



Mitteilungen der Justus-Liebig-Universität Gießen

7.35.03 No 3

Special Regulation for the Bachelor's programme in
Adult and Continuing Education, Extracurricular Education

Special Regulation for the Bachelor's programme in Adult and Continuing Education, Extracurricular Education in Faculty 03 – Social Sciences and Cultural Studies of 19 April 2006

Version information

Eleventh amended version: passed in the Faculty Council of Faculty 03 on 1 July 2015; approved by the President's Office on 9 February 2016; enters into force at the start of the summer semester.

Tabular presentation of the version information

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<i>First amendment</i>	Faculty: 08.01.2008	President: 18.01.2008	27.08.2008
<i>Second amendment</i>	Faculty: 20.05.2009	President: 29.07.2009	21.08.2009
<i>Third amendment</i>	Faculty: 09.06.2010	President: 29.07.2009	02.08.2010
<i>Fourth amendment</i>	Faculty: 06.09.2010	President's Office: 14.07.2010	11.01.2011
<i>Fifth amendment</i>	Faculty: 03.02.2011	President's Office: 21.11.2011	10.03.2011
<i>Sixth amendment</i>	Faculty: 13.10.2011	President's Office: 08.11.2011	10.11.2011
<i>Seventh amendment</i>	Faculty: 04.10.2012	President's Office: 22.10.2012	Winter semester 2012/13
<i>Eighth amendment</i>	Faculty: 13.02.2013	President's Office: 26.03.2013	Winter semester 2013/14
<i>Ninth amendment</i>	Faculty: 05.02.2014	President's Office: 25.03.2014	Winter semester 2014/15
<i>Tenth amendment</i>	Faculty: 11.02.2015	President's Office: 24.03.2015	Winter semester 2015/16
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Supplementing the General Regulations for modular and multi-stage study programmes (AIB) at JLU of 21 July 2004 (Official Gazette No 40 of 4 October 2004), Faculty 03 – *Social Sciences and Cultural Studies* of Justus Liebig University Giessen (JLU) has adopted the following Special Regulation.

Article 1 (Articles 1(1) and 12(1) of the General Regulations)

The *Bachelor's study programme in Adult and Continuing Education, Extracurricular Education* leads to a professional qualification (degree) and lasts six semesters.

Article 2 (Article 2 of the General Regulations)

On successful completion of the study programme, Faculty 03 – Social Sciences and Cultural Studies of Justus Liebig University Giessen shall award the degree of *Bachelor of Arts*.

Article 3 (Article 5(1), second sentence, of the General Regulations)

The modules are described in Annex 2.

Article 4 (Article 6(1) of the General Regulations)

The Bachelor's study programme in Adult and Continuing Education, Extracurricular Education comprises

- 2 x 12 credit points: AEW 1 and AEW 2 modules;
- 2 x 7 credit points: QUANT and QUAL modules;
- 6 x 12 credit points: modules WB 1, WB 2, AJB 1, AJB 2, ORGA and INTER;
- 1 x 28 credit points: PROF module;
- the thesis module worth 12 credit points; and
- a subsidiary subject worth 30 credit points from the list of subsidiary subjects in Annex 4.

Article 4a (Article 7 of the General Regulations)

This ruling applies only to modules offered by Faculty 03.

(1) Admission to the module examination is conditional upon regular attendance at the sessions and courses planned and conducted during any one semester. This rule does not apply to lectures.

(2) If more than half the sessions planned and conducted during any one semester are missed, compensatory achievements must be used to maintain the entitlement to be admitted to the examination. The teaching staff shall determine the type and scope of the compensatory achievements.

(3) Students are admitted to the examination before the end of the semester tuition period in accordance with the rules in paragraphs 1 and 2.

Article 5 (Article 9(1) of the General Regulations)

1. Students must take part in a professional work placement (internship). Further details are stipulated in the Internship Regulation (Annex 3).

(2) Both students and teaching staff may suggest professional internships in cooperation with external employers.

Article 6 (Article 10(1), first sentence, of the General Regulations)

The type of examination (during or at the end of a module) is, in each case, specified in the module descriptions in Annex 2.

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Article 7 (Article 10(1), second sentence, of the General Regulations)

If the module examination comprises all intra-module examinations or a combination of intra-module examinations and a final module examination and if the overall result is a fail, students are required to take a compensatory examination, whose scope and duration must be equal to the failed parts of the module examination. In such cases, the overall grade is compiled from the result of the compensatory examination instead of the failed examination parts and from the parts passed. If the performance in the compensatory examination again fails to achieve an assessment as "Sufficient/Ausreichend", the module examination is considered to have been failed.

Article 8 (Article 10(1) of the General Regulations)

The grading procedures (percentage shares) are set forth in the module descriptions in Annex 2. The examination performance is evaluated in accordance with Articles 28 and 29 of the General Regulations.

Article 9 (Article 10(3), first sentence, of the General Regulations)

In addition to oral examinations, written examinations and seminar papers, the types of examinations include the portfolio, which can cover one or more of the following types of examinations: seminar paper with development, text presentation, information extract, short written examination, take-home test, essay, review, literature research, record of learning, study diary, seminar record, seminar report. The type of examination is specified in the relevant module descriptions (Annex 2).

