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Diploma Supplement

für **«Vorname» «Name»**
Geburtsdatum **«GebDatumL»**

1. Angaben zur Person

Familienname(n): **«Name»** Vorname: **«Vorname»**
Geburtsort: **«GebOrt»** Geburtsdatum: **«GebDatumL»**

2. Angaben zur Qualifikation und zur verleihenden Institution

Name der Qualifikation: **Bachelor of Arts**
Hauptstudienfächer: **Soziale Arbeit**
Name der Einrichtung: **Hochschule Neubrandenburg - University of Applied Sciences**
Akkreditierung: **Dieser Studiengang wurde von der Akkreditierungsagentur für Studiengänge im Bereich Heilpädagogik, Pflege, Gesundheit und Soziale Arbeit (ACQUIN) akkreditiert.**
Status der Einrichtung: **Fachhochschule, staatliche Einrichtung**
In der Lehre / in der Prüfung verwandte Sprache(n): **Deutsch, Englisch**

3. Angaben zum Niveau der Qualifikation

Niveau der Qualifikation: **Hochschulischer Bachelor-Abschluss (Bachelor of Arts)**
Regelstudienzeit: **3 Jahre (6 Semester) 30 Kreditpunkte (gemäß ECTS) pro Semester**
Zugangsvoraussetzungen: **Allgemeine Hochschulreife bzw. vergleichbare Qualifikation**

4. Angaben über den Inhalt und die erzielten Ergebnisse

Studienart:	Vollzeit
Anforderungen des Studienganges:	<p>Sechsemestriges wissenschaftliches Fachstudium zur Vermittlung eines breiten Grundlagenwissens sowie der Methoden und Theorien in den studierten Fächern im Umfang von mindestens 170 Kreditpunkten und 10 Kreditpunkten für die Bachelorprüfung (insgesamt 180 Kreditpunkte gemäß ECTS)</p> <p>Als durchschnittliche Arbeitsbelastung werden 1.800 Arbeitsstunden pro Studienjahr angesetzt und in 60 Kreditpunkte (30 Kreditpunkte pro Semester) umgerechnet. Ein Kreditpunkt entspricht somit dem geschätzten Arbeitsaufwand von ca. 30 Stunden.</p>
Details:	<p>Ziel des Studiums des Bachelor-Studiengangs „Soziale Arbeit“ ist die Aneignung von fachspezifischem Basiswissen auf der Grundlage neuester wissenschaftlicher Erkenntnisse sowie die Herausbildung der für die beruflichen Tätigkeiten des Sozialarbeiters notwendigen Handlungskompetenzen.</p>
Studierte Module und erzielte Kreditpunkte/Noten:	<p>Siehe auf den folgenden Seiten Transcript of Records sowie Prüfungszeugnis zu mündlichen und schriftlichen Themen der Abschlussprüfung.</p>
Notenstatistik:	<p>1,0 „Sehr gut“ 2,0 „Gut“ 3,0 „Befriedigend“ 4,0 „Ausreichend“ „Nicht ausreichend“</p>
Folgende Differenzierungen sind möglich:	<p>1,0; 1,3; 1,7; 2,0; 2,3; 2,7; 3,3; 3,7; 4,0</p>
Gesamtklassifikation der Qualifikation:	<p>Note: «GesNoteT» («GesNote»)</p>

5. Angaben zur Funktion der Qualifikation

Erworbener akademischer Grad/berufliche Eignung	<p>Bachelor of Arts (B.A.)</p> <p>Der akademische Grad Bachelor of Arts ist ein berufsqualifizierender Abschluss und berechtigt den Inhaber zur Führung des Titels Bachelor of Arts (B.A.)</p>
Zugangsberechtigung zu weiterführenden Studien	<p>Der Abschluss berechtigt zur Aufnahme eines Master-Studienganges</p>

6. Sonstige Angaben

Weitere Angaben:	<p>Weitere Angaben zum Studiengang finden Sie auf den Seiten der Hochschule Neubrandenburg – University of Applied Sciences unter: www.hs-nb.de</p> <p>Kontakt: Hochschule Neubrandenburg – University of Applied Sciences Fachbereich Soziale Arbeit, Bildung und Erziehung PF 110121 17041 Neubrandenburg</p>
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7. Beurkundung des Zusatzes

Das Diploma Supplement bezieht sich auf folgende Dokumente:

Urkunde über die Verleihung des Bachelor-Grades vom «PruefDatum»

Prüfungszeugnis vom «PruefDatum»

Transcript of Records «PruefDatum»

Neubrandenburg, den «PruefDatum»

Siegel

Dekanin/Dekan



This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should be provided.

