

**The Berlin University of Applied Sciences**  
**(Hochschule für Technik und Wirtschaft Berlin – HTW)**

**STUDY REGULATIONS**  
**for the consecutive master's programme:**  
**“International and Development Economics”**

within Economics Department I

On the basis of § 17, paragraph 1, clause 1, no. 1 of the Articles of the Berlin University of Applied Sciences regarding deviation from the regulations of the Berlin Higher Education Act (*Berliner Hochschulgesetz - BerLHG*) (HTW Berlin Official Information Circular No. 27/02) in connection with § 24, paragraph 4 of the law governing universities in the federal state of Berlin (*Berliner Hochschulgesetz - BerLHG*) in the edition from the 13<sup>th</sup> of February 2003 (Law and Official Gazette p. 82), last lawfully amended on the 21<sup>st</sup> of April 2005 (Law and Official Gazette p. 254), the advisory council of the HTW Berlin Economics Department I on 05.10.2005 established the following study regulations for the consecutive master's programme International and Development Economics (presented to the Senate Department for Science, Research and Culture on 30.11.2005):

**§ 1 Application and Scope**

(1) These study regulations apply to all students enrolled at HTW Berlin for the “International and Development Economics” programme after their entry into force. They furthermore apply to students who, as a result of acknowledged prior studies, belong to the group defined in clause 1.

(2) These study regulations are supplemented by examinations regulations for the “International and Development Economics” master's programme from 05.10.2005 and regulations determining the implementation of the selection process for the awarding of study places for the “International and Development Economics” master's programme from 05.10.2005.

**§ 2 Applicability of Study Regulations Framework**

The valid editions of the framework for study regulations published by HTW Berlin (Study Regulations Framework – Rahmenstudienordnung/RStO) in analogous application form the basis of these regulations, insofar that these regulations do not explicitly state deviations from the RStO.

**§ 3 Programme Aims**

(1) The master's programme offers graduates of economics and social science degrees the opportunity to broaden and develop their academic and professional qualifications in the field of international economic relations and developing economies.

(2) The master's programme is orientated toward the following goals:

1. Communication of knowledge on specific areas of interest within developing and transition countries in the field of macroeconomics, foreign trade, development economics and finance;
2. Offering insight into sector strategies of developing and transformation countries, in particular for the core sectors of agriculture, financial institutions and public sector business;
3. Development of knowledge of specialised economic policy, such as monetary policy, financial policy (including taxation and social policy) and regional politics;
4. Facilitation of social competence and intercultural communication via insight into various cultures and their particular social, political and economic characteristics.

**§ 4 Programme Type and Teaching Sessions in the English Language**

(1) The master's programme is classified as consecutive. It lasts a total of 18 months and is conceived as a full-time programme taught in the English language. As detailed in the annexes, the programme is structured as follows:

1. First Semester (summer semester)

2. Second Semester (winter semester)

3. Third Semester (summer semester)

(2) The master's programme enables student whose native language is not English to perfect their English language skills. It also allows foreign students to develop an understanding of German culture.

### **§ 5 Awarding of Study Places**

Enrolment is performed in time for the respective summer semester. Applications must be submitted to the responsible department at HTW Berlin by 30 September of each year. Selection criteria are laid down in the "Eligibility and Admission Regulations for the Consecutive Master's Programme International and Development Economics".

### **§ 6 Admission Requirements**

The allocation of study places follows in line with the valid editions of the Berlin Higher Education Act, the Berlin Higher Education Admissions Act and the Berlin Higher Education Admissions Regulations as well as the Eligibility and Admission Regulations for the consecutive master's programme International and Development Economics from 11.10.2006.

### **§ 7 Programme Organisation and Programme Overview**

(1) The programme commences at the start of the respective summer semester with 40 students.

(2) Teaching is seminar-based, i.e. it makes use of instructional conversation, discussion and practical activities.

(3) The programme's temporal structure and the study modules to be completed are explained in detail in the programme overview, attached as Annex 1. In deviation from this document, the department's advisory council may determine that individual summer semester courses be offered during the winter semester and vice versa if this is necessary resultant of urgent organisational or personal reasons.

(4) Module descriptions are given in the document "Module Descriptions of the consecutive master's programme 'International and Development Economics'", attached as Annex 2.

(5) Of the 11 offered electives contained in modules M6 to M16, 30 credits are obligatory for students. If so ordered by the examination board, the course "Topical Issues of Development" or "Topical Issues of International Economics" may be offered in place of one of the courses contained in modules M6 to M16. A module from the field "Sector Studies" may be replaced by a second module from the "Methodology" field.

(6) Curriculum courses comprising 5 credits per semester may, upon recommendation by the examination board, be enrolled upon as replacements for courses of the same value from other postgraduate or consecutive master's programmes in the event that the advisory council of Economics Department I determines a corresponding equivalence list.

(7) In the Humanities Programme module, the unit "European History and Culture" may be replaced by an additional general studies module offered by HTW Berlin (but not a foreign language) comprising 2 weekly study hours/2 credits. Students without knowledge of the German language may alternatively take "German as a Foreign Language", beginners' level 1, in the summer semester.

### **§ 8 Programme Supervision**

The department advisory council is responsible for the organisation of programme supervision. Programme supervision supports students in their studies via specialised guidance accompanying the programme, in particular regarding study possibilities and study techniques for the master's programme alongside information on the nature, structure and implementation of the programme and examinations.

### **§ 9 Participation Fee**

Students of the "International and Development Economics" master's programme are required to pay a participation fee intended to cover additional costs incurred by the international, consecutive master's programme's particular profile, specifically for higher

supervision costs, excursions, additional teaching, English academic literature, recruitment of designated international lecturers, maintaining international contacts and alumni work. Details can be found in the HTW Programme Fees Regulations (*Ordnung über die Erhebung von Entgelten an der HTW - EntgeltO*).

