

**JOINT MASTER  
IN  
MIGRATION AND INTERCULTURAL RELATIONS**

***HANDBOOK***

**ACADEMIC YEAR 2009 - 2011**

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**Admission Regulations**  
**for the**  
**Joint Master of Arts in Migration and Intercultural Relations**  
**at**

**The Carl von Ossietzky University Oldenburg (Germany), University of Stavanger (Norway), the Portuguese Open University (Portugal), University of Nova Gorica (Slovenia), University of Zagreb (Croatia) and University of South Bohemia (Czech Republic)**

The Consortium Committee of the Joint MA in Migration and Intercultural Relations passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations on **May 14, 2009**.

University of Nova Gorica (Slovenia) has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations.

The Carl von Ossietzky University Oldenburg (Germany) has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations. They are currently reviewed by the MWK.

The University of Stavanger (Norway) has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations.

The University of Zagreb (Croatia) has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations.

The Portuguese Open University (Lisbon) has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations.

The University of South Bohemia has passed the following Admission Regulations for the Joint MA in Migration and Intercultural Relations.

A Consortium Committee

§ 1 Tasks of the Consortium Committee

§ 7 Part-time Study

§ 2 Faculty and staff members of the Consortium Committee

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§ 3 Students' Representatives of the Consortium Committee

C Final Regulations

§ 9 Date of Coming into Force

B Admission Regulations

§ 4 Date of Admission

§ 5 Admission Requirements

§ 6 Application for Admission

## **A Consortium Committee**

### **§ 1 Tasks of the Consortium Committee**

The Committee, constituted according to the partnership agreement, signed on May 10, 2006, conducts the admissions procedure, monitors the implementation of the MA course, and organises the examinations according to the tasks listed in these Regulations.

### **§ 2 Faculty and staff members of the Consortium Committee**

The Consortium Committee consists of two representatives from each partner university. The University of Stavanger, Norway, by virtue of its role as chair of the Consortium Committee, will be allowed a third representative.

### **§ 3 Students' representatives of the Consortium Committee**

The students of the MA programme elect two student representatives to be members of the Consortium Committee. The student representatives are granted advisory votes in questions pertaining to examinations and are consulted in the process of monitoring the course of study.

## **B Admission Regulations**

### **§ 4 Date of Admission**

(1) The date of commencement of the programme will be announced by the Consortium Committee a minimum of a year prior to enrolment. At this time, admission is scheduled for October bi-annually.

### **§ 5 Admission Requirements**

- (1) Admission requirements incorporate the national admission requirements of each partner university. Admission requirements for the Joint MA in Migration and Intercultural Relations are as follows:
- (2) The programme builds upon a first degree such as a bachelor's degree or an equivalent qualification. The final grade must be a minimum of C+ and proven by certificates. Preliminary transcripts are acceptable when applying, but the final degree certificate is required before the start of the programme.
- (3) Preference will be given to applicants who can document knowledge of migration studies, intercultural relations and empirical methods. Modules completed at the undergraduate level, papers, essays and examination results are considered valid documentation. Preference will also be given to qualified applicants who, in addition, have relevant professional experience.

(4) English Language Requirements for applicants

Applicants must pass one of the following tests:

Test of English as a foreign language (ETS TOEFL®) with a minimum score of 550 (paper based), 213 (computer based) or 80 (internet-based)

- International English Language Testing Service (IELTS) with a minimum score of 5.5
- Advanced Placement International English Language examination (APIEL) with a minimum score of 3.0
- Michigan English Language Assessment Battery (MELAB) with a minimum score of 85
- University of Cambridge exams:
  - Certificate in Advance English
  - Certificate of Proficiency in English

Exemptions:

- Citizens from Ireland, the UK, the US, Canada, Australia and New Zealand do not have to submit TOEFL/IELTS test results. This is also the case for applicants who have completed at least one year of university education in either of these countries.
- Exempted are also applicants from African countries with a BA/BSc/BEng degree where the language of instruction has been English and those who have passed English as a subject at GCE A-level with grade C or better.
- Applicants from countries which are members of the EU/EEA and/or the Council of Europe/UNESCO-Cepes, and who studied English as their first foreign language over a period of minimum 7 years at compulsory/upper secondary school, are exempted from the English language test. The applicants must document this or provide proof of having taken a recognised examination/test. In exceptional cases, applicants may provide proof of English proficiency in other ways.
- Applicants with minimum 1 year work experience in a company where English is the official working language are exempted. The applicants have to submit attestation from the employer, which testifies proficiency in both written and spoken English.

- (5) The applicant must include a Statement of Purpose for enrolling in the MA programme. Applicants are especially asked to elaborate on their professional or practical experience in the field of migration or migration studies.

**§ 6 Application for Admission**

- (1) Applicants will be pre-screened by respective partner institutions. The final assessment will be carried out by the Consortium Committee (see below).
- (2) The deadline for applications will be announced by the Consortium Committee. The deadline may vary in different partner countries.

- (3) The application must include the following documents in English and/or in the national languages of the partner institutions.
  - Proof of admission requirements according to § 5 paragraphs 1 and 2
  - Applicant's CV detailing professional career, including certificates of advanced training
  - A Statement of Purpose clarifying the applicant's motivation to study the MA programme. Applicants are especially asked to elaborate on their professional or practical experience in the field of migration or migration studies
- (4) The Consortium Committee will decide the admission of an applicant by means of a simple majority vote, which must be duly minuted.
- (5) If the number of applicants who meet the above requirements exceeds the number of available university places, a ranking list of applicants in each university will be compiled.