Article 10 (Article 11(1), first sentence, of the General Regulations)

- (1) The programme structure is appended as Annex 1.
- (2) The Bachelor's study programme in Adult and Continuing Education, Extracurricular Education consists of three areas, a core area, a profile area and a reference area.
- (3) The core area comprises the General Educational Science modules, in which the foundations of theory and research in the field of educational science are taught.
- (4) The profile area comprises modules relating to specific spheres of activity and topic areas and thus constitutes the professional qualification part. The spheres of activity covered are Further Education and Education of Young Learners Outside School. The topic areas covered are Intercultural Education and Organisational Development and Consultation. Two modules provide training in research methodology. The Professionalisation module comprises three practical placements (internships) lasting 16 weeks, together with subject mentoring and supervision.
- (5) The modules in the core and profile areas are compulsory modules. Options are available in the thematic differences in the seminars and introductory seminars associated with the module lectures.
- (6) Compulsory elective modules in the reference area supplement the range of modules on offer. Students can set priorities from a range of other subjects and supplements.

Article 11 (Article 13 of the General Regulations)

The study programme may only be started in the winter semester.

Article 12 (Article 20(1) of the General Regulations)

When students register for the thesis module, they must present evidence of successful attendance at the modules in the first to fifth semesters in accordance with the programme structure. Exceptions are determined by the Examination Board; it specifies corresponding rules for part-time studies.

Article 13 (Article 23(1) of the General Regulations)

When students register for a module, they are automatically registered for the intra-module examinations.

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Article 14 (Article 25(2), second sentence, of the General Regulations)

The examination may be conducted as a group examination.

Article 15 (Article 25(2), third sentence, of the General Regulations)

Per examinee and subject, an oral examination shall last no less than 15 minutes.

Article 16 (Article 25(5), second sentence, of the General Regulations)

A written examination shall last *no less than* 45 minutes.

Article 17 (Article 26(1), second sentence, of the General Regulations)

The thesis is part of a module.

Article 18 (Article 26(4) of the General Regulations)

Subject to application by the examinee, the thesis may be written in English or another language, provided that the examiner can ensure the corresponding evaluation.

Article 19 (Article 26(5), first and second sentences, of the General Regulations)

The thesis shall be issued by the Examination Board. The time allowed for writing the thesis is 12 weeks. If other modules are being taken at the same time, the Examination Board will grant an appropriate extension of the time allowed, notwithstanding Article 26(5), third sentence, of the General Regulations.

Article 20 (Article 26(6) of the General Regulations)

The thesis may be rejected once up to 4 weeks after its issue. Following rejection, a new topic shall be issued within six weeks at the latest and may not be rejected.

Article 21 (Article 30(2), second sentence, of the General Regulations)

Students shall achieve a pass in the study programme if they obtain a pass in all compulsory modules in the programme structure.

Article 22 (Article 31(1) of the General Regulations)

The overall grade is calculated by dividing the total weighted grades (grade for each module multiplied by the credit points allocated to the module) by the total number of credit points in the study programme. Only 6 credit points for the professionalisation module are taken into account when calculating the total weighted module grades and when determining the divisor.

Article 23 (Article 32 of the General Regulations)

A summary table shall be drawn up in German and in English for each student and shall contain the title of the module, the dates of the examinations, the grades and the overall grade.

Article 24 (Article 33, second sentence, of the General Regulations)

On request to the Examination Board, records relating to an intra-module examination may be viewed for a period of six weeks from the end of the examination.

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Article 25 (Article 34(4) of the General Regulations)

- (1) If a pass is not achieved in module examinations or in the compensatory examination, an oral or written repeat examination is held or the module is repeated. The decision is taken by the Examination Board.
- (2) If an oral repeat examination is held, the Examination Board sets the date for the examination following application to take it. The Chair of the Examination Board may specify appropriate rules with regard to the deadlines in exceptional cases, e.g. in case of attested part-time studies.
- (3) The module has been conclusively failed if, after all retake opportunities have been exhausted, the performance in accordance with Article 29 is not awarded a grade of at least "sufficient".

Article 26 (Article 39(1) of the General Regulations)

- (1) Students who began studying for a *Diplom* (first degree) in Educational Science or started Educational Science as their main subject in the *Magister Artium* study programme at Justus Liebig University Giessen before this Regulation entered into force, may choose whether to complete their studies in accordance with the previous rules or to transfer to the *Bachelor's programme in Adult and Continuing Education, Extracurricular Education*.
- (2) They must state their wish to transfer by the end of the semester following the semester in which this Regulation enters into force. The statement must be made in writing and submitted to the Chair of the Examination Board.
- (3) Students must present their study record and evidence of all achievements and internship certificates to the Examination Board. The Examination Board is responsible for recognising academic achievements.
- (4) Following entry into force of this Special Regulation and the start of the first year of admission to the Bachelor's programme, courses in the basic courses in the *Diplom* study programme shall run for one more year.
- (5) The tuition sessions for the main part of the *Diplom* or the *Magister* study programme will be run for the last time in the winter semester 2009/2010. All examinations must be taken in the summer semester 2010 at the latest. In cases of hardship the Examination Board shall adopt appropriate rules.

Article 27 (Article 40 of the General Regulations)

- (1) This Regulation shall enter into force after publication.

At the same time, the Examination Regulations for the *Diplom* study programme in Educational Science of 29 June 1994 (last amended on 29 June 1994) shall cease to apply (Official Gazette No 24/1999). Educational Science as a main subject in the *Magister Artium* study programme in accordance with the *Magister* Examination Regulations of 29 November 2000 (Official Gazette 5 March 2001, p 997) shall also be withdrawn. The rules of the previous Regulations shall continue to apply for students who do not take advantage of the option provided in Article 26(2) (Article 39(1) of the General Regulations).

- (2) Students who enrolled in the study programme in the summer semester 2010 may choose whether they wish to complete the study programme in accordance with the previous rules or in accordance with the rules of the fourth amendment resolution. Students must inform the Chair of the Examination Board by 31 December 2010 of their decision, which is binding.

Giessen, 19 April 2006

Prof. Dr. Klaus Fritzsche

Dean of Faculty 03 – Social Sciences and Cultural Studies