Diploma Supplement

for: «Vorname» «Name»

date of birth: «GebDatumLE»

1. Personal details

Family name: «Name» First name: «Vorname»

place of birth: «GebOrt» date of birth: «GebDatum»

2. Qualification

Name of qualification: Bachelor of Arts

Main field(s) of study: Social Work

Institution awarding the qualification: Hochschule Neubrandenburg - University of Applied Sciences

Accreditation: The course will be accredited by the Department of Accreditation Agency for Study Programmes in Special Education, Care, Health Sciences and Social Work (ACQUIN)

Institution administering studies: University of Applied Sciences, national institution

Languages of instruction/ examination): german, english

3. Level of qualification

Level: Bachelor of Arts

Official length of programme: 3 years (6 semester) 30 credit points (accordant ECTS) per semester

Access requirements: Baccalaureate and comparable qualifications

4. Contents and results gained

Mode of study:	Full time modularized study (six semesters in three years including practical placement, examinations and Bachelor thesis)										
Programme requirements/ qualification profile of the graduate:	<p>Special scientific study about 6 semester to convey a basic knowledge as well as the methods and theories per studying course as soon as 170 credit points and 10 credit points for the bachelor exam. (totally 180 Credit points accorded to the ECTS)</p> <p>There is an average workload of 1.800 hours per year. It will be converted into 60 credit points (30 credit points per semester). One credit point relates a workload about 30 hours.</p>										
Details:	The bachelor-degree course "Social Work" aims at the acquisition of subject-specific basic knowledge based upon latest scientific research as well as the development of professional competence required for the occupational activities of a social worker.										
Optional domain:	<p>Multidisciplinary studies to acquire job market or interdisciplinary qualifications in line with the B.A. study – divided in following domains:</p> <ol style="list-style-type: none"> 1. foreign languages, 2. Presentation, communication and argumentation, 3. Information technology, 4. Interdisciplinary studying objects and/or supplemental studying objects of other courses, 5. practical training <p>Overall at the end of the successful conclusion you have to prove minimum 30 CP, shared to minimum three of the five domains. The grade of a module of the optional domain agrees as an exam relevant grade to the B.A.-grade.</p>										
Programme details	Vide transcript of records										
Grading scheme:	<table> <tr> <td>1,0 (A) very good</td> <td>(NN%)</td> </tr> <tr> <td>2,0 (B) good</td> <td>(NN%)</td> </tr> <tr> <td>3,0 (C) satisfactory</td> <td>(NN%)</td> </tr> <tr> <td>4,0 (D) sufficient</td> <td>(NN%)</td> </tr> <tr> <td>(E) fail</td> <td>(NN%)</td> </tr> </table>	1,0 (A) very good	(NN%)	2,0 (B) good	(NN%)	3,0 (C) satisfactory	(NN%)	4,0 (D) sufficient	(NN%)	(E) fail	(NN%)
1,0 (A) very good	(NN%)										
2,0 (B) good	(NN%)										
3,0 (C) satisfactory	(NN%)										
4,0 (D) sufficient	(NN%)										
(E) fail	(NN%)										
The following differentiations are possible:	<p>A = 4,0 grade points A- = 3,7 grade points B+ = 3,3 grade points B = 3,0 grade points B- = 2,7 grade points C+ = 2,3 grade points C = 2,0 grade points C- = 1,7 grade points D+ = 1,3 grade points D = 1,0 grade points</p>										
Overall Classification:	«GesNoteTE»										

5. Function of the qualification

Acquired Academic Degree / Occupational Aptitude

Bachelor of Arts (B.A.)

The academic degree Bachelor of Arts is a degree qualifying for a profession and enables the graduate to hold the title Bachelor of Arts.