## **§ 7 Part-time Study**

- (1) The Consortium Committee does not make provisions for part-time study at the present time.

## **§ 8 Decisions on Admission or Rejection**

- (1) Applicants accepted in accordance with §6 will receive notification of acceptance from the relevant partner university, as well as a Letter of Acceptance from the Consortium Committee. The notification of acceptance contains a deadline by which the applicant must register for the programme. If this deadline is not met, the notification of acceptance will be null and void.
- (2) If all the applicants admitted do not register within the stated time limit so that a number of places are still available, a corresponding number of applicants, who did not initially receive notification of acceptance, will be admitted according to the ranking order achieved.
- (3) The admission procedure will be closed by mid-September.
- (4) Applicants who are not accepted will receive a notification of rejection together with a statement of the right to appeal.

## **C Final regulations**

### **§ 9 Date of coming into Force**

These regulations are approved by the Consortium Committee and shall come into force as soon as they are approved and ratified at all partner universities.

**Study and Internship Regulations**  
**for the**  
**Joint Master of Arts in Migration and Intercultural Relations**

**at**

**The Carl von Ossietzky University Oldenburg (Germany), University of Stavanger (Norway), the Portuguese Open University (Portugal), University of Nova Gorica (Slovenia), University of Zagreb (Croatia) and University of South Bohemia (Czech Republic)**

The Consortium Committee of the Joint MA in Migration and Intercultural Relations passed the following Study Regulations for the Joint MA in Migration and Intercultural Relations on **May 14, 2009**.

A Consortium Committee

§ 1 Tasks of the Consortium Committee

§ 2 Faculty and staff members of the Consortium Committee

§ 3 Students' representatives of the Consortium Committee

B Study Regulations

§ 4 Programme Objective and Learning Outcomes

§ 5 Examination Objectives

§ 6 Award

§ 7 Duration and scope of the Course of Study

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C Internship Regulations

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§ 14 Support and Supervision during the Internship Module

§ 15 Proof and Acknowledgement

§ 16 Credit for the Internship Module

D Final Regulations

§ 17 Date of Coming into Force

## **A Consortium Committee**

### **§ 1 Tasks of the Consortium Committee**

The Committee, constituted according to the partnership agreement, signed on May 10, 2006, conducts the admissions procedure, monitors the implementation of the MA course, and organises the examinations according to the tasks listed in these regulations.

### **§ 2 Faculty and staff members of the Consortium Committee**

The Consortium Committee consists of two representatives from each partner university. The University of Stavanger, Norway, by virtue of its role as chair of the Consortium Committee, will be allowed a third representative.

### **§ 3 Students' representatives of the Consortium Committee**

The students of the MA programme elect two student representatives to be members of the Consortium Committee. The student representatives are granted advisory votes in questions pertaining to examinations and are consulted in the process of monitoring the course of study.

## **B Study Regulations**

### **§ 4 Programme Objectives and Learning Outcomes**

**Key Objectives of the programme are as follows:**

- To enable students to conduct independent research and base their analyses of migration processes on a transcultural perspective
- To gain insights into practical work the area of migration and in intercultural context
- To acquire and develop skills in researching, coordinating and evaluating both professional and academic research projects
- To learn the constructive use e-learning elements in order to encourage a collaborative learning process
- To provide, through the intensive programme in the first semester and later mobility, a “migration experience” that will enable the student to integrate a self-reflective dimension into scholarly work

### **Learning Outcomes**

Students, upon successful completion of the programme, shall have acquired a detailed overview of historical and contemporary migration processes, their structures and consequences, as well as expert knowledge in specific areas. They will also have the ability to critically evaluate categories and approaches of migration research and to apply them in a reflective manner; to define problems and research questions and design and conduct research projects independently. They will also acquire competencies in teamwork in intercultural and transcultural contexts and in handling new media and communication technologies.

## **§ 5 Examination Objectives**

- (1) The MA module examinations and assessments together comprise the professional MA degree. The requirements for these examinations and assessments guarantee standards in terms of the period of study and the content of the course, which is geared towards professional practice.
- (2) The MA module examinations and assessments together are intended to establish whether the candidate has acquired the necessary specialist knowledge, abilities and skills to make the transition to professional practice, and whether he/she is capable of working according to academic principles and conveying academic knowledge and content.

## **§ 6 Award**

- (1) Students will be awarded the joint degree of “Master of Arts in Migration and Intercultural Relations” (MA) by the Consortium Committee.
- (2) Students will also receive a Diploma Supplement. The purpose of the supplement is to provide sufficient independent data to improve international transparency and the fair academic and professional recognition of qualifications. It is designed to provide a description of the nature, level, context, content and status of the studies that were followed and successfully completed by the individual named on the original qualification to which the supplement is appended. It should be free from any value judgements, equivalence statements or suggestions concerning recognition.

## **§ 7 Duration and Scope of the Course of Study**

- (1) The MA should be completed over a period of four semesters or two years.
- (2) Lectures and examination requirements are structured so that the programme can be completed within the normal period of study.

