|  |  |
| --- | --- |
| 1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION |  |
| 1.1 Family name(s) / 1.2 First name(s) |
|  |
|  |
| 1.3 Date of birth (dd/mm/yyyy) |
|  |
|  |
| 1.4 Student identification number or code (if applicable) |  |
|  |
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|  |
| 2. INFORMATION IDENTIFYING THE QUALIFICATION |  |
| 2.1 Name of qualification and (if applicable) title conferred (in original language) |
| Master of Art Sustainable Entrepreneurship & Social Innovation |
|  |
| 2.2 Main field(s) of study for the qualification |  |
|  |
|  |
| 2.3 Name and status of awarding institution (in original language) |
| Hochschule für nachhaltige Entwicklung Eberswalde (University of Applied Sciences)Faculty of Sustainable Economics |
|  |
| 2.4 Name and status of institution (if different from 2.3) administering studies (in original language)  |
|  |
| 2.5 Language(s) of instruction/examination |
| German / English |
|  |

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| 3. INFORMATION ON THE LEVEL AND DURATION OF THE QUALIFICATION |  |
| 3.1 Level of the qualification |
| Master |
|  |
| 3.2 Official duration of programme in credits and/or years |
| 4 Semester, 120 ECTS |
|  |
| 3.3 Access requirement(s) |  |
| The applicants must have a first professional university degree with at least 180 ECTS. This must be obtained in the field of economics or in a degree program with an economics component.At least 30 ECTS must be earned in the core modules of the first-degree program in economics. To prove this, the application must be supplemented with relevant certificates, testimonials, work references or certificates of employment or proof of work experience, etc.All applicants must prove that they are qualified in the English and German language: European Framework of Reference with at least level B2, or comparable qualifications. For the equivalence test, a copy of the relevant language certificate must be submitted.Applicants whose native language is German are not required to submit proof of German language proficiency. Applicants whose native language is English in their home country do not have to submit a language certificate of the English language.If the number of applicants is greater than the number of study places, the study places will be allocated according to the "Ordinance on the Allocation of Study Places in Admission-restricted Study Programs by the Universities of the State of Brandenburg" („Verordnung über die Vergabe von Studienplätzen in zulassungsbeschränkten Studiengängen durch die Hochschulen des Landes Brandenburg“ - Hochschulvergabeordnung - HVVBbg).Further details on the application procedure are available in the study and examination regulations for the Master's program "Sustainable Entrepreneurship & Social Innovation" as well as in the applicable Study and Examination Framework Regulations (“Rahmenstudien- und Rahmenprüfungsordnung“ - RSPO) of the study programs of the Eberswalde University of Applied Sciences (HNEE). |
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|  |
| 4. INFORMATION ON THE PROGRAMME COMPLETED AND THE RESULTS OBTAINED |  |
| 4.1 Mode of study |
| Full-time study program  |
| 4.2 Programme learning outcomes**Aim of the Master's program:**The master's program "Sustainable Entrepreneurship & Social Innovation" offers a project-based and therefore application-oriented management education, which provides students with professional, methodological, personal and intercultural competencies, which together enable students to shape sustainable development in public welfare-oriented companies. The competence to design and create for sustainable development refers to the ability, to identify and analyze sustainability problems in order to be able to make decisions and take measures to address them, to solve these problems and to implement or support sustainable development processes.Students will be trained to identify the 17 Sustainable Development Goals (SDGs) of the United Nations (UN) on the basis of a public welfare-oriented company, to participate as social entrepreneurs themselves and to support and advise companies and organizations in the development of social- and sustainability-oriented innovations and business models.Graduates will gain a comprehensive overview of the economic, legal, ethical, and social dimensions of sustainability-oriented entrepreneurship and management. The necessary professional competencies to realize social innovations (such as social innovations and digital transformation, stakeholder engagement and marketing of social innovations, or impact measurement and sustainability controlling) are taught in the course of study in an application-oriented manner and through solution-oriented learning. With regard to methodological competence, graduates are qualified for knowledge management, which enables them to navigate in the dynamic context of sustainable development and provides them with well-founded information on the latest state of knowledge in order to derive scientifically-based starting points for a sustainability-oriented organization of companies.Within the framework of the Social Innovation Project (SIP), graduates are enabled to develop a bankable business concept for the founding of a sustainable social enterprise that meets all requirements regarding business model, financing, organization, marketing and impact measurement and are able to convincingly present their public welfare-oriented business concept to potential investors.Graduates are characterized by a high level of social and personal skills. In preparation for the occupational field, these competencies are extensively taught and tested in the SIP, e.g. by means of creativity techniques or conflict resolution strategies. Through various forms of cooperation with the international partner universities and group work, students are prepared to work in international teams.In addition, graduates are able to reflect on their own work and impact and that of others in an appropriate manner.This enables them to recognize the possibilities and limitations of the acting persons and to adequately take or delegate responsibility. |
|  |  |
|