**§ 10 Entry into Force / Publication**

These regulations come into force on the day after their publication in the Official Information Circular of HTW Berlin.

**Programme Overview: "International and Development Economics"**

Module / Unit	Module Designation and Units	ST /E	C/ EI	1. Sem. WSH	2. Sem. WSH	3. Sem. WSH	1. Sem. credits	2. Sem. credits	3. Sem. credits
<b>M1-5</b>	<b>LG Economics (obligatory [units available])</b>			<b>14 [14]</b>	<b>8 [8]</b>		<b>15</b>	<b>10</b>	
M1	Development Studies I						5		
- M1U1	Development Economics	ST	C	4					
- M1U2	Research Colloquium I	ST	C	2					
M2	International Economics	ST	C	4			5		
M3	Macroeconomics of LDCs	ST	C	4			5		
M4	Development Studies II				4			5	
- M4U1	Applied Development Studies	ST	C		2				
- M4U2	Research Colloquium II	ST	C		2				
M5	Public finance in LDCs	ST	C		4			5	
	<b>LG Sector Studies<sup>3</sup> (obligatory [units available])</b>			<b>4 [10]</b>	<b>6 [12]</b>	<b>2 [10]</b>	<b>10</b>	<b>15</b>	<b>5</b>
M6	Central Banking in LDCs	ST	EI <sup>1</sup>		2			5	
M7	Financial Systems Development in LDCs	ST	EI <sup>1</sup>		2			5	
M8	State-Owned Enterprises / Privatisation	ST	EI <sup>1</sup>		2			5	
M9	Environmental and Resource Economics	ST	EI <sup>1</sup>		2			5	
M10	Regional Integration	ST	EI <sup>1</sup>		2			5	
M11	Regional Policies in LDCs <sup>5</sup>	ST	EI <sup>1</sup>	2 <sup>5</sup>		2 <sup>5</sup>	5		5
M12	Agricultural Economics in LDCs <sup>5</sup>	ST	EI <sup>1</sup>	2 <sup>5</sup>		2 <sup>5</sup>	5		5
M13	Social Security Systems <sup>5</sup>	ST	EI <sup>1</sup>	2 <sup>5</sup>		2 <sup>5</sup>	5		5
M14	Social and Political Context of Economic Development <sup>5</sup>	ST	EI <sup>1</sup>	2 <sup>5</sup>		2 <sup>5</sup>	5		5
M15	Development Cooperation <sup>5</sup>	ST	EI <sup>1</sup>	2 <sup>5</sup>		2 <sup>5</sup>	5		5
M16	Practical Aspects of Development Management	ST	EI <sup>1</sup>		2			5	
	<b>LG Methodology (obligatory [units available])</b>				<b>4 [8]</b>			<b>5</b>	
M20	Quantitative Methods of Economics	ST	EI <sup>2</sup>		4			5	
M17	Project Planning & Evaluation	ST	EI <sup>2</sup>		4			5	
<b>M18</b>	<b>LG Humanities Programme (obligatory [units available])</b>			<b>3 [3]</b>			<b>5</b>		
M18U1	European History and Culture <sup>4</sup>	ST	EI	2					
M18U2	Writing Academic Papers & Reports	ST	C	1 <sup>6</sup>					
<b>M19</b>	<b>Thesis (obligatory [units available])</b>					<b>2 [4]</b>			<b>25</b>
M19U1	Project Seminar / Thesis Preparation	E	C			2			4
M19U2	Thesis		C						21
<b>Total units on offer 59 WHS:</b>				<b>27</b>	<b>28</b>	<b>4</b>			
<b>Total obligatory WSH/ECTS for students</b>				<b>21</b>	<b>18</b>	<b>4</b>	<b>30</b>	<b>30</b>	<b>30</b>
						<b>43 WSH</b>	<b>90 credits</b>		

<sup>1</sup> 30 credits from the elective catalogue of modules M6-M16 (from a total of 55 Credits or 22 WSH) are obligatory. All units from modules M6 to M16 offer limited places to students of economics-based Master's programmes. Accreditation of units is decided upon by the departmental Advisory Council on the basis of an equivalence list.

<sup>2</sup> One module from M17 and M20 is obligatory. Students who complete M17 and M20 require only 25 credits from the "Sector Studies" field.

<sup>3</sup> "Topical Issues of Development" and "Topical Issues of International Economics" may be offered in place of one unit from M6 to M16.

<sup>4</sup> This unit may be replaced by an additional general studies unit comprising 2 weekly study hours offered by HTW Berlin (excluding foreign languages). Students without knowledge of the German language may replace this course with German as Foreign Language Beginners' level 1.

<sup>5</sup> Offered each summer semester, open for 2 yearly intakes of the Master's programme and for other programmes. 10 credits (4 weekly study hours) are obligatory in the first semester, 5 credits (2 weekly study hours) in the third semester.

<sup>6</sup> May be offered in both summer and winter semesters.