## **§ 8 Structure of the Course of Study**

### **Semester 1**

#### **Compulsory**

Intensive Programme (ALL) 6 ECTS

Conceptualising Historical Migration (NOR) 6 ECTS

Contemporary Migration Processes (GER) 6 ECTS

Theorising Migration I (SLO, POR) 6 ECTS

Theorising Migration II (SLO, HR) 6 ECTS

### **Semester 2**

#### **Compulsory**

Research Methodology for Transcultural contexts (GER) 6/12 ECTS

#### **Electives**

A Northern European Perspective (NOR) 6/12 ECTS  
Theorising Multiculturalism/Interculturalism (HR) 6/12 ECTS  
Migration and Small Nations (SLO) 6/12 ECTS

### **Semester 3**

#### **Compulsory**

Internship

#### **Electives**

Czech Perspectives on Migration (CZ) 6/12 ECTS

Southern European Perspectives (POR) 6/12 ECTS

### **Semester 4**

#### **Compulsory**

Masters Thesis 30 ECTS

In general, to obtain 12 ECTS from electives, students must present an advanced research paper.

- (2) Students are required to earn credits from at least three of the awarding institutions, in order to qualify for the joint degree.

## **| § 9 Coursework Requirements and Assessment**

- (1) All requirements are to be successfully completed during the course of study, based on regular attendance and active participation in the modules, including video-conferences, tutorials, and other forms of teaching.
- (2) The overall assessment for the MA consists of requirements for each of the modules.
  1. Intensive Phase: Introduction to Contemporary Migration Studies (6 ECTS)  
Paper(s) of 4,000 words (10 pages)
  2. Core Modules: Conceptualising Historical Migration (6 ECTS); Contemporary Migration Processes (6 ECTS)  
Paper(s) of 4,000 words (10 pages) for each of the two parts
  3. Core Modules: Theorising Migration I (6 ECTS); – Theorising Migration II (6 ECTS)  
Paper(s) of 4,000 words (10 pages) for each of the two parts
  4. Core Modules: Research Methods for Trans-cultural Contexts (6/12 ECTS)  
Coursework of 6 ECTS + one research paper of 6 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts
  5. Module: A Northern European Perspective: The Migratory Phenomenon in Scandinavia/ Norway (6/12 ECTS)  
Coursework of 6 ECTS + one research paper of 6 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts
  6. Module: Migration and Small Nations: The Slovene Case (6/12 ECTS)

Coursework of 6 ECTS (chosen from two) + one research paper of 6 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts

7. Module: Theorising Multiculturalism/Interculturalism (6/12 ECTS)  
Optional parts – two can be taken in order to obtain 12 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts
8. Module: Portugal and the Migratory Phenomenon: A Southern European Perspective on Migration (6/12 ECTS)  
Coursework of 6 ECTS + one research paper of 6 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts
9. Module: Czech Perspectives on Migration (6/12 ECTS)  
Optional parts – two can be taken in order to obtain 12 ECTS  
Paper(s) of 4,000 words (10 pages) for each of the two parts
10. Optional Module: to be selected from a co-operating national and migration-related Master's course at partner universities (6 ECTS)  
Paper(s) of 4,000 words (10 pages)
11. Internship Module (12 ECTS)  
Paper(s) of 8,000 words (20 pages)
12. Master's Dissertation Module + colloquium (30 ECTS)  
Dissertation of 24,000 – 32,000 words (60 – 80 pages) plus presentation; active participation in colloquium.

## **C Internship Regulations**

### **§ 10 Objectives of Internship**

1. For admission to the MA Dissertation within the framework of the Joint MA in Migration and Intercultural Relations the Internship Module must be completed successfully.
2. During the Internship the students should become familiar with practical activities in relevant professional fields and analyse these in the context of their academic qualifications.
3. The Internship Module offers students the opportunity to tackle specific issues in the field of Migration and Intercultural Relations, and encourages the self-reflective application of the knowledge and competencies acquired.
4. During the Internship the students conduct a research project linked to their practical experience. This assignment gives them greater insight into project-related work and qualifies them in particular for activities involving evaluation and conceptualisation. The development of a research question, research design, and the carrying out of the project provide students with the

opportunity to complete independent academic work. Students are supported by the lecturers/ professors responsible when conceptualising and carrying out their research projects.

5. The Internship, as well as the research project included in it, can be used to formulate an empirical basis for the MA dissertation. The Internship offers students the possibility of choosing a topic for the MA dissertation in consultation with the institution concerned, thereby opening up prospects of further cooperation or collaboration.

## **§ 11 Scope and Timing of the Internship Module**

1. The Internship Module consists of a preparatory course at the end of the 2<sup>nd</sup> semester teaching phase (8 contact hours), practical work in an institution outside the university (minimum 240 hours), an accompanying tutorial (7 contact hours) as well as the completion of a project report (105 hours of independent study).
2. The Internship can be done in a block during a period when there are no lectures, but in terms of the objectives of the internship (independent research) it is advisable to complete it over a longer period.
3. Students may begin the Internship Module no sooner than after the end of the teaching phase in the 2<sup>nd</sup> semester, and must complete it by no later than the end of the 3<sup>rd</sup> semester.

## **§ 12 Arrangements for the Internship**

1. The choice of a suitable institution and the completion of the Internship is the responsibility of the student. The Internship should take place in institutions, which deal with the subject of migration and intercultural relations from a pedagogical, political, journalistic or academic perspective and offer the opportunity to complete an Internship oriented towards research and a research project.
2. The department and staff in charge of the Internship Module at the different partner universities do not procure Internships, but can offer advice and help.
3. The intended activity and the institution in which the Internship is to be carried out require the prior agreement of the lecturers/professors responsible.

