

## HOTĂRÂREA

Consiliului de Administrație al Universității „Ștefan cel Mare” din Suceava

Nr. 15 din data de 11 februarie 2026

*cu privire la avizarea semnării acordului interinstituțional privind organizarea programului internațional de studii universitare de masterat Studii în domeniul incluziunii educaționale și sociale (Inclusion Studies)*

În conformitate cu prevederile Hotărârii de Guvern nr. 731/29 iunie 2024 privind organizarea și funcționarea Ministerului Educației și Cercetării, Anexa 3, punctul 37, prin care se instituționalizează Universitatea „Ștefan cel Mare” din Suceava, cu modificările și completările ulterioare;

Având în vedere solicitarea Facultății de Psihologie și Științe ale Educației privind avizarea acordului interinstituțional încheiat între Universitatea „Ștefan cel Mare” din Suceava, Universitatea din Ostrava (Cehia) și Universitatea din Bielefeld (Germania), pentru organizarea programului internațional de studii universitare de masterat finalizat cu diplomă multiplă, denumit *Studii în domeniul incluziunii educaționale și sociale (Inclusion Studies)*, derulat în cadrul Consorțiului NEOLAiA.

În baza prevederilor Legii învățământului superior nr. 199/2023, cu modificările și completările ulterioare, ale O.M.E. nr. 4637/2024 privind aprobarea *Metodologiei-cadru pentru organizarea și funcționarea programelor de studii universitare integrate organizate în cadrul instituțiilor de învățământ superior din România, finalizate cu diplomă comună sau diplomă dublă sau multiplă* și ale Regulamentului privind organizarea și funcționarea programelor de studii universitare integrate, finalizate cu diplomă comună, diplomă dublă sau diplomă multiplă;

În baza art. 52 din Carta Universității „Ștefan cel Mare” din Suceava, Consiliul de Administrație al Universității „Ștefan cel Mare” din Suceava, hotărăște:

**Art. 1.** Se avizează, conform anexei, semnarea acordului interinstituțional încheiat între Universitatea „Ștefan cel Mare” din Suceava, Universitatea din Ostrava (Cehia) și Universitatea din Bielefeld (Germania) pentru organizarea programului de studii universitare de masterat finalizat cu diplomă multiplă, denumit *Studii în domeniul incluziunii educaționale și sociale (Inclusion Studies)*, derulat în cadrul Consorțiului NEOLAiA;

**Art. 2.** Prorectorul cu activitatea didactică și asigurarea calității, Comisia de Evaluare și Asigurare a Calității și Facultatea de Psihologie și Științe ale Educației vor duce la îndeplinire prevederile prezentei hotărâri.

Președintele Consiliului de Administrație,  
Rector,  
Prof. univ. dr. **Mihai DIMIAN**

Avizat,  
Consilier Juridic Oana BOICU **POSAȘTIUC**

M.D./A.I./lex.

**AGREEMENT OF INTERUNIVERSITY COOPERATION  
FOR THE GRANTING OF A SECOND CYCLE MULTIPLE DEGREE**

between

University of Ostrava, Dvořákova 7, 701 03 Ostrava, Czech Republic (hereinafter UO), represented by its Rector doc. Mgr. Petr Kopecký, Ph.D.

and

Bielefeld University, Universitätsstrasse 25, 33615 Bielefeld, Germany (hereinafter UBI), represented by its Rector Prof. Dr. Angelika Epple

and

Stefan cel Mare University of Suceava, Strada Universității nr. 13, 720229 Suceava, Romania (hereinafter USV), represented by its Rector Prof. Mihai Dimian, PhD

together named "the Parties".

**It is agreed and stipulated as follows:**

**Preamble**

The Parties are part of the European university alliance NEOLAiA. NEOLAiA is the alliance of young European Universities for digital natives, which stands for inclusion, provides personal and tailor-made answers, strengthens democracy and encourages its members to make a difference, becoming game-changers. NEOLAiA wants to raise the potential of our regions. Empowering regions means strengthening democracy, preventing populism, fostering inclusion, exploiting the potential of heterogeneity, countering extremism, and making excellent research and teaching an everyday experience.