Annex 2: Module description for the consecutive master's programme "International and Development Economics"

### **Module Overview**

M1 Development Studies I  
M2 International Economics  
M3 Macroeconomics of LDCs  
M4 Development Studies II  
M5 Public Finance in LDCs  
M6 Central Banking in LDCs  
M7 Financial Systems Development in LDCs  
M8 State-Owned Enterprises / Privatisation  
M9 Environmental and Resource Economics  
M10 Regional Integration  
M11 Regional Policies in LDCs  
M12 Agricultural Economics in LDCs  
M13 Social Security Systems  
M14 Social and Political Context of Economic Development

#### **A. M15 Development Cooperation**

#### **B. M16 Practical Aspects of Development Management**

M17 Project Planning and Evaluation  
M18 Humanities Programme  
M19 Thesis  
M20 Quantitative Methods of Economics

## M1 Development Studies I

Title	M1 Development Studies I
Credit Points	5
Level	2a
Aims	This course aims to acquaint students with the main theoretical approaches to development economics and to a selection of contemporary issues in development policy.
Necessary prerequisites	None
Units	M1 U1 Development Economics I M1 U2 Research Colloquium I

Description of the units:

Title	M1 U1 Development Economics
Credit Points	No credit points for the unit, only for the module
Level	2a
Aims	The course offers an overview on theories of economic development, introduces in some selected issues of development (e.g. population growth, migration, development cooperation etc.), and presents different development strategies and country experiences.
Necessary prerequisites	None

Title	M1 U2 Research Colloquium I
Credit points	No credit points for the unit, only for module
Level	2a
Aims	The Research Colloquium will normally take the form of a bi-weekly talk by an invited speaker on a topical area of policy or research. It will also include occasional visits to external institutions.
Necessary prerequisites	None

## M2 International Economics

Title	M2 International Economics
Credit Points	5
Level	2a
Aims	This course aims to impart a knowledge of the theoretical controversies, the main historical developments, and current policy discussions in the areas of international trade, international production and international money & finance.
Necessary prerequisites	None

### **M3 Macroeconomics of LDCs**

Title	M3 Macroeconomics of LDCs
Credit Points	5
Level	2a
Aims	The aim of this course is to impart a clear understanding of the differences between the principal macroeconomic paradigms, and how these relate to debates on monetary, fiscal and exchange rate policy in LDCs.
Necessary prerequisites	None

### **M4 Development Studies II**

Title	M4 Development Studies II
Credit Points	5
Level	2a
Aims	The aim is to deepen and extend the understanding of central issues of development which were addressed in the first term in Development Studies I, International Economics and Macroeconomics of LDCs.
Necessary prerequisites	None
Units	M4 U1 Applied Development Studies M4 U2 Research Colloquium II

Description of the units:

Title	M4 U1 Applied Development Studies
Credit Points	No credit points for the unit, only for the module
Level	2a
Aims	The course deepens and extends the analysis of selected central issues of development and offers case studies on country performance, typical commodity markets, and industrialisation strategies.
Necessary prerequisites	None

Title	M4 U2 Research Colloquium II
Credit Points	No credit points for the unit, only for the module
Level	2a
Aims	An important feature of this unit will be bi-weekly visits by external speakers on topical issues of policy and research and visits to development-related institutions in Berlin.
Necessary prerequisites	None

### **M5 Public Finance in LDCs**

Title	M5 Public Finance in LDCs
Credit Points	5
Level	2a
Aims	By the end of the course students should have a good understanding of: <ul style="list-style-type: none"><li>• the role of the public sector in economic development;</li><li>• the planning and control of public spending;</li><li>• Tax policy and its</li><li>• problems in LDCs.</li></ul>
Necessary prerequisites	None

### **M6 Central Banking in LDCs**

Title	M6 Central Banking in LDCs
Credit Points	5
Level	2a
Aims	This course aims to provide students with an understanding of: <ul style="list-style-type: none"><li>• Competing perspectives on the role of money in the economy.</li><li>• The importance of banks in the creation of money.</li><li>• The challenge of regulating and supervising banks.</li><li>• The problems of monetary &amp; exchange-rate policy in LDCs.</li></ul>
Necessary prerequisites	None

### **M7 Financial Systems Development in LDCs**

Title	M7 Financial Systems Development in LDCs
Credit Points	5
Level	2a
Aims	The aim of this course is to provide students with an understanding of: <ul style="list-style-type: none"><li>• the role of the financial sector in the development process</li><li>• the structure and functioning of the principal financial institutions found in developing countries</li><li>• the theoretical disputes concerning the most appropriate institutions and forms of regulation for promoting development.</li></ul>
Necessary prerequisites	None



## **M8 State-Owned Enterprises and Privatisation**

Title	M8 State-Owned Enterprises and Privatisation
Credit Points	5
Level	2a
Aims	The aim of this course is to provide students with a critical appreciation of: <ul style="list-style-type: none"><li>• The arguments for establishing state-owned enterprises</li><li>• The problems of state-owned enterprises</li><li>• The arguments in favour of privatisation</li><li>• The problems and conflicts associated with privatisation in practice.</li></ul>
Necessary prerequisites	None

## **M9 Environmental and Resource Economics**

Title	M9 Environmental and Resource Economics
Credit Points	5
Level	2a
Aims	This course aims at raising awareness for issues regarding environmental and resource economics. It acquaints students with the main theoretical and statistical approaches in order for them to deal with current problems and debates in the field. The course also gives an introduction to relevant software regarding simulation and analysis of issues in environmental and resource economics.
Necessary prerequisites	None

## **M10 Regional Integration**

Title	M10 Regional Integration
Credit Points	5
Level	2a
Aims	This course aims to impart an understanding of: <ul style="list-style-type: none"><li>• the contradictory dynamics of regionalisation and globalisation</li><li>• the economic theory of regional trade and monetary integration</li><li>• the strengths and limits of (selected) regional blocs.</li></ul>
Necessary prerequisites	None

### **M11 Regional Policies in LDCs**

Title	M11 Regional Policies in LDCs
Credit Points	5
Level	2a
Aims	By the end of the course students should have a good understanding of the following: <ul style="list-style-type: none"><li>• the extent of regional disparities in LDCs</li><li>• the principal theoretical explanations for the causes of regional disparities</li><li>• policy approaches for overcoming regional disparities</li><li>• Case studies of successful regional strategies.</li></ul>
Necessary prerequisites	None