## **§ 13 Internships in another Country**

1. The Internship should ideally be completed outside the student's country of origin. Students are assisted by the relevant partner university in looking for an appropriate location for the Internship.
2. If the Internship is completed in one of the partner countries, then the relevant partner university should preferably be used for support purposes during the period of the Internship.

#### **§ 14 Support and Supervision during the Internship Module**

1. In a preparatory seminar at the end of the teaching period during the 2<sup>nd</sup> semester students introduce the institution they have selected and their research interests. The lecturer provides support and feedback for developing concrete research questions as well as the overall concept of the research.
2. Individual or group tutorials take place at the partner universities during the period of the Internship.
3. Should the Internship take place in a non-partner country, the supporting staff and the students will remain in contact by telephone, e-mail and/or video conferencing. This is also the case if students have made specific arrangements concerning supervision of the project with scholars outside the country in which the Internship is being completed.

#### **§ 15 Proof and Acknowledgement**

1. Successful participation in the preparatory course and the tutorials or other support offered is to be confirmed by the lecturers/professors responsible.
2. The Internship is verified by a certificate from the institution in which the Internship was completed.
3. Evidence of independently conducted research during the Internship is provided in the form of a project report of at least 8,000 words (20 pages). The report on the internship should include a critical and self-reflective analysis of experience in the field and present the concept, realisation and results of the research project.
4. A total of 12 ECTS can be obtained for the Internship Module.

#### **§ 16 Credit for the Internship Module**

The Internship Module specifically requires that the practical work is structured in terms of a research project. Practical work from other courses of study cannot be taken into account.

#### **D Final Regulations**

#### **§ 17 Date of Coming into Force**

These Study and Internship Regulations shall come into force as soon as they are approved and ratified at all partner universities.

**Examination Regulations**  
**for the**  
**Joint Master of Arts in Migration and Intercultural Relations**  
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The Consortium Committee of the Joint MA in Migration and Intercultural Relations passed the following Examination Regulations for the Joint MA in Migration and Intercultural Relations on **May 14, 2009**.

By formal request these regulations will be relevant for the cohort of 2009 – 2011 and for the following cohorts until changes are deemed pertinent.

A Consortium Committee

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|---|--|
| § 1 Tasks of the Consortium Committee                     | § 10 Failure, Withdrawal and Cheating              |
| § 2 Faculty and staff members on the Consortium Committee | § 11 Repeating Module Examinations and Assignments |
| § 3 Students' Representatives on the Consortium Committee | § 12 Diplomas and Transcripts                      |
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B Examination Regulations

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| § 4 Tasks of the Consortium Committee, Examinations Office | § 15 Procedure for Appeals            |
| § 5 Examiners  | § 16 Admission to the MA Dissertation |
| § 6 Admission to Modules and Module Examinations           | § 17 MA Dissertation                  |
| § 7 Types of Course Requirements                           | § 18 Appraisal of MA dissertation     |
| § 8 ECTS   | § 19 Resubmission of MA dissertation  |
| § 9 Marking Course Requirements                            | § 20 Overall Results                  |

C Final Regulations

- |                                |
|--------------------------------|
| § 21 Date of Coming into Force |
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## **A Consortium Committee**

### **§ 1 Tasks of the Consortium Committee**

The Committee, constituted according to the partnership agreement, signed on May 10, 2006, conducts the admissions procedure, monitors the implementation of the MA course, and organises the examinations according to the tasks listed in these regulations.

### **§ 2 Faculty and staff members of the Consortium Committee**

The Consortium Committee consists of two representatives from each partner university. The University of Stavanger, Norway, by virtue of its role as chair of the Consortium Committee, will be allowed a third representative.

### **§ 3 Students' representatives of the Consortium Committee**

The students of the MA programme elect two student representatives to be members of the Consortium Committee. The student representatives are granted advisory votes in questions pertaining to examinations and are consulted in the process of monitoring the course of study.

## **B Examination Regulations**

### **§ 4 Tasks of the Consortium Committee, Examinations Office**

- (1) The Consortium Committee ensures the integrity of the examination process. It is the responsibility of the Committee to ensure adherence to the legal requirements of the national legislation governing higher education in the respective partner countries, and to the examination regulations stated in this document. The relevant examinations offices manage the examination records.
- (2) The Consortium Committee shall take decisions by a majority of valid votes cast. Abstentions count as votes not cast. If there is a tie the Chair shall have the deciding vote.
- (3) The Consortium Committee can transfer authority until further notice to the Chair or the Deputy Chair. The Chair is supported by the relevant Examinations Office in all administrative processes related to these examination regulations.
- (4) Matters relating to the examinations are dealt with in closed meetings of the Consortium Committee. The members of the Consortium Committee and its representatives are bound by professional secrecy.
- (5) The Consortium Committee shall advise students appropriately of those examination requirements which are applicable to them.
- (6) The Consortium Committee can pass a resolution that decisions taken according to these examination regulations, particularly deadlines, examination dates, sessions and results shall be published at the university. In this case legal requirements concerning data protection should be observed.

## **§ 5 Examiners**

- (1) The module examinations and assessments are conducted by the relevant subject specialists and other legitimate examiners who are members of staff at a partner university. Retired or past professors also have the right to conduct examinations and assessments.
- (2) Examiners are appointed after deciding on the modules to be offered.
- (3) Examiners must hold at least the qualification being examined, or an equivalent qualification. The Consortium Committee shall ensure that the examiners for a particular module are legitimate and established lecturers/professors.
- (4) The examinations for a given module will be assessed by one examiner, ideally the lecturer in charge of the module.

