen; this module is intended to prepare students for carrying out the Masters project. The courses available in the "Project Preparation" module and any electives will be announced

when the Masters projects are presented.

(9b) The following applies to the Media Design programme of study: Students will develop a Masters project alone or in groups. Those doing Masters projects in media design should join the “Project Preparation” module at the University of the Arts.

(9c) Upon request to the examination committee, and provided there is sufficient capacity available, students may take the “Project Preparation” module at the other university from the one at which they are enrolled.

§ 3

Examinations

(1) Examinations are carried out in the formats defined in Paragraphs 8 ff. AT MPO of the University of Bremen. Examinations may also be carried out in the formats detailed in annex 3. The examinations committee may authorise additional examination formats if requested by an examiner.

(2) Resits according to Paragraph 20 Section 4 AT BPO can be taken in an alternate format to the original exam.

(3) At the commencement of teaching sessions for a module, the tutor will provide information on the relevant deadlines and scope of examinations. Students will be heard at this time. If a tutor intends to provide a written examination paper, then s/he must also offer an alternative examination format, e.g. oral examination.

(4) The “Free Electives” module allows students to select two additional courses in order to achieve the required number of credit points.

§ 4

Consideration of academic achievements and credits

(1) Academic achievements and credits will be considered according to the applicable regulations of the university at which the module is offered and for which credit is to be given.

(2) Students may apply to the examinations committee to have credits from courses not delivered in the English language recognised for the Digital Media Masters programme. Credit for modules and courses from the Digital Media Bachelors programme that has not already been considered can be recognised as part of the “Free Electives” module for the Digital Media Masters programme upon application to the examination committee by the student.

§ 5

Eligibility requirements

Except for the requirements detailed in Paragraph 6 Section 1, there are no eligibility requirements for modules.

§ 6

Masters thesis module (incl. colloquium)

(1) A minimum of 60 CP must have been achieved from the Digital Media Masters programme in order to register for the “Master Thesis” module. The compulsory module “Introduction to Digital Media” must have been completed.

(2a) The University of Bremen awards 30 CP for the Masters thesis (including colloquium) in the Media Informatics course of study.

(2b) The University of the Arts awards 24 CP for the Masters thesis (including colloquium) in the Media Design course of study.

(3) A period of 5 months is allocated for working on the Masters thesis. The examinations committee may approve a one-time extension of up to 2 months upon application where valid grounds for such an extension exist.

(4) The following applies to the Media Design programme of study: The Masters thesis can be made up of two parts. The first part ensures the deadline for submission of the Masters thesis is met according to Paragraph 18 Section 10 AT MPO of the University of the Arts. The second part is intended to document the colloquium and/or the entire Masters thesis.

(5) The Masters thesis is produced alone or as a group of 2 people. In the case of group work, the contribution made by of each member of the group must be clearly identifiable, definable and evaluable.

(6) The Masters thesis is to be submitted in English. The examination committee may authorise a different language upon request, provided that supervision and evaluation can be assured.

(7) The examination committee appoints a first and second marker in each case. The first marker must be an authorised examiner for the field of study of the degree being pursued (media informatics or media design) at the relevant university. One of the markers must hold professor status. The examinations committee may permit exceptions to this where sufficient grounds exist.

(7a) Supervision of the Masters thesis in the media informatics field of study for a Master of Science degree is subject to Paragraphs 10 and 11 AT MPO of the University of Bremen.

(7b) Supervision of the Masters thesis in the media design field of study for a Master of Arts degree is subject to Paragraph 18 AT MPO of the University of the Arts.

(8) A colloquium will take place in each field of study for the Masters thesis.

(8a) The following applies for the media informatics field of study with regards to acceptance to enter the colloquium: Acceptance to the colloquium requires that the Masters thesis has been given a minimum grade of “satisfactory” by both assessors and is therefore considered to have been successfully completed.

(8b) The following applies for the media informatics field of study with regards to the marking process: The grade awarded for the Masters thesis is determined according to Paragraph 10 Section 13 AT MPO of the University of Bremen.

(8c) The following applies for the media informatics field of study with regards to determining the overall grade for the Masters thesis module: An overall grade is determined for the Mas-

ters thesis and colloquium. The Masters thesis accounts for two thirds (66.7%, i.e. 20 CP) and the final colloquium accounts for one third (33.3%, i.e. 10 CP) of the overall grade.

(8d) The following applies for the media design field of study with regards to determining the overall grade for the Masters thesis module: An overall grade is determined for the Masters thesis and Masters colloquium.

(9a) The following applies for the media informatics field of study with regards to the examination deadlines: Evaluation of the Masters thesis should be completed within three weeks and the colloquium within four weeks after submission of the Masters thesis. The examination committee may grant a reasonable extension to this deadline for examiners with a high number of theses to assess. Students affected by this rule must be informed by the examination committee that the marking deadline has been extended and given the date of the new extended deadline.

(9b) The following applies for the media design field of study with regards to the examination deadlines: The Masters colloquium should be carried out within four weeks after submission of the Masters thesis. If the Masters thesis consists of two parts, the Masters colloquium and submission of the second part should take place within four weeks after submission of the first part of the Masters thesis. Once the colloquium is completed and all required work is submitted, the final grade should be issued by the examiner within one week.

§ 7

Overall grade of Masters examination

The overall grade is determined from the grades of the completed modules weighted according to the number of credit points awarded for that examination. Ungraded credits are not included.

§ 8

Examination committee

The examination committee consists of

- three members of the degree programme who are university lecturers,
- one member of the academic staff for the degree programme,
- one student from the degree programme.