### **M12 Agricultural Economics in LDCs**

Title	M12 Agricultural Economics in LDCs
Credit Points	5
Level	2a
Aims	To familiarise students with: <ul style="list-style-type: none"><li>• the significance of transforming agriculture in the development process</li><li>• the importance of agriculture for food security</li><li>• the analysis of agricultural policies and strategies.</li></ul>
Necessary prerequisites	None

### **M13 Social Security Systems**

Title	M13 Social Security Systems
Credit Points	5
Level	2a
Aims	Urbanization, the erosion of traditional family structures and the need for structural economic change are among the many factors that call for strengthening and stabilizing social protection systems in developing and transition countries. This course examines ways to deal with social risks and elaborates criteria and principles for organizing and financing social protection systems. Particular attention is paid to systems of unemployment compensation and labour market policy which facilitate labour market flexibility and structural change. Students will learn to assess the need for public intervention as well as the pros and cons of different financing and organizational arrangements and reform strategies.
Necessary prerequisites	None

### **M14 Social and Political Context of Economic Development**

Title	M14 Social and Political Context of Economic Development
Credit Points	5
Level	2a
Aims	Students should gain an understanding of the following issues: <ul style="list-style-type: none"><li>• Economic processes take place within social and cultural contexts</li><li>• Failure to take account of specific contexts can mean that economic outcomes will be very different from those expected</li><li>• Economic policies depend on political institutions to be implemented.</li></ul>
Necessary prerequisites	None

### **M15 Development Cooperation**

Title	M15 Development Cooperation
Credit Points	5
Level	2a
Aims	This course aims to develop students understanding of the following: <ul style="list-style-type: none"><li>• Changes in the approach to development cooperation.</li><li>• The scope of the major institutions' activities.</li><li>• A critical appreciation of the possibilities and limits of development cooperation.</li></ul>
Necessary prerequisites	None

### **M16 Practical Aspects of Development**

Title	M16 Practical Aspects of Development
Credit Points	5
Level	2a
Aims	The course deepens the understanding of core practical issues and challenges in development policy. Selected aspects of the design and management of development programmes, policies and projects will be analysed and discussed. The practical aspect will be emphasized by using case studies to discuss development problems and strategies, institutions and organisations in development cooperation as well as countries and country groups.
Necessary prerequisites	None

## M17 Project Planning and Evaluation

Title	M18 Project Planning and Evaluation
Credit Points	5
Level	2a
Aims	<p>This course aims to acquaint students with:</p> <ul style="list-style-type: none"> <li>the principal stages of Project Cycle Management: Programming, project identification, formulation, implementation, monitoring and evaluation; and</li> <li>The methods and tools applied for the various stages: Logical framework, cost-benefit-analysis, monitoring and evaluation methods and tools.</li> </ul> <p>The course will emphasise the importance of adopting feasible, appropriate and practice-relevant methods.</p>
Necessary prerequisites	None

## M18 Humanities Programme

Title	M19 Humanities Programme
Credit Points	5
Level	2a
Aims	The aim of this course is to provide students, in particular those from outside Europe, with an introduction to the historical and cultural development of European society.
Necessary prerequisites	None
Units	M19 U1 European History and Culture M19 U2 Writing Academic Papers and Reports

Description of the units:

Title	M19 U1 European History and Culture
Credit Points	No credit points for the unit, only for the module
Level	2a
Aims	This course acquaints international students who are not familiar with European history and culture with the main currents of the European history of the 19 <sup>th</sup> and 20 <sup>th</sup> century, the post-WWII economic history and the cultures of modern European societies.
Necessary prerequisites	None

Title	M19 U2 Writing Academic Papers and Reports
Credit Points	No credit points for the unit, only for the module
Level	2a
Aims	This unit will be a seminar / workshop in which students will develop their ability to structure and write papers and reports in English, with the appropriate forms of presenting citations and sources.
Necessary prerequisites	None

## M19 Thesis

Title	M20 Thesis
Credit Points	25
Level	2b
Aims	The module aims at supporting and assisting students in writing their final master dissertation. The seminar accompanies the thesis writing during a period of 12 weeks.
Necessary prerequisites	Admission to the thesis by the examination committee
Units	M20 U1 Project Seminar / Thesis Preparation M20 U2 Thesis

Description of the units:

Title	M20 U1 Project Seminar / Thesis Preparation
Credit Points	No credit points for the unit, only for the module
Level	2b
Aims	The aim of the Thesis Seminar (U1) is to develop the capacity of students, working in groups, to formulate clear and specific research objectives, and to comment and advise each other as they proceed with work on their own theses.
Necessary prerequisites	Admission to the thesis by the exam commission

Title	M20 U2 Thesis research & writing
Credit Points	No credit points for the unit, only for the module
Level	2b
Aims	By writing a thesis the students prove and practice their knowledge and capacity to investigate and do research on their own.
Necessary prerequisites	Admission to the thesis by the exam commission

## M20 Quantitative Methods of Economics

Title	M17 Quantitative Methods of Economics
Credit Points	5
Level	2a
Aims	The aim of this course is: <ul style="list-style-type: none"><li>• to develop students' capacity to present and analyse economic data</li><li>• to understand the basic principles of statistical and econometric analysis</li><li>• to be able to conduct econometric analyses using appropriate software.</li></ul>
Necessary prerequisites	None

**THE BERLIN UNIVERSITY OF APPLIED SCIENCES**  
**(Hochschule für Technik und Wirtschaft Berlin – HTW)**

**EXAMINATION REGULATIONS**  
**for the consecutive master's Programme:**  
**"International and Development Economics"**