## **§ 6 Admission to Modules and Module Examinations**

- (1) Students may enrol for modules as long as the grounds for exclusion in § 10 paragraph 3 do not apply. All those enrolled in a module are admitted to all the examinations and assessments in that module.
- (2) Each module is completed with assessments and an examination. These take place during the courses of study for the module and should be completed by the end of the semester in which the last lecture in a module is given.
- (3) One module can be stipulated as a prerequisite for another module.

## **§ 7 Types of Course Requirements**

- (1) A final paper of 4,000 words, as indicated above, consists of a written elaboration on a topic addressed in the particular module. The person in charge of the module carries out the assessment of the final paper. One standard page is 400 words.
- (2) A book review of 2,500 words, as indicated above, consists of a written report on the book's content, a critical evaluation, and the contextualisation of the book in terms of current research.
- (3) A portfolio is designed to document assignments submitted during the semester. It should record and comment on tasks, approaches and findings, as well as on results of class discussions.
- (4) The Internship project report is designed to record and to reflect on the practical experience during the Internship. In particular, students are expected to document the process of independently developing, designing, and carrying out a research project as well as the results of the project. The project gives students an opportunity to try out and to apply theoretical, empirical or statistical methods studied in the core modules.
- (5) Research papers and other written assignments may be accepted as team work, if each individual student's contribution can be defined based on chapters, numbers of pages

or other objective criteria, and thus evaluated.

- (6) A retry of a written requirement is to be marked by two examiners. An average of the two marks forms the final mark.
- (7) An (oral) presentation consists of a presentation on an independent and in-depth examination of a topic addressed in the particular module, as well as the discussion and defence of the results in the class.
- (8) The type, length and deadline for each course requirement are specified at the beginning of each semester.
- (9) If, due to a long-standing or permanent physical, mental, psychological disorder or disability, or because she/he is raising a family, a student cannot complete particular requirements on time, the Consortium Committee may allow the requirements to be completed within an extended time period. In order to get the committee's approval, the student has to send in a formal application and produce sufficient documentation.

## § 8 ECTS

- (1) ECTS are awarded on the basis of successful attendance of modules. They reflect the average workload for the course requirement.
- (2) Students should obtain:  
30 ECTS in the first semester  
30 ECTS in the second semester  
30 ECTS in the third semester  
30 ECTS in the fourth semester
- (3) In order to repeat a study year, at minimum students must obtain one third of the yearly required ECTS.
- (4) In order to obtain 12 ECTS for the Internship Module, students have to submit confirmation of the internship and the project report.
- (5) The dissertation is valued at 30 ECTS and active participation in the dissertation colloquium is compulsory.

## § 9 Marking Course Requirements

- (1) All course requirements must be marked by the examiners in charge according to the scale given under (2) and (3) below. A requirement is deemed to have been met if it is given a mark of at least "sufficient (5)". Marking should be completed no later than **three weeks** after the work has been submitted, and the student must formally be notified of the grade for the given module. This notification of grades is necessary in order to register for the MA dissertation.
- (2) Marking is based on the following scale:  
A (1) = excellent = An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high

		degree of independent thinking.
B (2)	= very good	= A very good performance. The candidate demonstrates sound judgement and a good degree of independent thinking.
C (3)	= good	= A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
D (4)	= satisfactory	= A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
E (5)	= Sufficient	= A performance sufficient to warrant a passing grade, but with serious flaws, errors and shortcomings. The candidate demonstrates a very limited degree of judgement and independent thinking.
F (6)	= insufficient = fail	= A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

- (3) If requirements for particular modules consist of several parts, the grade for one module is to be generated as the weighted average of all grades obtained in the module. The allocation of grades and weightage will be announced at the beginning of the module.

## **§ 10 Failure, Withdrawal and Cheating**

- (1) Performance in an examination is rated as “failed”, if the student, without valid reason,
- a) is not present on the date of the examination
  - b) withdraws from the examination after the start of that examination
  - c) does not repeat an examination within the specified time period
- (2) The Consortium Committee must be notified immediately in writing of any valid reasons for withdrawal or failure, and satisfactory evidence must be provided; if this is not done, the performance in the examination concerned will be rated as “failed”. Deregistration or leave of absence is not a valid reason. In the event of illness, a doctor’s certificate must be submitted. If the reason is accepted, then a new date will be set. In this case, examination results which have already been submitted remain valid.
- (3) If a student attempts to influence the result of his or her examination by cheating or by using unauthorised materials, his/her performance in the examination concerned will be rated as “failed”. A student who is guilty of infringing examination regulations will be excluded from finishing the examination concerned. In this event performance in the examination will be rated as “failed”. Before the Consortium Committee makes a decision according to paragraphs 1 and 2 and also in the case of cheating, the student will be given a hearing. The student may resume the examination until a decision has

been made by the Consortium Committee, unless the invigilator of the examination decides that a temporary exclusion of the student from continuing the examination is essential. In proven cases of cheating the Consortium Committee, in keeping with a zero tolerance policy, will immediately exclude the student from continuing with the examination process. The MA degree is then conclusively failed and the student will be suspended from the programme.

- (4) If the deadline for an examination or assignment is not met, without valid reason and formal documentation, then it will be rated as “failed”. In cases where the examination or assignment cannot be handed in on time for a valid reason, the Consortium Committee decides, taking into consideration the principles of equal opportunity and the precedence/priority of academic performance over the observance of procedural rules, whether the deadline for handing in the examination or assignment should be extended or whether a new assignment or examination should be set.

