

Appendix to the Statutes 2019 - II



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Regulations for the Degree Program Data and Discourse Studies Master of Arts (M.A.)

Implementation Regulations with Appendixes

I: Study and Examination Plan

II: Competency Descriptions

III: Module Handbook (published electronically only)

IV: Internship Regulations

(June 28th 2018)



TECHNISCHE
UNIVERSITÄT
DARMSTADT

Resolution by the Departmental Council (June 28th 2018)

Regulations will come into effect on October 01st 2019

Following the approval by the Executive Board of the Technische Universität Darmstadt on April 04th 2019 (File No.: 660-3), the regulations for the degree program Data and Discourse Studies Master of Arts (M.A.) of the Department of Social and Historical Sciences (adopted on June 28th 2018) are announced in compliance with the General Examination Terms (German: Allgemeine Prüfungsbestimmungen or APB) of the Technische Universität Darmstadt.

Darmstadt, April 04th 2019

President of the TU Darmstadt
Prof. Dr. Hans Jürgen Prömel

**The English translation is for information purposes only.
The legally binding document is the German version.**

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1. Implementation Regulations

Re. § 2 (1): Academic Degrees

The M.A. degree program Data and Discourse Studies is offered by the Department of Social and Historical Sciences of the Technische Universität Darmstadt. The Technische Universität Darmstadt awards the academic degree Master of Arts (M.A.) if a total of 120 credit points (CP) required for this course of studies have been achieved.

Re. § 5 (2), (3): Modules, Sections and Type of Examination

In Appendix I of these implementation regulations – the study and examination plan – the following is specified: the type (technical examinations, study achievements), the scope, the number and the form (oral, written, special form, seminar paper, etc.) of examination achievements; as well as the weighting of the individual grade with regard to the final overall grade.

Examinations taken in other departments fall under the regulations of the respective departments.

Re. § 11 (4), (5): General Requirements for Admission – Language of Instruction

The language of instruction is English.

However, individual courses/modules may be offered in German – which will be pointed out in the module description.

It might be necessary to read and work with scientific literature in German.

Re. § 17a (1): Conditions for Admission and Entrance Competencies to Master Courses of Study

In the following, the admission criteria for the Master's degree program Data and Discourse Studies are described – especially concerning the question which prior knowledge and qualifications (entrance competencies) are required.

Re. § 17a (2): Entrance Competencies for Consecutive Master Degrees

The entrance competencies for the consecutive Master's degree program Data and Discourse Studies follow from the competence profile of the following reference Bachelor's degree programs of the TU Darmstadt eligible for a Master's degree program:

- Bachelor of Arts Political Science,
- Bachelor of Arts Sociology,
- Bachelor of Arts History with a Focus on Modern History,
- Bachelor of Arts Digital Philology,
- Joint Bachelor of Arts in the courses of studies X and Y

Details of the entrance competencies are set out in the competency descriptions in Appendix II.

The entrance requirement for the Master's degree program Data and Discourse Studies is a Bachelor's degree in one of the reference degree programs or a completion in a course of study in which the imparted competencies are not substantially different from those taught in one of the reference degree programs (comparable degree).

Re. § 17a (4) sub-paragraph a) and b) Formal Entrance Requirements Verification

Within the context of the formal entrance requirements verification, candidates must produce written documentation of the required entrance competencies which will then be reviewed.

Candidates must submit: the degree certificate of their first course of study, the diploma supplement, or comparable documents proving the degree of the first course of study.

zu § 17a (4) Lit. c): materielle Eingangsprüfung

If the formal entrance requirements verification does not yield a definitive positive or negative assessment of the necessary entrance competencies, a substantial examination is to be undertaken.

Within the context of the substantial examination, an oral examination procedure of 30 minutes is conducted per Internet-based video telephony – ensured to be uncritical regarding data protection laws – whereby the identity of the applicant is established by a trustee on-site (in particular staff of cooperating universities or of the DAAD). The trustee also has to ensure that the examination on site is conducted lawfully.

The examination committee may also appoint a trustee on-site (in particular staff of cooperating universities or of the DAAD) to conduct the oral or written examination in accordance with these regulations; the decision of the examination committee remains unaffected, however.

The examination committee will determine the form and point in time of the substantial examination – and appoints the examiners. The examiners will define the content of the examination with the aim of determining the suitability of the applicant for the degree program Data and Discourse Studies (M.A.) of the Technische Universität Darmstadt.