| **Overall study goals** | **Capability goals in terms of learning outcomes** | **Modules** |
| --- | --- | --- |
| Graduates will be able toapply techniques of collective creativity andapply these in intercultural teams. | Graduates can use team dynamics inintercultural teams to achieve shared project goals.have learned to moderatesmall groups and applystrategies for conflict management.have learned creativity techniques such asDesign Thinking, and can use themto develop collectivecreativity.are familiar with methods for visualmodelling of ideas, processesand contexts. | Project-based course options:Social Innovation Project 1 –Co-creative Design Thinking methods (M) |
| Graduates mastertechniques to structure their own and other people's work and impact and are able toindependently apply different research methods.Graduates are familiar with the process of prototypingand are able to create a "minimum viable product (MVP)" with including customer feedback.Graduates know theessential aspects of asustainable business plan and are able to independently write and present it.Graduates are familiar with thepossibilities for implementation andfinancing of sustainability-oriented projectsand know how to use these.Graduates mastermethods for evaluating andscaling of social entrepreneurialactivities.Graduates knowthe economic framework within which sustainable developmentoperates.Graduates have anin-depth understanding of the role andthe contribution of regional, innovativeeconomic actors to thesocial transformation.Graduates can use theirpersonal competencies inintercultural project teamsand to take into account cultural and personal differences in the achievement ofthe project goals.Graduates are able to holisticallythink about social, ecological andeconomic contextsand develop ideas andconcepts for the economy of thefuture in a creative way.Graduates havecomprehensive knowledge regarding a successful common good oriented and digital innovation management.Graduates are ableto manage personnel by focusing on sustainableand intercultural aspects.Graduates are able toconduct stakeholder analysis independentlyand develop sustainablemarketing strategies forsocial innovations.Graduates are familiar with thepossibilities, goals and methods of impact measurement andsustainability controlling.Graduates will be able to applymanagement and leadership skills in typicaldecision-making situationsof public welfare-oriented companies.Graduates will be able towrite complex scientific paperswith practical relevance. | Graduatescan independently develop aresearch question on a topic in aa complex professional context and work on it.have an overview ofdifferent research methodsand are able to develop their own research design.can organize interviews with experts ona specific research topic andsuccessfully conduct it.are proficient in written andgraphical as well as scientific and comprehensiblepreparation of the results.Graduatesknow innovative methods such as the Lean Startup method and canapply them to the development of aninnovative prototype.are qualified to systematically record andevaluate customer feedback.know different methods to attract potentialfirst-time buyers and can apply them in the founding phase.Graduatesare able to develop a completebankable business conceptfor the foundation of a public welfare-orientedcompany.know and differentiatedifferent methods and toolsfor the development of sustainablebusiness models and know how toapply them.can present their public welfare-orientedbusiness concept in front of potential(social) investors in a convincing way.can prepare a sustainable business concept for participation in a business plan competition.Graduatescan support the trend toward sustainabilityin the world of banking and financeand make it usable for companies oriented toward the common good.know different possibilitiesfor the funding of sustainableprojects.implement their public welfare-orientedproject within a manageablescope.Graduatescan use methods of evaluationand scaling ofsocial entrepreneurial activitiesand calculate their social impact.are able to carry out a crowdfundingcampaign.Graduateshave an overview of the effects of selectedenvironmental policy instruments andknow the requirements for theframework of a social transformationand a change in organizations.can identify concepts, strategies andapproaches from differentperspectives in science and practiceand categorize them by means of stakeholder analysis.have the ability to understand and reflect on the effects of economic activities onsociety and the environmentand explain them, in order tobe able to make ethical decisions and act ethically on this basis.have basic knowledge inthe development of the law ofsustainability and its current national andEuropean anchoring.Graduatesknow geographical dimension ofeconomic activity, regional economics,regional economic policy andgeographical theories of growth andshrinkage.are able to develop (supra-)regionalinnovation andtransformation strategies andtools of the (regional)innovation managementand to understand the importance ofof social innovations for regionaltransformation processes.Graduatesknow methods in the field ofstress management,personality development andmotivation.can express and describe their own vision and motivation in relation tosustainable development.perceive the perspectives andneeds of others and are able to respectfully deal with personal andcultural differences andapply conflict resolution strategies.Graduatesknow the essential goals,basic assumptions and challenges of sustainable development.can develop innovative ideas and creativeconcepts for a more sustainableeconomy in a creative process.deal with current complexproblems in connection with theUN Sustainable Development Goalsand are able to present their own approaches to solutions and support them with well-founded arguments.Graduatesare able to evaluate organizationaltechnological and socialinnovations.can apply different development,implementation and scaling methods for social innovations.can demonstrate the relationshipbetween the scaling ofinnovations for the common goodand digitization.Graduatesare able to classify theoretical modelsof sustainable human resource managementand evaluate them as well as analysecommunicative styles with regard toculture-specific aspects.have learned how to prepareand conduct personnel development meetings in a structured way.understand the role ofhuman resource management in theimplementation ofsustainability strategies.can understand the emergence ofculture-related conflicts andcritical interculturalinteractive situations in theworkplace and analyse them.Graduatesare able to develop ethical andsustainability-oriented marketing conceptsand to achieve success through communicationand reputation management.master the methods ofstakeholder analysis andstakeholder management with the help ofa stakeholder map and understand theimportance ofcommunity management inachievement of public welfare-orientedcorporate goals.Graduatescan apply methods of socialimpact measurement and scalesocial impact of apublic welfare-orientedcompany in a structured way.understand the structures andprocesses of sustainability controlling and can use them to derive and preparesuitable decision support for the orientation of the company.Graduatesare trained in a model-likesimulation of business processes to use the skills and knowledge they have acquired in semesters 1 to 3.can analyse influencing factors on theentrepreneurial activity and develop strategies for sustainable business success.Graduatesare able to work scientificallyand deal critically and analyticallywith complex issues and subject matter.can develop their own research design and apply it in aresult-oriented and independent working method. | Social Innovation Project 2 –Empiric Social Research (M)Social Innovation Project 3 – Social Business Modelling (M) Social Innovation Project 4 – Sustainable Business Plan (M)Social Innovation Project 5 – Implementing the Prototype & Finance (M)Social Innovation Project 6 – Evaluation & Scaling (M)Management and SocialEntrepreneurship Basics:Economic framework of Sustainable Development (M)Transformation through innovation in the region (EM)Personal and interculturalCompetencies (EM)**Management and Social Entrepreneurship – Specialization:**Designing Future Economies (M)Social Innovation and Digital Transformation (M)Sustainable Human Resource Management (EM)Stakeholder Engagement and Social Innovation Marketing (M)Impact measurement andSustainability controlling (M)Business Simulation Game (EM)Master Thesis (M) |

