

**Study and Examination Regulations
for the Master's Degree Programme
European Business Management (90 CP)
(full-time and part-time studies)
Degree Master of Arts**

On the basis of Sections 19 (2), 22 (2), 72 (2) No. 1 of the Brandenburg Higher Education Act of April 28, 2014 (GVBl.I/14, No. 18), last amended by the Act of September 23, 2020 (GVBl.I/20, No. 26), in conjunction with Section 14 (3) of the Basic Regulations of the Technical University of Applied Sciences Wildau of August 21, 2019 (Official Notices of the Technical University of Applied Sciences Wildau No. 45/2019) in the version of August 22, 2022 (Official Notices No. 29/2022) and the provisions of the Framework Regulations of the Technical University of Applied Sciences Wildau dated June 4, 2016 (Official Notices No. 06/2016), last amended on August 31, 2022 (Official Notices 31/2022), the Faculty Board of the Faculty of Business, Computing and Law of the Technical University of Applied Sciences adopted the following study and examination regulations for the Master's degree programme in European Business Management (90 CP)¹ on November 13, 2023:

¹ Approved by the President of the Technical University of Applied Sciences Wildau in a letter dated November 24, 2023

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§ 1

Qualification objectives of the degree programme

- (1) European integration and global interdependence in an increasingly complex institutional and technological environment place growing demands on management and leadership skills. The Master's degree programme aims to develop the relevant skills with a focus on the specific environment of the European internal market and the institutions of the European Union and to provide students with knowledge and skills for higher management activities and entrepreneurial decision-making in business, administration, associations and institutions at the European, but also national and global level. It combines a generalist and interdisciplinary approach with the opportunity to specialize in two selected subject areas. Graduates of the degree programme will have:
- the ability to take a scientifically sound approach to new problems and to apply suitable methods for dealing with them and, if necessary, to develop new ones;
 - the ability to systematically develop and implement entrepreneurial strategies in an international environment and to adapt them flexibly to changing conditions;
 - Competencies for methodically dealing with risk and uncertainty in various constellations, including business start-ups;
 - the ability to assess complex interrelationships in the business environment and make productive use of them; with a particular focus on the economic, legal, political, cultural and historical environment of the European Union, but also in connection with an interdisciplinary understanding of fundamental challenges (e.g. sustainability, technological progress, migration) and their ethical implications;
 - social and foreign language skills for effective action in intercultural environments;
 - a basic understanding of digitalization processes in various business areas (e.g. data analysis, company organization) and the ability to use these processes strategically.
- (2) The Master's degree course expands and specializes the qualifications from the Bachelor's degree course.

§ 2

General degree programme schedule

The general degree programme schedule is governed by the Framework Regulations of the Technical University of Applied Sciences Wildau in their currently valid version. The Framework Regulations can be found under the official announcements on the homepage of Technical University of Applied Sciences Wildau.

§ 3

Cooperating partners of the degree programme

The degree programme cooperates with the following partners within the framework of double degree agreements:

- Université de Lille, France
- Universidad de Córdoba, Spain.

§ 4

Type and mode of study of the degree programme

- (1) The degree programme is taught on campus. The option of holding courses in hybrid or online format in justified cases remains unaffected by this.
- (2) The degree programme is divided into following modes of study:
 - Full-time study
 - Part-time study
- (3) The teaching and examination language of the degree programme is English.

§ 5

Standard period of study and enrollment

- (1) The standard period of study for the degree programme is three semesters for the full-time programme and six semesters for the part-time programme. The ratio between the standard period of study in the part-time programme and the standard period of study in the full-time programme is therefore $k = 6/3 = 2$.
- (2) Enrollment takes place annually in the summer semester, whereby enrolment in a higher semester can also take place in the winter semester.
- (3) The distribution of the study modules over the standard period of study, depending on the mode of study, can be found in the curricula of the degree programme in the appendix.
- (4) The study schedule regulated in Sections 7 - 9 for the full-time mode of study changes for the part-time mode of study depending on the time of entry into the part-time programme in accordance with the curriculum for the part-time study programme. This applies accordingly in the case of a change from part-time to full-time study.

§ 6

Admission requirements and admission criteria

- (1) General admission requirements
The prerequisite for admission to the Master's degree programme in European Business Management (90 CP) is a first professionally qualifying university degree of at least 210 CP in a related field.
The Bachelor's degree programme in European Business Management at the Technical University of Applied Sciences Wildau is approved as a relevant qualification.