Within the HTW Department  
Economics I

On the basis of § 17, paragraph 1, clause 1, no. 1 of the Articles of the Berlin University of Applied Sciences regarding deviation from the regulations of the Berlin Higher Education Act (*Berliner Hochschulgesetz* - BerlHG) (HTW Berlin Official Information Circular No. 27/02) in connection with § 31, paragraph 4 of the law governing universities in the federal state of Berlin (*Berliner Hochschulgesetz* - BerlHG) in the edition from the 13<sup>th</sup> of February 2003 (Law and Official Gazette p. 82), last lawfully amended on the 21<sup>st</sup> of April 2005 (Law and Official Gazette p. 254), the advisory council of the HTW Berlin Economics Department I on 05.10.2005 established the following examination regulations for the consecutive master's programme "International and Development Economics" (confirmed by the Senate Department for Science, Research and Culture on 02.01.2006):

**§ 1 Application and Scope**

(1) These examination regulations apply to all students enrolled at HTW Berlin for the "International and Development Economics" programme after their entry into force. They furthermore apply to students who, as a result of acknowledged prior studies, belong to the group defined in clause 1.

(2) These examination regulations are supplemented by study regulations for the "International and Development Economics" master's programme from 05.10.2005 and regulations determining the implementation of the selection process for the awarding of study places for the "International and Development Economics" master's programme from 05.10.2005.

**§ 2 Applicability of Examination Regulation Framework**

The valid editions of the framework for examination regulations published by HTW Berlin (Examination Regulations Framework – *Prüfungsordnung/RPO*) form the basis of these regulations, insofar that these regulations do not explicitly state deviations from the RPO.

**§ 3 Standard Study Period**

The consecutive master's programme "International and Development Economics" comprises 18 months (or 3 semesters) and is structured in accordance with § 4 of the Study Regulations for the consecutive master's programme "International and Development Economics" from 05.10.2005 (referred to below as "Study Regulations").

**§ 4 Assessment, Module Grades**

(1) Assessment is carried out and certificates awarded progressively throughout the programme. Examinations are to be completed during the programme for the modules 1 -20 as laid down in the Study Regulations annex. All of the assessment forms referred to in the RPO shall be brought into consideration for the programme's assessment. All modules are studied progressively during the programme and are generally completed within one semester.

(2) The following units of the curriculum as laid down in the Study Regulations shall be subjected to undifferentiated assessment, i.e. the grades shall be expressed as "with success" or "without success":

1. M1U2 and M4U2 - Research Colloquium I und II
2. M18U2 - Writing Academic Papers & Reports
3. M19U1 - Project Seminar/Thesis Preparation

Module grades for M1, M4 and M18 are determined by the grade awarded the first unit of the respective module.

(3) Assessment and module grading are performed using grades in accordance with the RPO in conjunction with a grade scale as summarised in the following overview.

Grade	Points		HTW grading scheme
1,0	95-100	<i>sehr gut</i>	A – very good
1,3	90-94		
1,7	85-89	<i>gut</i>	B – good
2,0	80-84		
2,3	75-79		
2,7	70-74		
3,0	65-69	<i>befriedigend</i>	C – satisfactory
3,3	60-64		
3,7	55-59		
4,0	50-54	<i>ausreichend</i>	D – sufficient
> 4,0	< 50		
		<i>nicht bestanden</i>	FX/F - fail

(4) Examinations taken over the course of the programme may be repeated once in the event that the respective examination was graded “fail”. If the repeat examination is likewise graded “fail”, the candidate is considered to have irrevocably failed the examination. Successful completion of the “International and Development Economics” master’s programme is thereafter no longer possible.

(5) In the event that, resultant of corresponding agreements with HTW, other universities of applied science become involved in the implementation of the “International and Development Economics” master’s programme and teach modules, the grading scheme as shown in paragraph 3 shall apply.

(6) Examination in every module requires registration for the corresponding taught unit as laid down by university regulations. Attendance is compulsory for all modules. Exceptions shall be decided on by the examination board upon request.

### **§ 5 Examination Board: “International and Development Economics”**

(1) Organisation of the final examination of the “International and Development Economics” master’s programme is the responsibility of a specially formed “International and Development Economics” examination board.

(2) The advisory council of Economics Department I shall appoint members of the “International and Development Economics” examination board. This shall include:

- a) the Dean as chairperson,
- b) two further professors of the department who are involved in the implementation of the consecutive “International and Development Economics” master’s programme,
- c) a participant of the “International and Development Economics” master’s programme,
- d) the member of administrative staff responsible for the implementation of the “International and Development Economics” master’s programme, with advisory vote. The Dean may refer the chairperson role to the Vice-Dean or another full-time member of the department’s academic staff who is involved in the implementation of the “International and Development Economics” master’s programme. Deputies for the members according to b) and c) are to be appointed.

### **§ 6 Nature and Scope of Final Thesis**

(1) Examination for the status of “Master of Arts” in the consecutive master’s programme “International and Development Economics” comprises examinations taken during the course of the programme, a written master’s thesis and a colloquium.

(2) Examinations taken during the course of the programme and the master’s thesis are to be completed in the English language. The colloquium is held in English.

(3) The "International and Development Economics" examination board shall appoint an examination commission and chairperson for each candidate. The examination commission shall comprise two members with voting rights, with at least one professor from HTW Berlin acting as chairperson and examiner who supervises the master's thesis and makes the initial assessment of the master's thesis, and one further examiner who undertakes the second assessment of the master's thesis.

The supervising examiner shall be authorised by the HTW Berlin Economics Department I to conduct examinations; in academically justified circumstances, the "International and Development Economics" examination board may permit a member of HTW Berlin's academic staff who is authorised to conduct examinations, but does not belong to Economics Department I, to act as supervising examiner.