The Parties are committed to the idea of NEOLAiA degree programmes: It will be organized in a global learning environment, where the diverse cultural background of students is combined with mobility and the input of teachers from different countries to result in a unique learning and life experience. The courses aim at preparing graduates to draw on a solid knowledge base, a multicultural attitude and the advanced skills that are necessary to fully contribute to European progress in the NEOLAiA Pillar Diversity & Inclusion.

The Parties declare that they will jointly establish a two-year Master's degree programme in "Inclusion Studies" as a multiple degree under the laws of Czechia, Germany and Romania. In establishing the Programme, they will take into account plans to expand the Programme into a joint degree Programme.

The Parties with their available resources and in accordance with the law and regulations of their respective country, shall collaborate and host all students, faculty members and administrative staff who participate in the mobility Programme as described in this Agreement;

### **Art. 1 – Applicable Law**

The national legal basis for establishing the Programme are:

For Czechia: Act no. 111/1998 Coll., Act on Higher Education Institutions, as amended

For Germany: the law ruling the institutions of Higher Education of the Land Nordrhein-Westfalen allows universities to establish international study courses with foreign partner universities (§ 60 Abs. 2 Hochschulgesetz des Landes Nordrhein-Westfalen

For Romania: Law no. 199/2023 on Higher Education, as subsequently amended and supplemented, Order of the Minister of Education no. 4637/2024 approving the Framework Methodology for the organization and functioning of joint university study programmes completed with a joint, double or multiple diploma.

Recognition of assessments is based on the "Convention on the recognition of qualifications concerning higher education in the European region Lisbon, 1997", which all countries of the Parties have ratified into national law.

### **Art. 2 - Glossary**

To the purposes of the present agreement the Parties agree on the following definitions:

Enrolment: registration of students in the University Register in order to fully manage their academic career and implying that students should pay the tuition fees.

Registration: registration of student data and the entry in the University database in order to provide each student with a "student id" and allow him/her to get access to University services and certifications.

Home University: the university where students have their first leading enrolment. The request for Erasmus+ funding or other funding options is submitted to this university. The university at which staff members have a contract or a corresponding legal relationship.

Host University: the university where students are enrolled or registered (depending on the national legal situation) during their mobility period. The university where staff are on exchange.

Assessments: covers all student achievements (examinations, module examinations, module partial examinations, coursework and performances etc.) that are relevant to the successful completion of the Programme.

### **Art. 3 – Objective of the Agreement**

The Parties agree to establish a two-year research Master's degree programme as a multiple degree programme (hereafter "Programme") in the field of "Inclusion Studies" with a workload of 120 ECTS.

Each Party establishes the legal basis in the form of a master's degree programme under national law as the basis for this Programme. In this context, the parties will support each other in the process of establishing and accrediting.

All requirements of this Agreement must be fulfilled in order to successfully complete the Programme. Students successfully completing the Programme will be granted the following second cycle degrees:

- Magistr (Mgr.) at the University of Ostrava
- Master of Arts in "Inclusion Studies" at Bielefeld University
- Master of Education Sciences at Stefan cel Mare University of Suceava

## Art. 4 – Design of the Programme

### 4.1 General Structure

(1) The Programme consists of four study sections. Each study section includes 30 ECTS and covers one semester. Each party offers one study section. The fourth study section, which includes the Master's thesis, is offered jointly but is organised and legally administered by Bielefeld University.

(2) The first study section is offered by the Faculty Social Studies at UO and includes the first semester, including the application process (Art. 5).

The second study section is offered by the Faculty of Educational Science at UBI and includes the second semester.

The third study section is offered by the Faculty of Psychology and Education Sciences of the USV and includes the third semester.