Graduates of degree programmes with a different focus must provide evidence of course content that is comparable to degree programmes in the same field. Proof of this must be provided in the form of successful completion of courses or modules in an adequate form and scope in at least five of the following fields:

- Basics of business administration
- Economics
- Mathematical and statistical principles
- Strategic management
- Financing and financial management
- Marketing
- Personnel and personnel management
- Controlling
- Accounting
- Taxes and tax law
- EU law and institutions of the European Union

These modules may also have been completed as part of a Master's degree programme (e.g. MBA).

The coordinator of the degree programme decides whether this requirement has been fulfilled, whereby in cases of doubt, relevant professional experience over the eight weeks stipulated in Section 6 para. 2a can also be taken into consideration.

- (2) Special admission requirements, Section 9 para. 5 sentence 2 BbgH:
- a) Proof of an internship or professional activity in accordance with the qualification objectives of the degree programme (Section 1). The internship and the professional activity must either have been completed abroad (in relation to the home country) or have had a substantial international connection. The total duration of the activity must be at least eight weeks and evidence must be provided at the time of application. As an alternative to the internship or professional activity, proof of studies abroad can also be provided. Studies abroad are deemed to be academic achievements amounting to at least 25 ECTS credits that were completed abroad (in relation to the home country) as part of a professionally qualifying degree programme (Section 6 para. 1). In cases of doubt, the degree programme coordinator will decide whether these requirements have been met.
 - (b) Proof of language proficiency in English at the level of at least C1 of the Common European Framework of Reference for Languages (CEFR) or acquisition of a university entrance qualification or a university degree in English (recognized evidence of this as defined in the currently valid version of the guidelines for Proof of English language proficiency for enrolment at the Technical University of Applied Sciences Wildau)².
- (3) If the degree programme is admission-restricted, the regulations of Technical University of Applied Sciences Wildau for the selection of students in admission-restricted degree programmes² in their current version must be taken into account.
- (4) In accordance with Section 4 (3) of the Regulations of the Technical University of Applied Sciences Wildau for the Selection of Students for Degree Programmes with Restricted Admission³, a letter of motivation in English is required as an additional admission criterion, in which the applicant explains his/her motivation for or identification with the

² Guideline - Proof of English language proficiency for enrollment at the TH Wildau dated August 16, 2022 (Official Notices of the TH Wildau 28/2022)

³ Regulations of the Technical University of Applied Sciences Wildau for the selection of students in admission-restricted degree programs of 18 July 2017 (Official Notices of the TH Wildau 21/2017) last amended on 2 January 2018 (Official Notices of the TH Wildau 01/2018)

chosen degree programme on at least two and at most three pages. The letter of motivation must be submitted on time along with the other application documents.

§ 7

Specific degree programme schedule

- (1) The degree programme has a modular structure. The course consists of modules for which credit points are awarded in accordance with the European Credit Transfer System (ECTS). A total of 90 CP are awarded for successful completion of the programme.
- (2) The appendix to these study and examination regulations contains the curricula for the full-time and part-time programmes.
- (3) The modules listed in the curriculum represent the minimum number of modules to be completed in order to successfully complete the degree programme. The curriculum contains the modules' assigned semester, type, examination type, teaching form, weekly semester hours and credit points.
- (4) By resolution of the Examination Board, the order and type of examination specified in the curriculum may for compelling reasons be changed at short notice for an individual year of study in consultation with the degree programme coordinator.
- (5) The full-time study programme is structured as follows:
 - The first two semesters are made up of the programme's theoretical parts of 15 weeks each, followed by an examination period of two weeks.
 - In the second semester, students specialize in two areas, each containing two modules (Minor Specialization). In addition, a compulsory elective module must be taken. The two specializations and the elective module are chosen during the lecture period of the first semester.
 - The third semester begins with a further specialization phase lasting four weeks. In this specialisation phase, students can either complete an International Project or expand one of their two Minor Specializations into a Major Specialization, provided this is offered in the form of a corresponding module. The choice between International Project and Major Specialization is made in the lecture period of the second semester.
 - The remaining semester time of the third semester is used to write the Master's thesis and complete the colloquium.
- (6) The part-time study programme is structured as follows:
 - The first four semesters are made up of theoretical parts of 15 weeks each, followed by an examination period of two weeks.
 - In the second and fourth semesters, students specialize in two areas, each containing two modules (minor specialization). In addition, a compulsory elective module must be taken in the fourth semester. The first specialization is chosen in the lecture period of the first semester, the second specialization and the elective module in the lecture period of the third semester.
 - The fifth semester corresponds to the further specialization phase of the third semester of full-time study (Section 7 Para. 5). The choice between the International Project and Major Specialization is made in the lecture period of the fourth semester.
 - The sixth semester is used to write the Master's thesis and complete the colloquium.