(4) As a rule, the master's thesis comprises 10,000 words; it may not exceed 12,000 words. The master's thesis completion period comprises 12 weeks.

(5) Three printed copies and one electronic copy (CD ROM) of the master's thesis shall be submitted by the submission deadline to the "International and Development Economics" examination board. Upon submission of the master's thesis, the candidate must confirm in writing that he/she has completed his/her thesis independently and has employed no sources or support other than those stated.

(6) In exceptional circumstances, candidates may apply to the examination board for an extension of the completion period of a maximum of four weeks. This decision shall be made by the chairperson of the examination board in discussion with the examiner. In the event of illness or pregnancy, the regulations as laid down in the RPO shall apply.

## **§ 7 Application for and Admission to Master's Thesis**

(1) Students of the Master's programme "International and Development Economics" who are currently in the 2nd semester of the regular study period shall apply for admission to complete the final thesis to the "International and Development Economics" examination board by the end of the teaching period of the 2nd semester of the regular study period. The admission procedure must be completed in writing within 14 days of the start of the 3rd semester of the regular study period. Students who intend to complete their final thesis during the winter semester as a result of delays in their studies shall apply for admission to the final thesis by the end of the teaching period of the 3rd semester of the regular study period. The admission procedure must be completed in writing within 14 days of the start of the 4th semester.

(2) In order to be admitted to the master's thesis, candidates must submit the following documents:

1. Application for admission to the final thesis including documentation,

2. Students who were not able to provide certification for 210 credits upon admission to the master's programme may only be permitted to begin their master's thesis upon the submission of proof that they have successfully completed the examinations and/or met the conditions imposed by the admissions commission as laid out in § 3, section 2, letter a) of the Eligibility and Admission Regulations for the consecutive master's programme "International and Development Economics".

(3) The candidate is permitted to submit proposals for the topic of the master's thesis and the examiner together with his/her application as per section 2. He/she is obliged to arrange a topic and a supervisor for the master's thesis in good time in advance of the submission of his/her application. In the event that a candidate does not provide a proposal, the master's thesis topic and supervisor shall be determined by the "International and Development Economics" examination board.

(4) The examination board shall administer the admission procedure. Permission to complete the Master's thesis shall be granted when all modules from the first two semesters have been successfully completed and registration with the examination board has been performed by the end of the second semester's teaching period according to the regular programme plan. A candidate may also receive permission to begin the final thesis if he/she has not yet completed modules totalling up to five credits, but for whom the completion of all modules in the semester, in which the final thesis will be written, is possible and



expected, and the nature and extent of the outstanding modules does not significantly compromise the completion of the thesis in terms of time or subject matter.

(5) The "International and Development Economics" examination board shall determine the composition of the examination commission and decides on the topic of the master's thesis based on the examiner's proposal. The "International and Development Economics" examination board chairperson shall inform the candidate regarding:

- the master's thesis topic,
- the examination commission composition, and,
- the commencement and submission deadlines for the written master's thesis.

The information listed above shall be officially recorded. Changes must be reported by the candidate without delay. The decision made in accordance with clause 1 should take the candidate's proposal into account as appropriate.

(6) The master's thesis topic may only be rejected once by the candidate, and only within the first four weeks of the completion period. Details of this process shall be determined by the examination board.

### **§ 8 Assessment of Master's Thesis and Colloquium**

(1) The master's thesis shall be graded by the supervising examiner within one month of its submission.

(2) The colloquium shall take place following the grading of the final thesis, generally by the end of the third semester. The colloquium is intended to establish whether the candidate is independently able to justify the methodology and conclusions of the final thesis. The colloquium shall last 45 to 60 minutes. In exceptional justified circumstances, the colloquium may, upon the request of the candidate, be conducted via video conference.

(3) The grading of the master's thesis is performed using the grade scheme given in § 4, section 3 of these regulations. The master's thesis overall grade is determined by the examination commission after the colloquium. The master's thesis task description and evaluation shall be added to the examination file.

(4) In the event that either the master's thesis or the colloquium is graded "fail", the master's thesis or colloquium are considered not to have been passed.

(5) If the candidate fails the master's thesis or the colloquium he/she shall be informed in writing by the chairperson of the "International and Development Economics" examination board. He/she shall herewith further be informed when he/she may repeat the examination.

### **§ 9 Repetition of Master's Thesis**

(1) If the final thesis receives a "fail" grading or is otherwise classified as a "fail", it may be repeated once. In this case, the thesis must be re-written on a new topic without delay. In deviation from the Examination Regulations Framework, the head of the examination board for "International and Development Economics" may, subject to the agreement of the first assessor, alternatively offer a period (maximum 45 days) within which the following deficits:

- language deficits;
- erroneous data analysis and/or inadequate availability of data;
- deficits occurring within only one section;

must be rectified, and a re-drafting of the thesis undertaken. The head of the examination board for "International and Development Economics" may arrange a different supervisor for the repetition of the thesis."

(2) In the event that the repeat submission deadline is missed, the right to examination is forfeited and the examination irrevocably failed unless the candidate cannot be held responsible for the missing the deadline.

(3) If the repeat final thesis with a new topic or the re-drafted final thesis receives a "fail" grading or is otherwise deemed to have been failed, the examination is considered to have been irrevocably failed.

## **§ 10 Calculation of Degree Classification, Graduation Documents**

(1) The "International and Development Economics" examination board determines the degree classification for the title "Master of Arts" in the master's programme "International and Development Economics".