### **§ 11 Repeating Module Examinations and Assignments**

- (1) Failed examinations and assignments in a module may be repeated twice. Any repeated examination has to be completed within a period of one month. If a module examination or assignment in a compulsory module is rated as “failed” on the second repeat, then the MA degree is conclusively failed. The degree is also conclusively failed if two optional module examinations or assignments are conclusively failed after exhausting all opportunities to repeat them.
- (2) If the student fails a repeated examination or assignment the first time then he or she has the right to make use of an advisory service specifically related to the subject. The Consortium Committee will decide, based on each individual case, how many hours of advisory tutoring the student is allowed.

### **§ 12 Diplomas and Transcripts**

- (1) A joint diploma is issued once the MA examination requirements have been met and the dissertation has been assessed by the examiners. The date on the diploma is that on which the last examination was passed. The diploma is accompanied by a joint Diploma Supplement.
- (2) If the student fails the MA degree, then the Chair of the Consortium Committee will issue a written notification to that effect.
- (3) Upon leaving the university or changing the course of study, the student can apply for and will receive an academic transcript of examination results and the credits earned. In the case of paragraph 2, the transcript is issued without a formal application by the student; this also shows the missing examination results as well as the fact that the MA degree has been conclusively failed.

### **§ 13 Invalidity of the Examination**

- (1) If a student has cheated in an examination or assignment, and this fact becomes known only after the joint diploma certificate has been issued to the student, then the

Consortium Committee may adjust the grade and declare the examination, assignment and degree to have been “failed” either in total or in part.

- (2) The student shall be given an opportunity to speak to the Consortium Committee before a final decision is made.
- (3) Incorrect certificates should be withdrawn and replaced with a correct certificate or transcript. If a certificate is incorrect the MA diploma is also to be withdrawn, if the student is declared to have failed because of cheating. A decision according to paragraph 1 is not permissible after five years have passed from the date on which the joint diploma certificate was issued.

#### **§ 14 Access to the Examination Records**

- (1) A student can, upon application, have full access to their examination records, which include the written papers and the examiner’s comments. The application must be made to the Consortium Committee within one year of the issue of the joint diploma certificate or the decision that an examination has been conclusively failed.

#### **§ 15 Procedure for Appeals**

- (1) The Consortium Committee will accept the procedure for appeals at all partner universities. Appeals against decisions concerning the grading of an examination can be lodged with the Consortium Committee within one month of being informed of the decision. The Consortium Committee will collaborate with appeal panels at the partner universities before arriving at a final decision.
- (2) The Consortium Committee shall make the final decision on the appeal.
- (3) Before making a decision the Consortium Committee shall inform the examiner of the appeal for a recheck/remark. If the examiner on appeal changes the mark, then the Consortium Committee upholds the appeal. If not, the Consortium Committee reviews the decision on the basis of the examiner’s comments, to see whether:
  1. the examination was conducted in a proper manner
  2. the marking was based on false information
  3. general marking principles were not followed
  4. a reasonable answer, with a logical and justified argument was judged to be false, or whether
  5. the examiner was guided by irrelevant considerations

The same applies if the appeal is against the grades granted by more than one examiner.

- (4) On application by the student, the Consortium Committee appoints an expert for the appeal process. This expert must be qualified in accordance with § 5. The student and

the expert are to be given an opportunity to make comments before any decision is made. If, during the appeal process, the student puts forward concrete and substantial objections to the results of specific examinations or topics, and if the Consortium Committee has not already upheld the appeal, then the examination scripts are remarked by other examiners not previously involved, or the examination is repeated.

#### **§ 16 Admission to the MA Dissertation**

- (1) In order to be admitted to the MA Dissertation 90 credit points must already have been obtained.
- (2) The following documents should accompany applications for admission to the MA Dissertation:
  - a proposed dissertation topic
  - a proposal for the two examiners
- (3) The Consortium Committee shall decide on admission. Admission is refused, if:
  - the prerequisites for admission are not fulfilled, or
  - documentation is incomplete

#### **§17 MA Dissertation**

- (1) In writing the MA Dissertation, students are required to prove that they are able to conduct independent scholarly research in an international and transcultural context in the field of migration studies.
- (2) The MA Dissertation should be based on research that is developed and conducted independently. Students are expected to apply the theoretical, methodological and empirical knowledge and competences they acquired in the study programme. The topic and research question of the MA Dissertation should conform to the objectives of the MA and be completed within the period given in (9) below.
- (3) The topic of the MA Dissertation may relate to any of the modules in the course, as long as competent supervisors are available, who are willing to commit themselves to supervising the student. The MA Dissertation should reflect the student's specialisation within the field of migration studies. Students are expected to aim at connecting the topic of the dissertation topic with the research project conducted during the Internship.
- (4) The MA Dissertation has to be written in English.
- (5) Students formulate the research question for their dissertation in consultation with their supervisor. Supervisors are to be selected from lecturers/ professors on the programme who are also authorised as examiners.
- (6) The candidate is entitled to propose a supervisor for her/his dissertation. There is no guarantee that such a proposal will be accepted. Persons authorised to supervise must be staff members of the national university or one of the partner universities. Proposed

supervisors must sign a written statement that they commit themselves to supervising the student.