- (7) The Faculty Board decides on a list of permissible compulsory elective modules and specializations. The list of permissible compulsory elective modules and specializations for the winter semester must be adopted by the Faculty Board at the end of the winter semester of the previous year, and those for the summer semester at the end of the summer semester of the previous year.
- (8) Each module included in the curriculum is described in the module handbook. The module handbook is published on the website of the degree programme. The module descriptions form the basis for the implementation of the modules; the lecturer designs the teaching on this basis. The completion of an examination using a multiple-choice format is permitted, but may not account for more than 50% of an examination.
- (9) Selection processes and preferences
 - Students are obliged to participate in all selection processes. They first state their preferences. Based on these preferences and internal university resources, students are assigned to modules.
 - Students whose preference relates to a module that cannot be offered for capacity reasons will be assigned to another module. The other preferences of the students must be taken into account as far as possible.

The deadlines in Section 20 (6) of the Framework Regulations also apply in the event of non-selection. In this case, the last day of the semester in which the respective module is scheduled in the study and examination regulations is deemed to be the examination date in accordance with sentence 1 of Section 20 (6).

- (10) If a repeat examination takes place together with students from subsequent years, the examination form and the examination scheme in the repeat examination can be adapted to the subsequent years.
- (11) Several examinations on one day are permitted in connection with repeat examinations.
- (12) In justified cases, students may switch once from full-time to part-time studies. Switching from part-time to full-time study is only possible once you have enrolled on the part-time course. As a general rule, the change is only possible in the winter semester and at the earliest after the second part-time semester. Admission to full-time studies is only granted if all modules of the previous semesters have been successfully completed. Transfer applications must be submitted to the Examination Board.
- (13) Students have the option of completing a semester abroad. During the lecture period of the previous semester, before the start of the semester abroad, a learning agreement must be confirmed in writing by the programme coordinator at the student's initiative. The modules specified in the Learning Agreement should meet the qualification objectives of the degree programme in terms of content and level. The International Office must be involved by the student. In principle, the second semester is suitable as a mobility window.

§ 8 Internship

Not applicable.

§ 9 Final thesis

A Master's thesis (20 CP) must be completed in the final semester in accordance with the curriculum. The application for the thesis is submitted online via the Thesis Planner to the examination board of the faculty. The processing period for the Master's thesis is 14 weeks.

§ 10 Final examination

(1) The final examination comprises the successful completion of all module examinations required in the curriculum, the successful completion of the Master's thesis and a colloquium in the form of an oral examination on the Master's thesis.

(2) The colloquium for the Master's thesis is generally open to all members of the university. It must be held immediately after both assessments have been submitted. Section 27 (8) of the Framework Regulations of the Technical University of Applied Sciences Wildau remains unaffected.

The colloquium for the Master's thesis takes place before an examination committee made up of at least the two examiners of the written thesis.

The chairperson of the examination board may replace one of the examiners with another expert examiner for a valid reason. The examination candidate must be informed immediately.

The oral examination is evaluated on the basis of differentiated grading criteria.

Students are not entitled to request a specific examiner.

(3) The colloquium for the Master's thesis is usually held as an individual examination. If the Master's thesis has been completed as group work, the colloquium for the Master's thesis may also be held as a group examination with up to two students. The contribution of each individual must also be individually definable and assessable in the colloquium.

(4) Minutes must be taken of the colloquium. This record of the examination must contain the main examination questions and answers as well as the overall assessment. It shall be kept by an examiner or an assessor and signed by all members of the examination board.

The examination result must be announced to the student(s) immediately after the examination and communicated to the Matriculation and Examinations Office.

§ 11 Double degree agreement

(1) A double degree for this and another similar degree programme at another university is awarded if a corresponding double degree agreement exists with the other university.

(2) The award of the double degree requires that this degree programme and at least one semester of study in the other, similar degree programme have been successfully completed. Further details are regulated by the specific double degree agreement.

§ 12 Academic degree

Once the course has been successfully completed, the academic degree "Master of Arts" is awarded.