Re. § 17a (8): Admission with Requirements under Certain Conditions

If the procedures of the admission examinations reveal that the applicant lacks the entrance competencies, which can be compensated by achievements corresponding to no more than 30 CP, admission with requirements may be granted. Which specific modules or technical examinations are to be completed will be listed in the letter of admission. These requirements are to be met within the first two subject-related semesters.

These requirements follow the General Examination Terms (German: Allgemeine Prüfungsbestimmungen) of the Technische Universität Darmstadt; with the exception of the second repetition examination in accordance with § 31 APB and the supplementary oral examination in accordance with § 32 APB, i.e. only two attempts per requirement are permitted.

Re. § 18: Requirements for Admission

The admission requirements for examinations or modules, if any, are defined in Appendix I to the implementation regulations – the study and examination plan – as well as in Appendix III, the module handbook.

Re. § 22 (2) Implementation of Examinations – Duration of Oral Examinations

The duration of an oral examination (no shorter than 15 minutes per candidate and examination) is respectively defined in Appendix I to these implementation regulations, the study and examination plan.

Re. § 22 (5) Implementation of Examinations – Duration of Supervised Tests

The duration of a supervised test (no shorter than 45 minutes) is respectively defined in Appendix I to these implementation regulations, the study and examination plan.

Re. § 23 (2) Final Thesis – Requirements

The topic of the final thesis may only be handed out once the candidate has achieved the minimum amount of 60 CP.

Re. § 23 (5) Final Thesis – Time Allowed for Completion

The final thesis compasses a workload of 30 CP (900 hours); the timeframe for writing the final thesis may not exceed 26 weeks.

Re. § 25 (1), (3): Definition and Weighing of Grades

The evaluation system of every examination achievement – as well as the weighting of each grade of technical examinations and study achievements in the final module grade – is defined in Appendix I to these implementation regulations, the study and examination plan. Unless otherwise specified, the grades of the examination achievements within the module are included in the module grade according to the credit points respectively assigned to the study achievements.

Re. § 28 (3): Overall Grade

Appendix I to these implementation regulations – the study and examination plan – defines in which way the respective module grades are weighted in the calculation of the final grade. Unless otherwise specified in Appendix I, the module grades are included in the overall grade in accordance with the credit points achieved in the respective module.

Re. § 31 (1) Second Repetition

The second repetition of an examination may be held orally, if agreed upon by both examiner and candidate.

Re. § 38a: Coming into Effect

These implementation regulations will come into effect on October 01st 2019. They will be published in the appendix to the statutes of the Technische Universität Darmstadt.

Appendix I	Study and Examination Plan
Appendix II	Competency Descriptions
Appendix III	Module Handbook
Appendix IV	Internship Regulations

Darmstadt, March 20th 2019

The Departmental Chairperson of the Department of Social and Historical
Science of the Technische Universität Darmstadt

1.1. Appendix I: Study and Examination Plan

1.2. Appendix II: Competency Descriptions

1.2.1. Entrance Competencies

The following entrance competencies are expected of the students at the beginning of their studies:

- Proof of level C1 in English according to the Common European Framework of Reference for Languages (or equivalent);
- Fundamental competencies totaling 60 CP from modules of the subject areas of History, Philosophy, Political Science, Sociology, or Linguistic and Literary Science;
- Command of the German language; very high proficiency in both speaking and writing (strongly recommended).

In addition, students must have the ability to

- judge research approaches, schools of thought, and results within their subject area in a competent and critical manner;
- take up a scientific position of their own and be able to justify it;
- recognize problems largely independently within their subject area and be able to solve them with the help of subject-specific methods;
- accomplish scientific work largely independently, i.e. conduct specific research and comply with scientific standards in form and content;
- assess the relevance of the subject area – including its issues, methods, and contents – regarding future professional fields.

1.2.2. Qualification Goals (Mediated Competencies)

The interdisciplinary and international Master of Data and Discourse Studies imparts methodical competencies in dealing with digital research data in the humanities and social sciences. The program aims to enable students to detect, analyze, categorize, interpret, and critically reflect knowledge (concepts, positions, ideas, topics, topoi) from medium-sized and large quantities of data; and to prepare and present these results for according target groups.

Graduates of the program will have acquired the competency to be literate with tools for the preparation, categorization and measurement of digital data; and to use these tools in analyses of social, scientific and historical discourses. Furthermore, graduates will have learned to write target group-specific texts on the basis of data-based analyses. Graduates will also acquire the practical competency to use the aforementioned ability to solve pressing questions in research, science, and society.