The fourth study section is offered by all Parties and includes the fourth semester with the Master's thesis. This means that all parties are involved in teaching and supervising the Master's thesis process, while students are divided up equally. The fourth study section is organised and legally administered by UBI.

(3) Students will carry out the first semester at the UO, the second semester at UBI, the third semester at USV. In the fourth semester students may choose the location depending on the prerequisites of the Master's thesis. All assessments at the Partner institutions will be recognized by the other Parties according to the provisions of this Agreement and expressively according to the study plan attached to this Agreement (Annex 1) and the Grading conversion table (Annex 2).

(4) The tuition periods during the semester are:

- First semester: September to December
- Second semester: April to July
- Third semester: October to January

The Lecture period of the forth semester starts in February.

(5) The Programme will be completely taught in the English language.

### 4.2. Structure and Course of Studies

The general structure of the curriculum is as follows:

First study section / semester in Ostrava	Umbrella title	ECTS
	Inclusion and exclusion in societies 1	10
	Theories and methodologies in the context of inclusion and exclusion 1	10
	Practices of Inclusion 1	10

Second study section / semester in Bielefeld	Umbrella title	ECTS
	Inclusion and exclusion in societies 2	10
	Theories and methodologies in the context of inclusion and exclusion 2	10
	Practices of Inclusion 2	10

Third study section / semester in Suceava	Umbrella title	ECTS
	Promoting wellbeing in inclusive contexts	15
	Skills and tools for inclusion and interculturality	15

Fourth study section / semester	Performances	ECTS
	Participation in the online colloquium and presenting the master's thesis	30
	Master's thesis	
	Defense	

The "Umbrella title" does not correspond to individual courses or modules. Generally, the course or module structure consists of 5 or 10 ECTS.

A detailed study plan is attached as Annex 1. The study plan is also the basis for the recognition of students' completed coursework, assessments and ECTS. Annex 2 contains the relevant Grading conversion table for the recognition.

#### 4.3 Examination Regulations Organization and Repetition of the assessments

- (1) The examination regulations of the offering university apply to each study section. The parties commit to providing students with transparent information about these requirements.
- (2) The repeatability of assessments is also separately regulated for each study section and is determined by the examination regulations of the respective offering university. The responsibility of the Academic Board (Art. 12) for all decisions affecting the entire Programme must be taken into account.
- (3) The Parties undertake to organise the Programme in such a way that students can complete all assessments within the relevant study section and semester, provided that students study in accordance with the regulations. The parties shall take measures to ensure that students can repeat assessments at least once without any loss of time. When the student fails again, another try shall be possible a year later. If a student is at high risk of failing, this should be communicated to the Academic Board as early as possible to find solutions.
- (4) The parties exchange data on the assessments in order to ensure recognition on the basis of Annex 1 and 2. In the Academic Board, times are set that are suitable for data exchange.
- (5) In general, each party is responsible for carrying out all procedures relating to the study as mandated by applicable national law and/or applicable by-laws of the party. The limits of a partner's exclusive authority are set out in Article 12.

#### **4.4 Award of the degree qualifications, Certifications**

(1) The Programme is successfully completed by fulfilling the requirements of these regulations, completing all study sections and the necessary assessments and acquiring 120 ECTS. The Programme is not successfully completed if an assessment according to 4.3 can no longer be repeated. In this case, deregistration / exmatriculation takes effect for all participating universities.

(2) Once the Programme is successfully completed, students will get a certificate from each party based on the national rules for the degrees mentioned in Article 3. Students will also receive a Diploma Supplement and a Transcript of Records from each Party. The certificates refer to the multiple degree Programme in the field of "Inclusion Studies" (see Art. 3). The grade for the Master's thesis with defense is uniformly reported in a converted form (see Annex 2).

(3) Usually, Bielefeld University grants the first degree, as it is organisationally and legally responsible for the fourth study section, the fourth semester with the Master's thesis. The other two parties follow closely behind. The parties shall endeavour to design this process in such a way that students only have to provide information once.