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|  |
| 4.3 Program details, individual credits gained, and grades/marks obtained |
| The program is a full-time study with a standard period of study of 4 semesters. The student workload for one ECTS credit is estimated at 30 hours. Individually acquired credit points and achieved grades are shown in the diploma. |
|  |
| 4.4 Grading system and, if available, grade distribution table |
| The grading system complies with the standards of the European Credit Transfer System (ECTS). |
|  |
| 4.5 Overall classification of the qualification (in original language) |
| The overall grade of the Master examination is calculated as an average grade, which is made up of the weighted individual grades of the modules. The weighting is based on the allocation of credit points. The credit points of the modules not graded are not considered in the calculation of the overall grade. However, they are shown in the final grade certificate. |

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| 5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION |  |
| 5.1 Access to further study |
| Graduates are qualified to submit an application for admission to a doctoral/PhD program. |
|  |
| 5.2 Access to a regulated profession (if applicable) |
| The degree entitles the holder to exercise the profession in the field of "Sustainable Entrepreneurship & Social Innovation". Furthermore, the holder is entitled to use the legally protected title "Master of Arts" (documented by the "Master certificate"). |
|  |
|  |
| 6. ADDITIONAL INFORMATION |  |
| 6.1 Additional information |
| The tradition of forestry research and scientific teaching, especially on the basic approach of sustainable management, has existed in Eberswalde since 1830. |
|  |
| 6.2 Further information sources |  |
| <http://www.hnee.de>  |
|  |
|  |
| 7. CERTIFICATION |
|  |
| This Diploma Supplement refers to the following original documents: |
| Document on the award of the academic degree (Urkunde über die Verleihung des Akademischen Grades) [date] |
| Certificate (Zeugnis) [date] |
| Transcript of Records [date] |
|  |
|  |
|  |
| Certification Date: |  |  |
|  | Chairwoman/Chairman Examination Committee |
| (Official Stamp/Seal) |  |
|  |  |
|  |  |