Members and their representatives from the lecturer and academic staff groups are elected for a period of three years and members and their representatives from the student body are elected for a period of one year by the representatives of their respective groups in the Mutual Decision-Making Committee (*Gemeinsam beschließenden Ausschuss, GbA*). Non-members of the GbA may also be elected to the examination committee.

§ 9

Inception and transitional measures

(1) These examination regulations come into force upon approval by the vice chancellors of the University of the Arts Bremen and the University of Bremen with effect from 1 October 2016. They will be published in the Official Gazette of the Free Hanseatic City of Bremen. They apply to students joining the “Digital Media” Masters programme from the winter semester 2016/17.

(2) Students who were already pursuing the joint Digital Media Masters programme of the University of Bremen and the University of the Arts before the winter semester 2016/2017 and have not yet begun examination proceedings for the Masters thesis module will switch to using these examination regulations. Any credits already earned will be recognised. In the event of any uncertainty, the relevant examination committee will make a decision on a case by case basis.

(3) Students who were already pursuing the joint Digital Media Masters programme of the University of the Arts and the University of Bremen before the winter semester 2016/2017 and have already begun examination proceedings for the Masters thesis module may request to switch to these examination regulations.

The examination regulations from 8 June 2011 will no longer apply from 30 September 2017. Section 3 remains unaffected by this.

Approved, Bremen, June 28th 2016

The vice chancellors of the University of the Arts
Bremen and the University of Bremen

Attachments:

Attachment 1: Module scheme

Attachment 2: Module List Master Digitale Medien

Attachment 3: Additional forms of exams.

Attachment 4: Recommendation for modules (reserved)

Attachment 1: Module scheme

the Module scheme is a recommendation for the pursuing of Digital Media Masters programme. Modules could be attendet in a different order.

		Compulsory Modules (choices could be made within the courses)					CP/ semester
1st year	1st Sem.	M-MA-1 Introduction to Digital Media 6 CP	M-MI Media Informatics 6* CP	M-MD Media Design 6 CP	M-MT Media Theory 6 CP	M-UN Free Electives 6* CP	30 CP
	2nd Sem.	M-MA-31 Project Preparation 6 CP	M-MI Media Informatics 6* CP	M-MD Media Design 6 CP	M-MA-2 Special Topics in Digital Media 6* CP	M-UN Free Electives 6* CP	30 CP
2nd year	3rd Sem.	M-MA-32 Master Project 30 CP					30 CP
	4th Sem. MI	M-MA-4 Master Thesis 30 CP					30 CP
	4th Sem. MD	M-MA-41 Master Thesis 24 CP	M-MA-42 Plenary 6 CP				30 CP
							Σ 120 CP

CP = Creditpoint, Sem. = Semester, MI = Media Informatics, MD = Media Design

* CPs with this tag are those whichs amount of CP depend on the chosen course. It is obligatory to attend a minimum of 1 course. Missing or additional CP will be balanced via the module: M-UN "Free Electives".

Hint: The University (U) or the University of the Arts (H) are individual hosts of the modules, or Lecturers of both Universities offer different courses within the same module (U/H) or lecturers offer courses together within the same module (U+H).

Field of study	Host of module (Uni HB od. HfK, U/H od. U+H)	Module no	area	Modultitle, <i>englisch</i>	Modul type P/WP/W (course type)	CP	MP/ TP/	Allocation of CP for patial exams	PL / SL (amount)
MI/MD	U	M-MI	I	Media Informatics	P (WP)	12*	TP (LV)	12 CP aus i.d.R. 2 LV (je 6 CP)	PL: 2 SL: -
MI/MD	H	M-MD	G	Media Design	P (WP)	12	TP (LV)	12 CP aus i.d.R. 2 LV (je 6 CP)	PL: 2 SL: -
MI/MD	U/H	M-MT	W	Media Theory	P (WP)	6	MP		PL: 1 SL: -
MI/MD	U/H	M-UN	E	Free Electives	P (W)	12*	TP	12 CP aus i.d.R. 2 LV (je 6 CP)	PL: 2 SL: -
MI/MD	U/H od. U+H	M-MA-1	E	Introduction to Digital Media	P (P)	6	MP		PL: 1 SL: -
MI/MD	U/H	M-MA-2	E	Special Topics in Digital Media	P (WP)	6*	MP		PL: 1 SL: -
MI/MD	U/H	M-MA-31	E	Project Preparation	P (WP)	6	MP		PL: 1 SL: -
MI/MD	U/H	M-MA-32	E	Master Project	P (WP)	30	MP		PL: 1 SL: -
MI	U	M-MA-4	M	Master Thesis	P(WP)	30	MP		PL: 1 SL: -
MD	H	M-MA-41	M	Master Thesis	P(WP)	24	MP		PL: 1 SL: -
MD	H	M-MA-42	E	Plenary	P(WP)	6	MP		PL: 1 SL: -

MI = Media Informatics, MD = Media Design, Module no = Module Number, P = Compulsory, WP = Mandatory,
MP = Modul exam, CP = Credit Points, TP = Partial Exam, LV = course, PL = exams with marks; SL = exams with no marks)

* CPs with this tag are those whichs amount of CP depend on the chosen course. It is obligatory to atend a minimum of 1 course. Missing or additional CP will be balanced via the module: M-UN "Free Electives".

Attachment 3: Additional forms of exams

In addition to the forms of exams in §§8 ff. AT MPO (University of Bremen) the following forms are common:

- exercises with oral discussion (oral discussions have duration of 10 to 30 minutes per candidate),
- exercises with a final oral exam,
- Independent Study (a binding agreement between an examiner and the student about a stated topic which is comprised of individual work),
- outcome of design exercises and their presentation