### **Art. 5 – Students**

#### **5.1 Selection of students**

(1) There is one application and admission procedure for all three universities together. UO overtakes this procedure from a formal organizational and legal perspective. The selection procedure (access and admission) and the binding decision on who can be enrolled / registered are governed by the regulations of the UO. UO makes the relevant decisions and considers any enrolment barriers of all participating universities. The decisions are made in consensus with the Academic Board (Art. 12).

(2) Students must provide the following certificates:

- A certified and accredited bachelor's degree at level 6 of the EQF (Framework for Qualifications of the European Higher Education Area).
- An adequate knowledge of the English language at a level not lower than B2 of the "Common European Framework of Reference for Language".
- In addition, professional qualifications must be verified via a bachelor's degree or other certificates, in particular:
  - General understanding of research methods and ability to work on a problem in a subject area and using these methods.
  - Relevant practical experience in the field of 'inclusion studies'.
  - basic knowledge of: theories of inequality, diversity, inclusion; theories of education or socialisation or sociology; theoretical knowledge of education systems, social and cultural organisations or their (political) governance.

(3) Part of the student selection process includes the decision on which Home University each student will have. The students will be split equally between the partners. As far as possible, students' wishes are taken into account.

(4) In this way, up to 21 students will be selected. An increase in the number is only possible by mutual agreement through a decision of the Academic Board with the consent of the three rectors.

(5) Application timeframe shall be November 15th until March 15th. The application may be based on preliminary documents. In April students shall be informed about preliminary admission or rejection. Latest submission date for the final Bachelor's degree and other certificates proving skills shall be July 15th of the same year to start the Programme.

(6). The details of these admission requirements and supplementary organisational procedural regulations are set out in Annex 1.

### **5.2 Enrolment, Registration and Mobility**

(1) The parties undertake enrolment or registration on the basis of the selection and the collected data in accordance with national regulations, taking into account the requirements of this agreement.

(2) Students generally receive two semesters of Erasmus funding, but the amount and timing of payments (semester) vary depending on the Home University.

(3) The Home University ensures, within the scope of its legal possibilities, that students can apply for funding (in particular Erasmus) and that they receive funding if they fulfil the general requirements. Students are supported in their application by their Home University, in particular by providing standardised templates, for example for the Learning Agreement, based on Annex 1.

### **5.3 University fees**

Students from the European Union participating in the Programme do not pay any tuition fees at USV or UO. Students from outside of the European Union may eventually pay tuition fees at UO or USV according to the rules of UO and USV. At UBI any students do not pay tuition fees. Nevertheless, students must pay a semester fee for transport and services including low-cost meals on campus during their stay at UBI (in the 2nd semester and optionally in the 4th semester).

### **5.4 Insurance obligation**

Students are responsible for taking out insurances like health insurances and others (e.g. liability insurance).

### **5.5 Services offered**

Students participating in this Programme shall benefit from all services (like e.g. sports and social offers) offered by the Parties within the scope of legal possibilities.

## **Art. 6 – Exchange of faculty members and administrative staff**

### **6.1 Exchange modalities**

(1) The Parties shall regulate the reception and employment of faculty members and administrative staff participating into the mobility programme under this Agreement, in conformity with the law and juridical rules in force in the country concerned under the exchange.

(2) Personnel concerned under this Agreement will continue to comply with the contractual obligations with the Home University and will continue to receive the due remuneration and to benefit from the rights they are entitled of for their juridical position, according to the legislative norms existing in the home country.

(3) In any case, the Home University shall consider the duration of the stay as ordinary service period for all purposes.