8. NATIONAL HIGHER EDUCATION SYSTEM

The information on the national higher education system on the following pages provides a context for the qualification and the type of higher education institution that awarded it.

**8. INFORMATION ON THE GERMAN HIGHER EDUCATION**

 **SYSTEM**[[1]](#endnote-1)

**8.1 Types of Institutions and Institutional Status**

Higher education (HE) studies in Germany are offered at three types of Higher Education Institutions (HEI)*.*[[2]](#endnote-2)

*- Universitäten* (Universities) including various specialised institutions, offer the whole range of academic disciplines. In the German tradition, universities focus in particular on basic research so that advanced stages of study have mainly theoretical orientation and research-oriented components.

*- Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (Universities of Applied Sciences, UAS) concentrate their study programmes in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies an application-oriented focus of studies, which includes integrated and supervised work assignments in industry, enterprises or other relevant institutions.

*- Kunst- und Musikhochschulen* (Universities of Art/Music) offer studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

Higher Education Institutions are either state or state-recognised institutions. In their operations, including the organisation of studies and the designation and award of degrees, they are both subject to higher education legislation.

**8.2 Types of Programmes and Degrees Awarded**

Studies in all three types of institutions have traditionally been offered in integrated "long" (one-tier) programmes leading to *Diplom*- or *Magister Artium* degrees or completed by a *Staatsprüfung* (State Examination).

Within the framework of the Bologna-Process one-tier study programmes are successively being replaced by a two-tier study system. Since 1998, two-tier degrees (Bachelor’s and Master’s) have been introduced in almost all study programmes. This change is designed to enlarge variety and flexibility for students in planning and pursuing educational objectives; it also enhances international compatibility of studies.

The German Qualifications Framework for Higher Education Qualifications (HQR)[[3]](#endnote-3) describes the qualification levels as well as the resulting qualifications and competences of the graduates. The three levels of the HQR correspond to the levels 6, 7 and 8 of the German Qualifications Framework for Lifelong Learning[[4]](#endnote-4) and the European Qualifications Framework for Lifelong Learning[[5]](#endnote-5).

For details cf. Sec. 8.4.1, 8.4.2, and 8.4.3 respectively. Table 1 provides a synoptic summary.

**8.3 Approval/Accreditation of Programmes and Degrees**

To ensure quality and comparability of qualifications, the organisation of studies and general degree requirements have to conform to principles and regulations established by the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK).[[6]](#endnote-6) In 1999, a system of accreditation for Bachelor’s and Master’s programmes has become operational. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the seal of the Accreditation Council.[[7]](#endnote-7)

**Table 1: Institutions, Programmes and Degrees in German Higher Education**

Integrated/long (one-tier) Programmes

Doctorate

Transfer procedures

**Doctorate**

**(Dr.)**

(Thesis research; may include formal course work)

*Diplom* (FH) degree [4 years]

*Diplom & M.A.* degree, certificates, certified examinations

[4-5 years]

**Doctorate**

**(Dr.)**

UNIVERSITIES
(*Universitäten*) &

SPECIALISED INSTITUTIONS

of university standing

(*Theologische und Pädagogische Hochschulen)*

[Doctorate]

[Doctorate]

Universities of applied sciences (uas)

(*fachhochschulen,*

*FH, and Hochschulen für Angewandte Wissenschaften, HAW)*

Universities of art/Music

(*Kunst-/ Musikhochschulen*)

[Some Doctorate]

*Diplom & Magister Artium* (M.A.) degree [4-5 years]

*Staatsprüfung* (State Examination) [3.5-6.5 years]

Master (M.A./M.Sc./M.Eng./LL.M./M.Ed.)

[1-2 years]

Bachelor (B.A./B.Sc./B.Eng./LL.B./B.Ed.)

[3-4 years]

Master (M.A./M.Sc./M.Eng./LL.M.)