Professional status

Basically authorized to entry a master Study

6. Additional information

Additional information

For more details see also the website of the Hochschule Neubrandenburg/University of Applied Sciences:
www.hs-nb.de

Contact:

Hochschule Neubrandenburg
University of Applied Sciences
Department of Social work and Education
Dean
POB 110121
17041 Neubrandenburg
Germany

Further information sources

7. Certification

This Diploma Supplement refers to the following original documents:

Certificate about granting the Bachelor-grade

«PruefDatum»

Testamur of

«PruefDatum»

Transcript of Records

«PruefDatum»

Neubrandenburg, «PruefDatum»

Official stamp/ seal

Dean

8. INFORMATION ON THE GERMAN HIGHER EDUCATION SYSTEM¹

8.1 Types of Institutions and Institutional Status

Higher education (HE) studies in Germany are offered at three types of Higher Education Institutions (HEI).ⁱⁱ

- *Universitäten* (Universities) including various specialized 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* (Hochschulen - Universities of Applied Sciences) 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 a distinct application-oriented focus and professional character of studies, which include 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-recognized institutions. In their operations, including the organization 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).

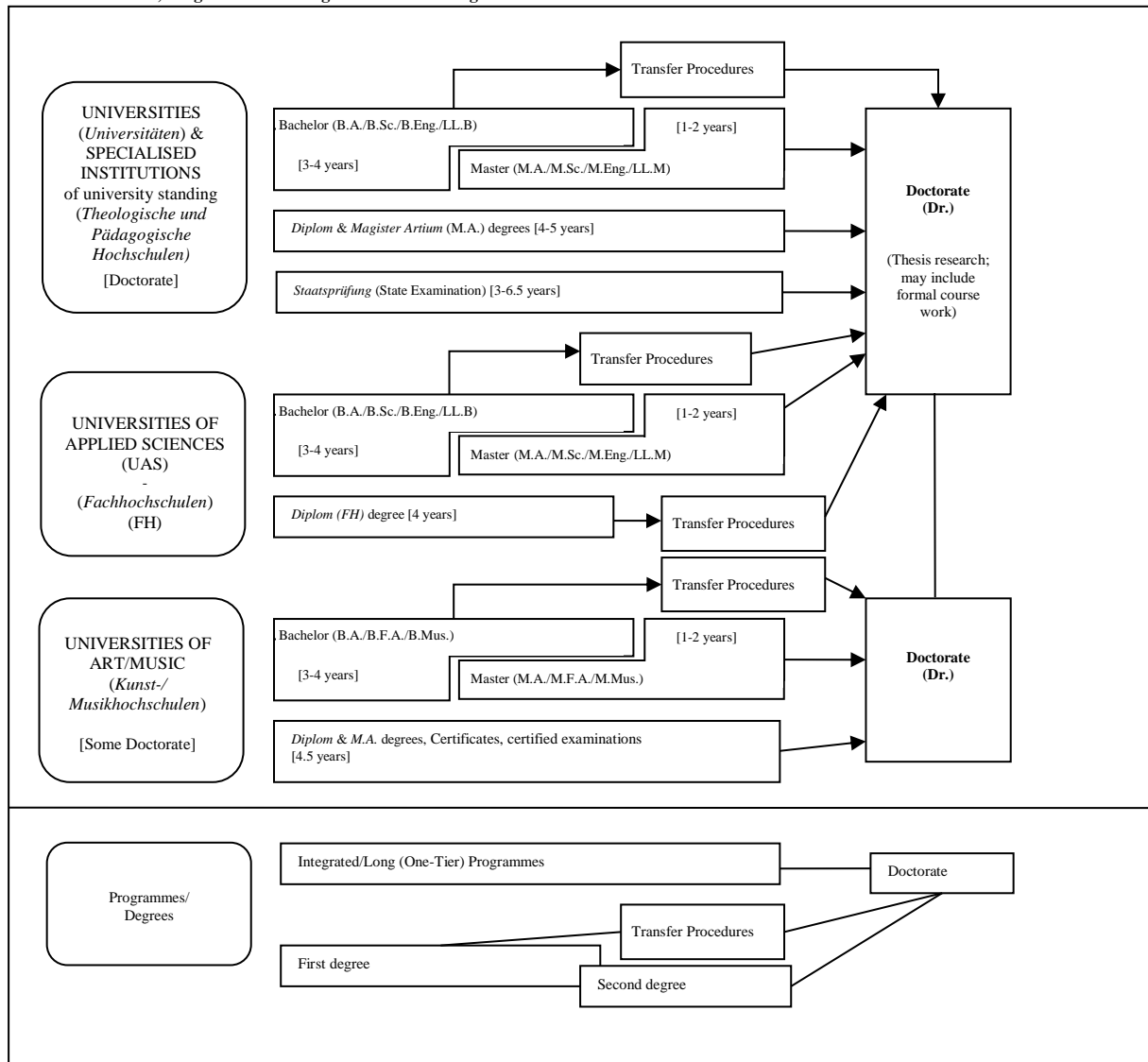
Within the framework of the Bologna-Process one-tier study programmes are successively being replaced by a two-tier study system. Since 1998, a scheme of first- and second-level degree programmes (Bachelor and Master) was introduced to be offered parallel to or instead of integrated "long" programmes. These programmes are designed to provide enlarged variety and flexibility to students in planning and pursuing educational objectives, they also enhance international compatibility of studies.