## **6.2 Activities for teachers and administrative personnel**

- (1) Faculty members and researchers can hold courses and lectures, carry out tutorship activities, participate in seminars, be part of exam, final thesis and doctorate commissions at the partner University and take part in research activities and meetings for student exchange programme planning, evaluation and development, held at the partner University.
- (2) For the expenses concerning the mobility of teaching staff members and research fellows, each university will cover all the costs for their own professors and research fellows according to the availability of Erasmus+ Programme funds or other funds for research.
- (3) The administrative staff will have the possibility of participating in meetings for student exchange programme planning, evaluation and development and will be able to carry out special visits in order to analyse the management systems operating at the partner University, according to the availability of funds.
- (4) The Parties agree that all the financial agreements will have to be negotiated and will depend on the availability of funds. During their period at the hosting University, the faculty members and the researchers participating in said exchange, to carry out the above-mentioned activities, shall be considered as staff "on a mission" abroad.

## **6.3 Insurance obligation**

The partners confirm that its employees and staff (teachers and administrative personnel) are insured against accidents that they may suffer during their stay abroad, for the activities under this Agreement, and for the civil liability for damage which they may involuntarily cause to third parties (people or their properties).

## **Art. 7 – Prevention and security**

The Parties shall provide each mobility programme participant detailed information about the specific risks existing in the work environment in which he/she will operate and carry out his/her function and with necessary documentation about the prevention and emergency security measures and provisions in force in relation to their activity and about the individuals/subjects in charge of this, in conformity with the legislative norms and regulations in force in the country of the hosting University.

## **Art. 8 – Use of name / Logo**

Each party may use the logos, names and other marks of the other partner university only in connection with the Programme. Each party anticipates the other party's participation in press announcements, marketing and other reasonable promotional activities involving the multiple degree Programme through the appropriate use of the logos, names and marks of the parties.

## **Art. 9 – Intellectual Property**

- (1) Each of the parties acknowledges and agrees that any and all of the Intellectual Property Rights or other proprietary rights in respect of any literature, materials, research or teaching methods, procedures, processes and/or the learning experience in relation to or in connection with the Programme and any parts thereof, are and shall remain the sole property of its owner and, save as expressly set out herein, nothing in this Agreement is intended to transfer ownership or create any licensed rights under any such Intellectual Property Rights or other proprietary rights.

(2) The learning materials and any other literature, materials, research methods, procedures, processes or programmes in which a party has Intellectual Property Rights relating to or in connection with the Programme and which are disclosed to the other party pursuant to this Agreement may be used by the other party solely for the purposes of performing its obligations under, and during the period of, this Agreement and for no other purpose.

#### **Art. 10 – Other activities**

(1) The Parties can extend the cooperation agreement for other purposes beyond the student exchange. Further cooperation projects, including innovative teaching activities, intensive courses, distance teachings, joined research, organization of seminars, symposia, and interviews on common interest topics and all other activities consolidating the cooperation, will be encouraged by both parties. These projects will be subject to specific addenda to this Agreement document, which will be stipulated by both parties.

(2) The Parties agree to promote this Programme in their catalogues and websites. All costs for the promotion will be maintained by the individual institutions, unless otherwise specified in writing and agreed upon by both parties.

#### **Art. 11 – Data Protection**

Regarding personal data transmission the Parties shall meet the requirements of the EU General Data Protection Regulation and act upon accordingly.

#### **Art. 12 – Overall Responsibility and Jurisdiction**

(1) Each party is responsible for the study section and semester that they offer in accordance with Art. 4.1.

(2) The overall responsibility for the Programme is shared jointly by all participating universities. For this purpose, they establish an Academic Board, notwithstanding the respective responsibility for their study sections.

(3) All decisions related to higher education and examination law affecting the entire Programme are made by the Academic Board by consensus. If national law does not allow such a decision to be made by the Academic Board, the partner will present this to the Academic Board. The other partners will be consulted and their opinions will be taken into account in the decision.

"Affecting the entire Programme" means that a decision made by one partner has a direct impact on the decisions of at least one other partner. This applies in particular to decisions regarding the admission and withdrawal of students or decisions that lead to delays in the study plan (also interruptions to studies). In addition, there is a responsibility to monitor that the Programme is organised in accordance with this agreement.