[1-2 years]

Bachelor (B.A./B.Sc./B.Eng./LL.B.)

[3-4 years]

Master (M.A./M.F.A./M.Mus./M.Ed.)

[1-2 years]

Bachelor (B.A./B.F.A./B.Mus./B.Ed.)

[3-4 years]

Transfer procedures

Transfer procedures

Transfer procedures

Programmes/

degrees

First degree

Second degree

Transfer procedures

**8.4 Organisation and Structure of Studies**

The following programmes apply to all three types of institutions. Bachelor’s and Master’s study programmes may be studied consecutively, at various higher education institutions, at different types of higher education institutions and with phases of professional work between the first and the second qualification. The organisation of the study programmes makes use of modular components and of the European Credit Transfer and Accumulation System (ECTS) with 30 credits corresponding to one semester.

**8.4.1 Bachelor**

Bachelor’s degree programmes lay the academic foundations, provide methodological competences and include skills related to the professional field. The Bachelor’s degree is awarded after 3 to 4 years.

The Bachelor’s degree programme includes a thesis requirement. Study programmes leading to the Bachelor’s degree must be accredited according to the Interstate study accreditation treaty.[[8]](#endnote-8)

First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.), Bachelor of Music (B.Mus.) or Bachelor of Education (B.Ed.).

The Bachelor’s degree corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

* + 1. **Master**

Master is the second degree after another 1 to 2 years. Master’s programmes may be differentiated by the profile types “practice-oriented” and “research-oriented”. Higher Education Institutions define the profile.

The Master’s degree programme includes a thesis requirement. Study programmes leading to the Master’s degree must be accredited according to the Interstate study accreditation treaty.[[9]](#endnote-9)

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (L.L.M.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.) or Master of Education (M.Ed.). Master´s programmes which are designed for continuing education may carry other designations (e.g. MBA).

The Master’s degree corresponds to level 7 of the German Qualifications Framework/ European Qualifications Framework.

* + 1. **Integrated "Long" Programmes (One-Tier):**

***Diplom* degrees, *Magister Artium, Staatsprüfung***

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specialisations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master’s level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3.5 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder.*

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent and correspond to level 7 of the German Qualifications Framework/European Qualifications Framework.

They qualify to apply for admission to doctoral studies. Further prerequisites for admission may be defined by the Higher Education Institution, cf. Sec. 8.5.

- Integrated studies at *Fachhochschulen* *(FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (Universities of Applied Sciences, UAS) last 4 years and lead to a *Diplom (FH)* degree which corresponds to level 6 of the German Qualifications Framework/European Qualifications Framework.

Qualified graduates of FH/HAW/UAS may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.

- Studies at *Kunst- and Musikhochschulen* (Universities of Art/Music etc.) are more diverse in their organisation, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the integrated study programme awards include certificates and certified examinations for specialised areas and professional purposes.

* 1. **Doctorate**

Universities as well as specialised institutions of university standing, some of the FH/HAW/UAS and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master’s degree (UAS and U), a *Magister* degree*,* a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Comparable degrees from universities of art and music can in exceptional cases (study programmes such as music theory, musicology, pedagogy of arts and music, media studies) also formally qualify for doctoral work. Particularly qualified holders of a Bachelor’s degree or a *Diplom* *(FH)* degree may also be admitted to doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor.

The doctoral degree corresponds to level 8 of the German Qualifications Framework/ European Qualifications Framework.

* 1. **Grading Scheme**

The grading scheme in Germany usually comprises five levels (with numerical equivalents; intermediate grades may be given): "*Sehr Gut*" (1) = Very Good; "*Gut*" (2) = Good; "*Befriedigend*" (3) = Satisfactory; "*Ausreichend*" (4) = Sufficient; "*Nicht ausreichend*" (5) = Non-Sufficient/Fail. The minimum passing grade is "*Ausreichend*" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.

In addition, grade distribution tables as described in the ECTS Users’ Guide are used to indicate the relative distribution of grades within a reference group.

* 1. **Access to Higher Education**

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife*, *Abitur*) after 12 to 13 years of schooling allows for admission to all higher educational studies. Specialised variants (*Fachgebundene Hochschulreife*) allow for admission at *Fachhochsch*ule*n (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (UAS), universities and equivalent higher education institutions, but only in particular disciplines. Access to study programmes at *Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (UAS) is also possible with a *Fachhochschulreife*, which can usually be acquiredafter 12 years of schooling. Admission to study programmes at Universities of Art/Music and comparable study programmes at other higher education institutions as well as admission to a study programme in sports may be based on other or additional evidence demonstrating individual aptitude.