§ 13 Entry into force

These study and examination regulations come into force after approval by the President of the Technical University of Applied Sciences Wildau on the day after publication in the Official Announcements of the Technical University of Applied Sciences Wildau and apply from the winter semester 2024/25.

Wildau, January 22, 2024

signed by Prof. Dr. rer. nat. Ulrike Tippe
President
of the Technical University of Applied Sciences Wildau

Appendix:

- Curricula

European Business Management [90 ECTS] (M.A.) Vollzeit															
FBR:		13.11.2023													
Module	V	Ü	L	P	S	ges. SWS	SoSe			WiSe			SoSe		
							1. Sem.			2. Sem.			3. Sem.		
							SWS	PA	CP	SWS	PA	CP	SWS	PA	CP
Strategic Management															
Strategic Planning	2	2				4	4	FMP	5						
Project Strategic Management					4	4				4	SMP	5			
Entrepreneurship & Business Development	2	2				4	4	KMP	5						
European Competences															
European Challenges of the 21st Century	2	2				4	4	KMP	5						
European Identities					4	4	4	SMP	5						
Management Competences															
International Negotiations & Conflict Management					4	4	4	SMP	5						
Information Management															
Data Science & Artificial Intelligence	2	2				4	4	SMP	5						
Specializations															
Minor Specialization I	4	4				8				8	**	10			
Minor Specialization II	4	4				8				8	**	10			
International Project or Major Specialization*															
Major Specialization	2	2				4							4	**	5
International Project				4		4							4	SMP	5
Elective Module and International Project															
Elective Module	2	2				4				4	**	5			
Summe der Semesterwochenstunden															
	20	20	0	4	12	52	24			24			4		
Summe der Credits Lehre						65			30			30			5
Credits f. Master's Thesis						20									20
Credits f. Kolloquium						5									5
Summe der Credits						90			30			30			30

* The International Project can be replaced by a Major Specialization and vice versa.

Abkürzung:

V Vorlesung
 Ü Übung
 L Labor
 P Projekt
 S Seminar

WiSe Wintersemester
 SoSe Sommersemester
 SWS Semesterwochenstunden
 PA Prüfungsart
 CP Credit Points

FMP Feste Modulprüfung
 SMP Studienbegl. Modulprüfung
 KMP Kombinierte Modulprüfung
 ** Die Prüfungsart ist einem gesonderten Wahlkatalog zu entnehmen.

European Business Management [90 ECTS] (M.A.) Teilzeit																								
FBR:		13.11.2023																						
Module	V	Ü	L	P	S	ges. SWS	SoSe			WiSe			SoSe			WiSe			SoSe			WiSe		
							1. Sem.			2. Sem.			3. Sem.			4. Sem.			5. Sem.			6. Sem.		
							SWS	PA	CP	SWS	PA	CP	SWS	PA	CP	SWS	PA	CP	SWS	PA	CP	SWS	PA	CP
Strategic Management																								
Strategic Planning	2	2				4	4	FMP	5															
Project Strategic Management					4	4				4	SMP	5												
Entrepreneurship & Business Development	2	2				4	4	KMP	5															
European Competences																								
European Challenges of the 21st Century	2	2				4						4	KMP	5										
European Identities					4	4	4	SMP	5															
Management Competences																								
International Negotiations & Conflict Management					4	4						4	SMP	5										
Information Management																								
Data Science & Artificial Intelligence	2	2				4						4	SMP	5										
Specializations																								
Minor Specialization I	4	4				8				8	**	10												
Minor Specialization II	4	4				8								8	**	10								
International Project or Major Specialization*																								
Major Specialization	2	2				4											4	**	5					
International Project					4	4											4	SMP	5					
Elective Module and International Project																								
Elective Module	2	2				4								4	**	5								
Summe der Semesterwochenstunden																								
	20	20	0	4	12	52	12			12			12			12			4					
Summe der Credits Lehre																								
						65			15			15			15			15			5			
Credits f. Master's Thesis																								
						20																20		
Credits f. Kolloquium																								
						5																5		
Summe der Credits																								
						90			15			15			15			15			5	25		

* The International Project can be replaced by a Major Specialization and vice versa.

Abkürzung:
V Vorlesung
Ü Übung
L Labor
P Projekt
S Seminar
WiSe Wintersemester
SoSe Sommersemester
SWS Semesterwochenstunden
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FMP Feste Modulprüfung
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KMP Kombinierte Modulprüfung
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