(4) Each responsible entity for their study section sends a representative to the Academic Board.

#### **Art. 13 – Evaluation of the Programme**

The Parties will consult each other when appropriate, but at least once a year, in order to evaluate the Programme development with the participation of students, to draw up a report about the ongoing initiatives and to elaborate other cooperation programmes.

**Art. 14 – Controversies**

In the event of any controversy arising from this Agreement the parties will endeavor to resolve the matter amicably and in good faith.

**Art. 15 – Start of the Programme and Duration of the Agreement**

- (1) The agreement shall enter into force directly after all Parties have signed.
- (2) The first student cycle shall start with the first semester in winter term 2027/28 at UO.
- (3) The agreement remains valid until September 30<sup>th</sup>, 2031, as by then the third cohort will have completed their studies. The agreement may be prolonged in writing at least six (6) months before its ending. Other termination of the agreement must be made in writing at least one (1) year in advance. All partners assure that in case of termination, by or before September 30<sup>th</sup>, 2031, all students who have already started the program, may continue until they are finished within the framework of the planned study program.

**Art. 16 – Changes to the agreement**

Changes to the agreement must be made in written form. Changes to the annexes may be made by mutual (electronic) declarations of the signatories.

**Art. 17 – Copies and language**

This Agreement is subscribed in three originals in English language.

**Signatures to the**

**"AGREEMENT OF INTERUNIVERSITY COOPERATION FOR THE GRANTING OF A SECOND CYCLE MULTIPLE DEGREE"**

Date, Signature Rector doc. Mgr. Petr Kopecký, Ph.D.

University of Ostrava, Dvořákova 7, 701 03 Ostrava, Czech Republic

**Signatures to the**

**“AGREEMENT OF INTERUNIVERSITY COOPERATION FOR THE GRANTING OF A SECOND CYCLE MULTIPLE DEGREE”**

Date, Signature Rector Prof. Dr. Angelika Epple

Bielefeld University, Universitätsstrasse 25, 33615 Bielefeld, Germany

Signatures to the

**"AGREEMENT OF INTERUNIVERSITY COOPERATION FOR THE GRANTING OF A SECOND CYCLE MULTIPLE DEGREE"**

12.02.2026

Date, Signature Rector Prof. Mihai Dimian, PhD

Stefan cel Mare University of Suceava, Strada Universității nr. 13, 720229 Suceava, Romania

**Annex 1: Study plan of the Programme and Selection of students**

**1. Study Plan**

First study section / semester in Ostrava	Umbrella title	ECTS in total	Field of Study/Module	Course/ Course section	ECTS		
	Inclusion and exclusion in societies 1			Inclusion in the Context of Social Work			
				Inclusion in Housing and Disadvantaged Neighbourhoods			
	Theories and methodologies in the context of inclusion and exclusion 1			Thinking Inclusion/Exclusion			
	Practices of Inclusion 1			Doing Inclusion			
				Inclusive Education in Schools and Society			
				Inclusive Education: Ethics, Policy and Research			

Second study section / semester in Bielefeld	Umbrella title	ECTS in total	Field of Study / Module	Course/ Course section	ECTS		
	Inclusion and exclusion in societies 2			Inclusion and Exclusion in Childhood and Youth			
				Citizenship and Education: Challenges of Inclusive Societies			
	Theories and methodologies in the context of inclusion and exclusion 2			Structures, Institutions, and Actors in Inclusive Education			
				Dynamics of Inclusion and Exclusion			
				Comparative Perspectives of Inclusive Education in the Educational System			
				Practices of Inclusive Education at the Intersection of Educational Actors, Institutions and Other Support Services			