(2) All examinations for the title "Master of Arts" in the master's programme "International and Development Economics" are considered completed when all examination certificates from the first, second and third semesters have been acquired and the master's thesis has received a final grade of at least "sufficient". The final degree classification for the title "Master of Arts" in the consecutive master's programme "International and Development Economics" is taken from the grades laid down in § 4, section 3: "very good", "good", "satisfactory", "sufficient".

(3) Calculation of the degree classification is performed in accordance with the RPO using the overall grade (X), which in turn is determined as the weighted mean of the component grades ( $X_1$ ,  $X_2$ ,  $X_3$ ) of the following formula:

$X = 0,70X_1 + 0,25X_2 + 0,05X_3$  calculated to two decimal places then rounded to one decimal place. The component grades are:

- The weighted mean of the module grades of each differentially graded module listed on the master's grade transcript (factor  $X_1$ ), rounded to two decimal places,
- the grade awarded the master's thesis (factor  $X_2$ ) and,
- the module grade of the colloquium (factor  $X_3$ ).

(4) Factor  $X_1$  for the degree classification is determined through the calculation of a weighted mean:

$X_1 = 1/16 [2,0(M_1 + M_2 + M_3 + M_4) + M_5 + 6 \text{ module grades from } M_6\text{-}M_{16} + 1 \text{ module grade from } M_{17} \text{ or } M_{20}]$

Module grades  $M_1$  to  $M_{20}$  are determined in accordance with § 4, sections 1, 2 and 3 of these regulations.

In the event that a student completes more modules than are stipulated in the Study Regulations, he or she may decide which modules grades contribute to the final degree classification. If he/she does not make this decision, the examinations office shall select those modules, which have the best results.

(5) In the event that an additional module within the "Methodology" group ( $M_{20}/M_{17}$ ) is completed, this module grade may, if so desired by the student, replace a module grade from the "Sector Studies" ( $M_6\text{-}M_{16}$ ) group.

(6) If the student successfully completes all examinations, he or she shall receive a transcript, which lists completed modules and their respective grades alongside the topic and grade of the master's thesis. Candidates shall receive a copy of the transcript in German and in English. Samples of these transcripts are included in these Examination Regulations as Annexes 3a and 3b.

(7) Alongside the transcript, graduates of the "International and Development Economics" master's programme shall receive a certificate conferring the academic degree "Master of Arts" in a German and an English version. Samples of these transcripts are included in these Examination Regulations as Annexes 1a, 1b, 2a and 2b.

(8) The graduate shall in addition receive a Diploma Supplement in German and English versions. A sample of the Diploma Supplement in English is included in these Examination Regulations as Annex 4.

## **§ 11 Final Provision**

These Examination Regulations come into force on the day after their publication in the Official Information Circular of HTW Berlin.

**The Berlin University of Applied Sciences**  
**(Hochschule für Technik und Wirtschaft Berlin – HTW)**

**Eligibility and Admission Regulations**  
**for the Consecutive Master's Programme**  
**International and Development Economics**

within Economics Department I

On the basis of § 17, paragraph 1, clause 1, no. 1 of the Articles of the Berlin University of Applied Sciences regarding deviation from the regulations of the Berlin Higher Education Act (Berliner Hochschulgesetz - BerIHG) (HTW Berlin Official Information Circular No. 27/02) in connection with § 10, paragraph 5 of the law governing universities in the federal state of Berlin (Berliner Hochschulgesetz - BerIHG) in the edition from the 13th of February 2003 (Law and Official Gazette p. 82), last lawfully amended on the 6th of July 2006 (Law and Official Gazette p. 713), the advisory council of the HTW Berlin Economics Department I on the 11th of October 2006 established the following regulations (confirmed by the Senate Department for Science, Research and Culture on 14.11.2006):

**Contents:**

- § 1 Application and Scope
- § 2 Applicability of the Study and Examination Regulations for the Master's Programme International and Development Economics
- § 3 Eligibility Requirements
- § 4 Application Deadlines and Procedures
- § 5 Duties and Composition of the Selection Committee
- § 6 Selection Procedure
- § 7 Implementation of Selection Procedure and Selection Criteria
- § 8 Admission
- § 9 Entry into Force / Publication

**§ 1 Application and Scope**

The contents of these regulations determine the criteria and procedure for the allocation of study places to applicants for the consecutive master's programme International and Development Economics, as of the winter semester 2011/12.

**§ 2 Applicability of the Study and Examination Regulations for the Master's Programme International and Development Economics**

The Eligibility and Admission Regulations for the consecutive master's programme International and Development Economics are supplemented by the Study Regulations for the master's programme International and Development Economics from 5 October 2005, last amended on 11 October 2006, and the Examination Regulations for the consecutive master's programme International and Development Economics from 5 October 2005, last amended on 11 October 2006.

**§ 3 Eligibility Requirements**

A successfully completed higher education degree is a requirement for eligibility for the consecutive master's programme International and Development Economics.

**§ 4 Application Deadlines and Procedures**

(1) For admission to the summer semester, complete applications must be submitted by 30 September of the previous year to the responsible department at HTW Berlin. Applicants who miss this deadline or who fail to submit a correct application including all necessary documentation by the deadline may only be granted study places after the regular admissions procedure has been completed and on the condition that places are free.