This is achieved with the help of research-oriented forms of teaching and learning. The close proximity of the program to scientific research guarantees excellent professional qualifications at the cutting edge of science. Due to the international orientation of the program – English as the language of instruction and the semester abroad (as a standard in the Viewport module; alternative: internship) – the graduates will also gain diverse and in-depth experiences in intercultural contexts.

1.3. Appendix III: Module Descriptions

The module descriptions are published electronically as a Module Handbook according to § 1 Section (1) of TU Darmstadt statutes concerning regulations on the publication of statutes of the TU Darmstadt; issued March 18th 2010.

1.4. Appendix IV: Internship Regulations

§ 1 General

- (1) Students of the Master program Data and Discourse Studies (M.A.) may absolve an internship in the scope of the elective part of the course of studies – up to a maximum of 30 CP – counting towards the subject area “Viewport”. The internship may also be completed by dividing it into individual sections of at least 5 CP each. An internship of 5 CP corresponds to a workload of 150 h/4 weeks (with 37.5 hours per each week). The internship may be completed full-time or part-time.
- (2) The internship is graded as passed / not passed.
- (3) The evaluation of the internship is based on the internship report.

§ 2 Qualification Goals

Absolving an internship during the Master program Data and Discourse Studies (M.A.) at the TU Darmstadt should offer the students an opportunity to complement their academic studies in a reasonable way – and it serves to test their abilities on the job market. The internship allows students to apply their knowledge and qualifications to selected lines of work, to supplement theoretical knowledge with practical experience in other social and institutional areas, and it provides further professional orientation.

§ 3 Area of Deployment

(1) For students of the Master program Data and Discourse Studies (M.A.) internship opportunities in the following areas (among others) commend itself. Completing an internship abroad in particular corresponds to the qualification goals of the Master program:

- Offices of members of parliament and institutes for political consulting
- Public Relations departments of companies
- Archives and museums
- International services and organizations
- Cultural institutions
- Media (press, radio, television)
- Online editorial departments and online agencies
- Private/corporate sector and non-profit organizations
- Bodies of political education
- Business consultants and other consulting institutions
- Publishing companies, editorial offices
- Academic institutions; in particular, it is possible to take part in a laboratory internship at the Department of the Humanities and Social Sciences (Department 2).

Internships in other areas are possible as well.

(2) In order to complete the internship in the chosen organization, it must be ensured that on-site supervision is provided by a person qualified for supervision.

§ 4 Application for Admission

The internship must be approved by the Examination Board of the respective course of studies prior to the beginning of the internship. For this purpose, a written application must be submitted to the Office for Student Affairs, which shall provide the following information:

- Surname, first name, and matriculation number
- Name and type of the institution
- Address of the institution
- Name of the person that provides on-site supervision
- Time period of the internship
- Number of semesters at the beginning of the internship
- Total number of working hours

§ 5 Internship Report

(1) The internship report is supposed to provide information on the activities during the internship; it shall furthermore critically reflect on the internship and demonstrate, how the skills acquired during the academic programme were utilised in the course of the internship.

The internship report – which commonly varies between 5 to 15 pages – should be based on the following structure:

1. Description of the institution/organization
 2. Description of the intern's own department/team
 3. Description of the intern's activities/duties, with reference to the competencies acquired during the course of studies
 4. Reflection/evaluation
 5. Certificate issued by the institution/organization, stating that the internship has been completed (incl. time period and scope)
- (2) The formal design of the internship report is subject to the standards of written scientific papers.
- (3) The internship report must be submitted to the Office for Student Affairs no later than 42 days after completion of the internship. A copy of the approved application for admission of the internship must be enclosed with the internship report.

§ 6 Recognition of Previous Activities in Professional Practice

(1) Upon request, previous activities and experiences in fields of professional practice relevant to the academic program may be recognized as an internship. The prerequisite for this is proof that the activities in question can be classified with regard the aspects listed under § 3(1); as well as proof of cooperation with a person qualified for supervision, consistent with § 3(2).

(2) If practical work activities are to be recognized as an internship, it is necessary to submit an according request to the Examinations Board – together with a report according to § 5 of these regulations.

§ 7 Information on insurance matters / Disclaimer

The Technische Universität Darmstadt is not liable for any damages suffered or caused by the students during an internship. The accident insurance only covers events in the organizational area of responsibility of the University. This does not apply to internships. The students should try to ensure that damages are covered by the statutory accident insurance of the company organizing the internship. In the case of internships in Germany, the accident insurance of the internship company should usually cover such damages, as interns are usually integrated into the organizational structure and treated as regular employees. The German statutory accident insurance does not cover damages that occur during internships abroad.