Third study section / semester in Suceava	Umbrella title	ECTS in total	Field of Study / Module	Course/ Course section	ECTS
	Promoting wellbeing in inclusive contexts			Emotional Education and Wellbeing Promotion in Inclusive Contexts	
		15		Promoting Resilience through Education	5
				Positive Psychology and Education	5
	Skills and tools for inclusion and interculturality	15		Theory and Practice of Intercultural Education	5
				Applying Technology into Inclusive Education	5
				Choose 1 of 2 courses:  Inclusive organization of culture and democratic leadership  OR  Competences for Democratic Culture in Inclusive Education	5

Fourth study section / semester	Performances	ECTS
	Participation in the online colloquium and presenting the master's thesis:  The colloquium is a preparation for the writing of the thesis and the defense and to get feedback from other teachers from different universities on what to improve and adjust. The students must present their master's thesis project once including questions they might still work on.	
	Master's thesis  There will be one supervisor from one of the three Partner institutions. In general it is a task for students, to find a supervisor on his/ her own. If they have any problems, they will be helped. The supervisor advises the student and is responsible to handle out a task to him / her (the student should propose a task before). Students should propose tasks.  The length of the master's thesis without annexes shall be 50 pages (+/- 10%).  The deadline for submitting the master's thesis is 15 June.	
	Defense  The defense is in front of a commission out of minimum 3 persons, one from each Partner institution. The defense can be an oral online defense and usually takes up to 40 minutes. The student must be in one room with at least one professor (any professor of NEOLAiA partners). Other professors may join digitally.	

Location of the student's choice (depending of the task and the supervisor).

### **Further regulations to the Master's thesis and Defense:**

(1) A final thesis is generally undertaken in the last academic year of the Programme. The processing time must be determined to ensure that the degree is completed within the standard period of study and that the Programme as a whole can be properly studied.

(2) The Master's thesis is issued and supervised by one person and evaluated by this person and an additional person. The individuals must be authorised to examine according to the regulations of the Higher Education Act of the Land Nordrhein-Westfalen. The responsible authority of Bielefeld University in consultation with the Academic Board, subject to the curriculum regulations, determines the further procedure, including which authorised persons supervise and evaluate the Master's thesis. Students should be given the opportunity to propose a task and a supervising person. The Master's thesis must be registered at the respective examination office and submitted there on time.

(3) The Master's thesis must be accompanied by a declaration from the students that they have independently composed the thesis and have used no sources other than those indicated. The declaration of independent authorship also applies to provided datasets, drawings, sketches, or graphic representations.

(4) The following grades are to be used:

1 = very good = an excellent performance;

2 = good = a performance that significantly exceeds the average requirements;

3 = satisfactory = a performance that meets the average requirements;

4 = sufficient = a performance that, despite its deficiencies, still meets the requirements;

5 = not sufficient = a performance that, due to significant deficiencies, no longer meets the requirements.

Intermediate grades can be formed by decreasing or increasing the individual grades by 0.3 for a more differentiated assessment. The grades 0.7, 4.3, 4.7, and 5.3 are excluded.

Annex 2 governs the Grading conversion table.

(5) The grade (numerical value) of the written final thesis is calculated from the arithmetic mean of the evaluations by the two examiners, provided the difference is no more than 2.0. All decimal places except the first are truncated without rounding. The averaged grade does not need to conform to the regulated grading steps. If the difference exceeds 2.0 or if the thesis is rated "not sufficient" (5.0) by only one of the examiners, a third authorised examiner is appointed by the responsible authority in consultation with the Academic Board to evaluate the final thesis; in this case, the grade of the thesis is formed from the arithmetic mean of the two better grades. However, the final thesis can only be rated as "sufficient" or better if at least two grades are "sufficient" or better.

(6) All examiners write a professional report with their evaluation. The evaluation must be communicated to the students no later than six weeks.

(7) The responsible authority of Bielefeld University in consultation with the Academic Board determines the further procedure for the defense, including which authorised three persons supervise and evaluate the defense. The grade (numerical value) of the defense is calculated from the arithmetic mean of the three evaluations. The defense is considered passed if for two examiners the defense is grade at least "sufficient" (4.0). All decimal places except the first are truncated without rounding. The averaged grade does not need to conform to the regulated grading steps.