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 organization 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).ⁱⁱⁱ In 1999, a system of accreditation for programmes of study has become operational under the control of an Accreditation Council at national level. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the quality-label of the Accreditation Council.^{iv}

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



8.4 Organization and Structure of Studies

The following programmes apply to all three types of institutions. Bachelor's and Master's study courses 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 organization 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 degree study programmes lay the academic foundations, provide methodological skills and lead to qualifications related to the professional field. The Bachelor degree is awarded after 3 to 4 years.

The Bachelor degree programme includes a thesis requirement. Study courses leading to the Bachelor degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.⁷

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.) or Bachelor of Music (B.Mus.).

8.4.2 Master

Master is the second degree after another 1 to 2 years. Master study programmes must be differentiated by the profile types "more practice-oriented" and "more research-oriented". Higher Education Institutions define the profile of each Master study programme.

The Master degree study programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.⁸

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (LL.M.), Master of Fine Arts (M.F.A.) or Master of Music (M.Mus.). Master study programmes, which are designed for continuing education or which do not build on the preceding Bachelor study programmes in terms of their content, may carry other designations (e.g. MBA).

8.4.3 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 specializations. 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 level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3 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, pharmaceutical and teaching professions are completed by a *Staatsprüfung*. The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent. 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)*/Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom (FH)* degree. While the *FH/UAS* are non-doctorate granting institutions, qualified graduates 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 organization, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the integrated study programme awards include Certificates and certified examinations for specialized areas and professional purposes.

8.5 Doctorate

Universities as well as specialized institutions of university standing and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Particularly qualified holders of a Bachelor 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.

8.6 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 institutions may already use the ECTS grading scheme, which operates with the levels A (best 10 %), B (next 25 %), C (next 30 %), D (next 25 %), and E (next 10 %).

8.7 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. Specialized variants (*Fachgebundene Hochschulreife*) allow for admission to particular disciplines. Access to *Fachhochschulen* (UAS) is also possible with a *Fachhochschulreife*, which can usually be acquired after 12 years of schooling. Admission to Universities of Art/Music may be based on other or require additional evidence demonstrating individual aptitude.

Higher Education Institutions may [in certain cases](#) apply additional admission procedures.

8.8 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];
Lennéstrasse 6, D-53113 Bonn; Fax: +49(0)228/501-229; Phone: +49(0)228/501-0

- Central Office for Foreign Education (ZaB) as German NARIC; www.kmk.org; E-Mail: zab@kmk.org

- "Documentation and Educational Information Service" as German EURYDICE-Unit, providing the national dossier on the education system (www.kmk.org/doku/bildungswesen.htm; E-Mail: eurydice@kmk.org)

- Hochschulrektorenkonferenz (HRK) [German Rectors' Conference]; Ahrstrasse 39, D-53175 Bonn;

Fax: +49(0)228/887-110; Phone: +49(0)228/887-0; www.hrk.de; E-Mail: sekr@hrk.de

- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

ⁱ The information covers only aspects directly relevant to purposes of the Diploma Supplement. All information as of 1 July 2005.

ⁱⁱ *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 recognized as an academic degree if they are accredited by a German accreditation agency.

ⁱⁱⁱ Common structural guidelines of the *Länder* as set out in Article 9 Clause 2 of the Framework Act for Higher Education (HRG) for the accreditation of Bachelor's and Master's study courses (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 10.10.2003, as amended on 21.4.2005).

^{iv} "Law establishing a Foundation 'Foundation for the Accreditation of Study Programmes in Germany'", entered into force as from 26.2.2005, GV. NRW. 2005, nr. 5, p. 45 in connection with the Declaration of the *Länder* to the Foundation "Foundation for the Accreditation of Study Programmes in Germany" (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16.12.2004).

^v See note No. 4.

^{vi} See note No. 4.