(2) Applications for the consecutive master's programme International and Development Economics must be made in writing. The required application documents comprise:

a) For admission to the consecutive master's programme International and Development Economics:

- Completed HTW Berlin application form;
- Copy of passport or identity card (proof of identity);
- Proof of fulfilment of the eligibility requirements for the consecutive master's programme International and Development Economics. Certificates should be submitted in the form of certified copies alongside a specific overview of the degree translated into English or German in the event that the originals were produced in another language;
- Proof of credits acquired in the first professional degree. In the event that the applicant has acquired at least 180 but less than 210 ECTS credits in his/her first degree, he/she may provide evidence of other prior learning relevant to the programme for acknowledgement as long as he/she does not provide evidence of professional practical experience lasting at least one year. The selection committee shall reach decisions regarding acknowledgement of prior learning and professional experience. In the case of prior learning relevant to the programme, the selection committee shall produce a record documenting the number and grade of credits awarded in the acknowledgement. In addition, where required, a written record shall be made of credits outstanding which need to be acquired in economics-related subjects in order to ensure that a total 300 credits suitable for acknowledgement can be acquired before the end of the master's programme. Under these conditions, admission or progression to the next step of the selection process is possible in accordance with § 6 and § 7.

b) For programme admission in accordance with § 6 and § 7 of these regulations:

- Proof of the classification/the average grade (to one decimal point) of the first professional higher education degree;
- Evidence of "Very good knowledge of English" via the submission of a TOEFL Test score of at least 580 points for the written test / 237 points for the computer-based test / 96 points for the internet-based test or via the submission of an IELTS Test with a score of 7.0 points. The following are in addition recognised as equivalent tests: Certificate of Proficiency in English (CPE), Certificate in Advanced English (CAE), Business English Certificate (BEC Higher), Test of English for International Communication (TOEIC, from 800 points). Also eligible are all language certificates which state that the owner's language skills correspond to level C 1 or C 2 of the Common European Framework of Reference for Languages recommended by the Council of Europe. The results of the language test should not be more than two years old. Evidence of language aptitude is not required of applicants whose mother tongue is English. In the case of applicants who can prove that they have studied a programme conducted in English at a foreign university for at least one year, the selection committee can likewise waive the evidence of language aptitude requirement at their discretion.
- Proof that in the previous degree at least 15 ECTS or equivalent of prior learning focused on economics;
- Proof from graduates of degrees not directly related to economics that at least 60 ECTS or equivalent of prior learning focused on economics-based subjects;
- Evidence of relevant professional experience related to the content of the International and Development Economics consecutive Master's programme, if the applicant has gained at least 180 ECTS but fewer than 210 ECTS in his/her first terminal degree;
- Table-based overview of prior academic qualifications and professional practical experience;
- Statement of motivation and study aims;
- Two letter of recommendation from university tutors and/or previous employers, at least one of which must come from a university tutor.

### **§ 5 Duties and Composition of the Selection Committee**

The admission of applicants to the consecutive master's programme International and Development Economics is determined by a selection committee. This selection committee is formed by the examination board responsible for the consecutive master's programme

International and Development Economics in accordance with § 5 of the Examination Regulations.

### § 6 Selection Procedures

(1) The allocation of study places for the consecutive masters programme “International and Development Economics” is performed according to the following selection criteria which are summarised to produce a rating:

- a) Grade of the first academic degree qualification (average grade) as factor  $X_1$ ,
- b) Proof of the scope of programme-specific economic subjects as factor  $X_2$ .
- c) Evaluation of the statement of motivation and study aims according to § 4, section 2, letter b) as factor  $X_3$ ,
- d) Evaluation of the letters of recommendation according to § 4, section 2, letter b) as factor  $X_4$ ,

(2) Selection of applicants follows according to a rank order determined by the results of the criteria detailed in section 1 using the formula:

$$X = 0,35 (X_1) + 0,25 (X_2) + 0,30 (X_3) + 0,10 (X_4)$$

In the event that an identical value is determined for multiple applicants, the procedure for tied rankings as laid down in § 17 of the Berlin Higher Education Act shall be applied.

(3) The proportion for the selection process laid down in section 2 comprises 100 percent.

(4) The selection committee may determine that the admission of an applicant is made conditional. One such condition may be the completion of renewed language tests at HTW Berlin in advance of the commencement of the first semester. The imposing of conditions should only follow in the event that the applicant in question has fulfilled all academic and non-academic eligibility criteria and as a result of his/her profile of qualifications is particularly well-suited to the master’s programme and fully expects to fulfil the condition imposed, or, in the event of a renewed language test, that the result of this test corresponds to the stipulations in § 3, section 2, letter b) of these regulations.

(5) In the event that study places are not taken by applicants, these places shall be retrospectively offered to applicants who meet the eligibility requirements laid down in this document, but have yet to be offered a place.

### § 7 Implementation of Selection Procedures and Selection Criteria

(1) The grading of qualifications (average grade) in accordance with § 6, section 1, letter a) is performed according to the following table:

Criteria	Points/Rating
Average grade of 1,0	10
Average grade of 1,1 to 1,5	9
Average grade of 1,6 to 1,8	8
Average grade of 1,9 to 2,1	7
Average grade of 2,2 to 2,4	6
Average grade of 2,5 to 2,7	5
Average grade of 2,8 to 3,0	4
Average grade of 3,1 to 3,3	3
Average grade of 3,4 to 3,5	2
Average grade of 3,6	1

(2) Points for the remaining criteria as detailed in § 6, section 1, letter b) to d) shall be awarded as follows:

Criteria	Points/Rating
According to § 6, section 1, letter b)	up to 10
According to § 6, section 1, letter c)	up to 10
According to § 6, section 1, letter d)	up to 10

### **§ 8 Admission**

(1) In the notice of admission, HTW Berlin shall stipulate a deadline before which the applicants must enrol. In the event that this enrolment is not performed by this deadline, the notice of admission shall cease to be valid.

(2) Applicants who are not awarded admission to the International and Development Economics consecutive Master's programme shall receive a notice of refusal supplemented with information on legal remedies available.

### **§ 9 Entry into Force / Publication**

These regulations come into force on the day after their publication in the Official Information Circular of HTW Berlin.