- (7) Team work may be allowed, if each individual contribution can be defined based on chapters, numbers of pages or other objective criteria, and thus evaluated.
- (8) Students are required to present the research question and design of their MA Dissertation to their supervisors.
- (9) The MA Dissertation shall be completed in six months.

### **§ 18 Appraisal of MA Dissertation**

- (1) The MA Dissertation is to be examined by two examiners within **three** weeks after the dissertation has been submitted. The supervisor is one of the examiners. The second examiner is to be selected from the lecturers/professors on the course. Each examiner should be a member of a different partner university.
- (2) In their written reports, examiners should consider at least the following criteria:
  1. Research question/ Objective
  2. Structure
  3. Methodology and Presentation
  4. Examination of research question in terms of the content

### **§ 19 Resubmission of MA Dissertation**

- (1) The MA Dissertation may be “accepted with revision”. The student will then have the opportunity to submit a revised version of the MA Dissertation.
- (2) In the event that the MA Dissertation is assessed as a “fail” or counts as a “fail”, the dissertation may be resubmitted once. A third submission is not permitted. The topic may be revised for resubmission only if this opportunity was not made use of during the initial dissertation.
- (3) The *new* MA Dissertation topic should be submitted within one month after the initial dissertation was marked. The new dissertation shall be completed within six months after the new dissertation topic has been approved by the Consortium Committee.

### **§ 20 Overall Results**

- (1) The requirements for the MA degree are deemed to have been met, if 120 credit points have been obtained and all the module examinations have been passed according to the study plan for the various subjects (including the Internship) and the MA Dissertation has also been passed.
- (2) A final grade is defined in accordance with §9 (2) by the average grade gained during the course of studies.

- (3) The final grade is to be marked “with distinction” if the student achieves a grade average of A.
- (4) The examination is failed for the first time when one module is assessed as failed or the dissertation marked in accordance with §9 (2) or is considered as marked. It is failed finally when a compulsory module or two optional modules or the dissertation is marked with a failed grade and a retake is not possible.

**C Final Regulations**

**§ 21 Date of Coming into Force**

These Examination Regulations shall come into force as soon as they are approved and ratified at all partner universities.

**JMMIR is full-time two-year master programme worth 120 ECTS.**

**Students must gain 30 ECTS each semester.**

GER=Germany, NOR=Norway, SLO=Slovenia, POR=Portugal, HR=Croatia, CZ=Czech Republic

<b>SEMESTER 1</b>	<b>ECTS</b>
<b>All modules taught in the first semester are compulsory</b>	
Intensive Programme (ALL)	6 ECTS
Conceptualising Historical Migration (NOR)	6 ECTS
Contemporary Migration Processes (GER)	6 ECTS
Theorising Migration 1(SLO, POR) (Students must pick ONE of the following electives) - Theorising Migration and Integration - Theorising Migration and Globalization - Theorising Migration and Borders	6 ECTS
Theorising Migration 2 (SLO, HR) (Students must pick ONE of the following electives) - Diaspora and Transnationalism - Language and Identity - Migration and Spatial Formation - Situating Migration in Population Dynamics	6 ECTS
<b>SEMESTER 2</b>	
<b>Compulsory</b>	
Research Methodology for Transcultural contexts (GER)	6/12 ECTS
<b>Electives</b> (To obtain 12 ECTS from electives, students must present an advanced research paper)	
A Northern European Perspective (NOR)	6/12 ECTS
Theorising Multiculturalism/Interculturalism (HR) (To obtain 12 ECTS students must pick TWO of the following electives) - Controversies over Multiculturalism - Intercultural Education - Peace and Conflict in Multiethnic Settings	6/12 ECTS
Migration and Small Nations (SLO) (Students must pick ONE of the following electives) - The Role of Women in Slovenian Society and Migration - The Slovenian E/Immigration Between Tradition and the Contemporary	6/12 ECTS
National Module from a Partner University*	6 ECTS
<b>SEMESTER 3</b>	
<b>Compulsory</b> (Internship should preferably be done abroad with one of the partners)	
Internship	12 ECTS
<b>Electives</b> (To obtain 12 ECTS from electives, students must present an advanced research paper)	
Czech Perspectives on Migration (CZ)	6/12 ECTS
Southern European Perspectives (POR)	6/12 ECTS
National Module from a Partner University*	6 ECTS
<b>SEMESTER 4</b>	
<b>Compulsory</b>	
Master Dissertation	30 ECTS

\* This option is not applicable for students registered in Norway

**JMMIR 2009 – 2011 TIME SCHEDULE – first semester**

**26.10.09 – 28.02.10**

<b>Date</b>	<b>Module</b>
Monday 05.10.09 – Friday 22.10.09	Intensive Programme (ALL) <i>compulsory</i>
Monday 26.10.09 – Friday 04.12.09	Conceptualising Historical Migration (NOR) <i>compulsory</i>
Monday 26.10.09 – Friday 04.12.09	Theorising Migration 1 (SLO, POR) <i>compulsory</i> <ul style="list-style-type: none"> <li>- Theorising Migration and Integration</li> <li>- Theorising Migration and Globalization</li> <li>- Theorising Migration and Borders</li> </ul> <u>NB: Choose one!</u>
Monday 07.12.09 – Friday 29.01.10 (2 weeks Christmas holidays)	Theorising Migration 2 (SLO, HR) <i>compulsory</i> <ul style="list-style-type: none"> <li>- Diaspora and Transnationalism</li> <li>- Language and Identity</li> <li>- Migration and Spatial Formation</li> <li>- Situating Migration in Population Dynamics</li> </ul> <u>NB: Choose one!</u>
Monday 07.12.09 – Friday 29.01.10 (2 weeks Christmas holidays)	Contemporary Migration Processes (GER) <i>compulsory</i>