(8) The overall grade for the Master's thesis (numerical value) is calculated from the arithmetic mean of the grade for the written Master's thesis and the defense. All decimal places except the first are truncated without rounding. The averaged grade does not need to conform to the regulated grading steps.

## **2. Selection of Students**

### **Details of admission requirements and supplementary organisational procedural regulations**

The following details within the meaning of Art. 5.1 are agreed.

#### **a. Bachelor degree**

The certified and accredited bachelor's degree at level 6 of the EQF does not have to be in a specific field, but must be compatible with a minimum of one of the qualifications listed under c.

#### **b. Specification of language certificates**

If the university entrance qualification or an English-language university degree was not obtained in Australia, Ireland, Canada, New Zealand, the United Kingdom or the United States of America, the Academic Board determines which certificates are accepted.

#### **c. Specification of professional qualifications:**

- General understanding of research methods and ability to work on a problem in a subject area and using these methods:  
Bachelor's thesis or other assessment in which scientific working methods were demonstrated.
- Relevant practical experience in the field of 'inclusion studies':  
any form of practical experience
- Two of the following knowledges, usually at least 5 ECTS each:
  - Basic knowledge of theories of inequality, difference or inclusion
  - Basic knowledge in theories of education or socialization or sociology
  - Basic theoretical knowledge of educational systems, social and cultural organizations or their (political) governance.

In addition to the certificates, applicants must submit an application video in which they explain their academic CV in English and describe what they expect from the Programme and what opportunities they hope it will open up for them.

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**d. Ranking: Criteria for selecting 21 students**

Once it has been verified that criteria a. to c. have been met, it is checked whether more students meet the requirements than there are places available. If this is the case, the following criteria and point apply for selection. In the event of equal ranking (of points), the final grade of the Bachelor's degree is the deciding factor. If no clear ranking can be established thereafter, the decision shall be made by lottery.

Criteria	Points
The topic of the applicant's Bachelor's thesis or other assessment in which scientific working methods were demonstrated deals with the subject area of inclusion studies (0 – 3 points).	0-3
Relevant practical experience in the field of 'inclusion studies' is part of the bachelor's degree	0-1
Basic knowledge of theories of inequality, difference or inclusion <ul style="list-style-type: none"><li>- is part of the bachelor's degree (1 Point)</li><li>- more than 5 ECTS (1 Point)</li><li>- advanced knowledge (1 Point)</li></ul>	0-3
Basic knowledge in theories of education or socialization <ul style="list-style-type: none"><li>- is part of the bachelor's degree (1 Point)</li><li>- more than 5 ECTS (1 Point)</li><li>- advanced knowledge (1 Point)</li></ul>	0-3
Basic theoretical knowledge of educational systems, social and cultural organizations or their (political) governance <ul style="list-style-type: none"><li>- is part of the bachelor's degree (1 Point)</li><li>- more than 5 ECTS (1 Point)</li><li>- advanced knowledge (1 Point)</li></ul>	0-3
<b>Total</b>	<b>0-13</b>

## Annex 2: Grading conversion table

Grades are converted as follows:

UO	UBI *	USV **
96-100 / A	1,0 (- 1,2)	10
91-95 / A	1,3 (- 1,6)	10
86-90 / B	1,7 (- 1,9)	9
81-85 / B	2,0 (- 2,2)	8
76-80 / C	2,3 (- 2,6)	8
71-75 / C	2,7 (- 2,9)	7
66-70 / D	3,0 (- 3,2)	7
61-65 / D	3,3 (- 3,6)	6
56-60 / E	3,7 (- 3,9)	6
51-55 / E	4,0	5
0-50 F	5,0	4

\* For Bielefeld: rounded grades are shown in brackets

\*\* A successful defense means 6 points.

### **Annex 3: Contact information**

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