Applicants with a qualification in vocational education and training but without a school-based higher education entrance qualification are entitled to a general higher education entrance qualification and thus to access to all study programmes, provided they have obtained advanced further training certificates in particular state-regulated vocational fields (e.g. *Meister/Meisterin im Handwerk, Industriemeister/in, Fachwirt/in (IHK), Betriebswirt/in (IHK) und (HWK), staatlich gebrüfte/r Techniker/in, staatlich geprüfte/r Betriebswirt/in, staatlich geprüfte/r Gestalter/in, staatlich geprüfte/r Erzieher/in*). Vocationally qualified applicants can obtain a *Fachgebundene Hochschulreife* after completing a state-regulated vocational education of at least two years’ duration plus professional practice of normally at least three years’ duration, after having successfully passed an aptitude test at a higher education institution or other state institution; the aptitude test may be replaced by successfully completed trial studies of at least one year’s duration.[[10]](#endnote-10)

Higher Education Institutions may [in](http://dict.leo.org/se?lp=ende&p=/Mn4k.&search=in) [certain](http://dict.leo.org/se?lp=ende&p=/Mn4k.&search=certain) [cases](http://dict.leo.org/se?lp=ende&p=/Mn4k.&search=cases) apply additional admission procedures.

* 1. **National Sources of Information**
* *Kultusministerkonferenz* *(KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Graurheindorfer Str. 157, D-53117 Bonn;

Phone: +49[0]228/501-0; [www.kmk.org](http://www.kmk.org); E-Mail: hochschulen@kmk.org

* Central Office for Foreign Education (ZAB) as German NARIC; [www.kmk.org](http://www.kmk.org); E-Mail: zab@kmk.org
* German information office of the *Länder* in the EURYDICE Network, providing the national dossier on the education system; [www.kmk.org](http://www.kmk.org); E-Mail: Eurydice@kmk.org
* *Hochschulrektorenkonferenz* *(HRK)* [German Rectors’ Conference]; Leipziger Platz 11, D-10117 Berlin, Phone: +49 30 206292-11; [www.hrk.de](http://www.hrk.de); E-Mail: post@hrk.de
* "Higher Education Compass" of the German Rectors’ Conference features comprehensive information on institutions, programmes of study, etc. ([www.higher-education-compass.de](http://www.higher-education-compass.de))
1. The information covers only aspects directly relevant to purposes of the Diploma Supplement. [↑](#endnote-ref-1)
2. *Berufsakademien* are not considered as Higher Education Institutions, they only exist in some of the *Länder*. They offer educational programmes in close cooperation with private companies. Students receive a formal degree and carry out an apprenticeship at the company. Some *Berufsakademien* offer Bachelor courses which are recognised as an academic degree if they are accredited by the Accreditation Council. [↑](#endnote-ref-2)
3. German Qualifications Framework for Higher Education Degrees. (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16 February 2017). [↑](#endnote-ref-3)
4. German Qualifications Framework for Lifelong Learning (DQR). Joint resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany, the German Federal Ministry of Education and Research, the German Conference of Economics Ministers and the German Federal Ministry of Economics and Technology (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 15 November 2012). More information at [www.dqr.de](http://www.dqr.de) [↑](#endnote-ref-4)
5. Recommendation of the European Parliament and the European Council on the establishment of a European Qualifications Framework for Lifelong Learning of 23 April 2008 (2008/C 111/01 – European Qualifications Framework for Lifelong Learning – EQF). [↑](#endnote-ref-5)
6. Specimen decree pursuant to Article 4, paragraphs 1 – 4 of the interstate study accreditation treaty (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany of 7 December 2017). [↑](#endnote-ref-6)
7. Interstate Treaty on the organization of a joint accreditation system to ensure the quality of teaching and learning at German higher education institutions (Interstate study accreditation treaty) (Decision of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany of 8 December 2016), Enacted on 1 January 2018. [↑](#endnote-ref-7)
8. See note No. 7. [↑](#endnote-ref-8)
9. See note No. 7. [↑](#endnote-ref-9)
10. Access to higher education for applicants with a vocational qualification, but without a school-based higher education entrance qualification (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 6 March 2009). [↑](#endnote-ref-10)