**Holidays semester 1:**

**Christmas Holidays:** Monday 21 December 2009 – Sunday 3 January 2010

**Official holidays (public day of rest) during weekdays in each country semester 1:**

**Croatia:** Wednesday 6 January 2010 Epiphany

**Czech Republic:** Wednesday 28 October 2009 Independence Day, Tuesday 17 November 2009 Struggle for Freedom and Democracy Day

**Germany:** None

**Norway:** None

**Portugal:** Tuesday 1 December 2009 Independence Day, Tuesday 8 December 2009 Immaculate Conception

**Slovenia:** None

**February 2010: delivery of final papers**

**JMMIR 2009 – 2011 TIME SCHEDULE – second semester**

**01.03.10 – 30.06.10**

<b>Date</b>	<b>Module</b>
Monday 01.03.10 – Friday 16.04.10	<p>A Northern European Perspective (NOR) <i>elective</i></p> <p>It may be possible to combine the chosen course of 6 ECTS with a Research Paper of 6 ECTS into total of 12 ECTS.</p>
Monday 01.03.10 – Friday 28.05.10	<p>Migration and Small Nations (SLO) <i>elective</i></p> <p>- The Role of Women in Slovenian Society and Migration</p> <p>- The Slovenian E/Immigration between Tradition and the Contemporary</p> <p><u>NB: Choose one!</u></p> <p>It may be possible to combine the chosen course of 6 ECTS with a Research Paper of 6 ECTS into total of 12 ECTS.</p>
Monday 01.03.10 – Friday 28.05.10	<p>Theorising Multiculturalism/Interculturalism (HR) <i>elective</i></p> <ul style="list-style-type: none"> <li>- Controversies over Multiculturalism</li> <li>- Intercultural Education</li> <li>- Peace and Conflict in Multiethnic Settings</li> </ul> <p><u>NB: to obtain 12 ECTS choose two!</u></p>
Monday 19.04.10 – Friday 28.05.10	<p>Research Methodology for Transcultural contexts (GER) <i>compulsory</i></p>

**Holidays semester 2:**

**Easter holidays:** Monday 29 March 2010 – Tuesday 6 April 2010

**Official holidays (public day of rest) during weekdays in each country semester 2:**

**Croatia:** Thursday 3 June 2010 Corpus Christi; Tuesday 22 June 2010 Anti-Fascist Struggle Day; Friday 25 June 2010 State Holiday

**Czech Republic:** None

**Germany:** Thursday 13 May 2010 Ascension; Monday 24 May 2010 With Monday

**Norway:** Thursday 13 May 2010 Ascension; Monday 17 May 2010 Constitutional Day; Monday 24 May 2010 With Monday

**Portugal:** Thursday 3 June 2010 Corpus Christi; Thursday 10 June 2010 Portugal Day

**Slovenia:** Tuesday 27 April 2010 Day of Uprising against Occupation; Friday 25 June 2010 Statehood Day

**June 2010: delivery of final and research papers**

## JMMIR 2009 – 2011 TIME SCHEDULE – third semester

01.10.10 – 28.02.11

Date	Module
	Internship
	Southern European Perspectives (POR) <i>elective</i>
	Czech Perspectives on Migration (CZ) <i>elective</i>

### Holidays semester 3:

#### Christmas Holidays:

Monday 20 December 2010 – Sunday 2 January 2011

### Official holidays (public day of rest) during weekdays in each country semester 3:

**Croatia:** Friday 8 October 2010 Independence Day; Monday 1 November 2010 All Saints' Day; Thursday 6 January 2011 Epiphany

**Czech Republic:** Thursday 28 October 2010 Independence Day, Wednesday 17 November 2010 Struggle for Freedom and Democracy Day

**Germany:** None

**Norway:** None

**Portugal:** Tuesday 5 October 2010 Republican Day; Monday 1 November 2010 All Saints' Day; Wednesday 1 December 2010 Independence Day; Wednesday 8 December 2010 Immaculate Conception,

**Slovenia:** Monday 1 November 2010 All Saints' Day; Tuesday 8 February 2011 Prešeren Day

**JMMIR 2009 – 2011 TIME SCHEDULE – fourth semester**

**01.03.11 – 30.06.11**

<b>Date</b>	<b>Module</b>
Tuesday 01.03.11 – Tuesday 30.06.11	MA Dissertation

**Holidays semester 4:**

**Easter holidays:**

Monday 18 April 2011 – Tuesday 26 April 2011

**Official holidays (public day of rest) during weekdays in each country semester 4:**

**Croatia:** Wednesday 22 June 2011 Anti-Fascist Struggle Day, Thursday 23 June 2011 Corpus Christi

**Czech Republic:** None

**Germany:** Tuesday 2 June 2011 Ascension; Monday 13 June 2011 With Monday

**Norway:** Tuesday 17 May 2011 Constitutional Day; Tuesday 2 June 2011 Ascension; Monday 13 June 2011 With Monday

**Portugal:** Tuesday 8 March 2011 Shrove Tuesday; Monday 25 April 2011 Freedom Day; Friday 10 June 2011 Portugal Day; Thursday 23 June 2011 Corpus Christi

**Slovenia:** Wednesday 27 April 2011 Day of Uprising against Occupation; Monday 2 May 2011 Labour Day