

Diploma Supplement

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

1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

1.1 Family name(s)	Ziziukina
1.2 First name(s)	Valeriia
1.3 Date of birth (dd/mm/yyyy)	31/07/1999
1.4 Student identification number	52061
1.5 Diploma Supplement – ID	520613715928112024190945

2. INFORMATION IDENTIFYING THE QUALIFICATION

2.1 Name of qualification and title conferred	Master of Public Policy (M.P.P.)
2.2 Main field of study for the qualification	Public Policy
2.3 Name and status of awarding institution	Universität Erfurt (founded 1994) State University of the Free State of Thuringia, Germany
2.4 Name and status of institution administering studies	Willy Brandt School of Public Policy (a central institution of the University of Erfurt, an organisational unit of the Faculty of Economics, Law and Social Sciences)
2.5 Language(s) of instruction/examination	English

3. INFORMATION ON THE LEVEL AND DURATION OF THE QUALIFICATION

3.1 Level of the qualification	second degree; cf. point 8.4.2
3.2 Official duration of programme in credits and years	120 ECTS / 2 years
3.3 Access requirement(s)	<p>The admission requirements for a master's degree programme are an undergraduate degree, a degree from a university of applied sciences for police and public administration (Verwaltungsfachhochschule) or a degree from a state or state-approved vocational academy (Berufsakademie). Only successfully completed degree programmes with a standard period of study of no fewer than six semesters qualify the applicant for admission.</p>

Admission to the master's degree programme in Public Policy specifically requires:

a) an undergraduate degree completed with above-average results, normally in the political sciences (law, economics, sociology, politics). The following results are considered above average: the mark "gut" (good) in the German marking system, 7.5 or more points in the first or second German Staatsexamen (state examination) in law, or Staatsexamen results that are verifiably among the best 25 per cent of the applicant's student cohort. The examination committee evaluates academic qualifications awarded by foreign higher-education institutions to determine their equivalence to the German admission requirements. Its decisions are based on the evaluation recommendations issued by the Standing Conference of Ministers of Education and Cultural Affairs

(Kultusministerkonferenz) for determining the suitability and quality of foreign qualifications.

b) analytical aptitude, a strong interest in political issues and in a managerial career in a political occupation, and practical experience in such an occupation. The following documents are required as evidence:

(1) resume,

(2) statement of purpose (for determining compatibility and likely study outcome).

c) at least one year of professional experience in public policy, and

d) very good written and spoken English. Appropriate scores in the following internationally recognised examinations are accepted as evidence of English language proficiency: TOEFL Internet – min. 90; IELTS Academic Test – min. 6.5; one of the following language certificates: Cambridge English C1 Advanced (CAE) or Cambridge English C2 Proficiency (CPE). Scores are valid for a maximum period of two years prior to the date of application. Applicants who are native speakers of English or have completed a degree at a higher-education institution in an English-speaking country do not need to provide evidence of their language proficiency. (Language requirement) The German language examination for university entrance (Deutsche Sprachprüfung für den Hochschulzugang, DSH) as listed in the matriculation regulations is not required.

4. INFORMATION ON THE PROGRAMME COMPLETED AND THE RESULTS OBTAINED

4.1 Mode of study

full time

4.2 Programme learning outcomes

The master's degree programme in Public Policy provides students with an application-focused, interdisciplinary further education in the political sciences which qualifies them for managerial positions in the public and non-profit sectors. The programme imparts theoretical and practical knowledge and skills. It focuses on analytical and methodical expertise that enables students to evaluate political issues and make competent decisions, lead and manage organisations, and represent the interests of the public and wider society.

Its graduates are familiar with the key issues and approaches of policy analysis and understand the theory, practice and instruments of political control. They know the players, structures and institutions involved in international politics. They can apply economic theories and models to analyse political problems and have advanced analytical skills in their own specialisms.

Holders of the degree are also able to identify the most important theoretical approaches and issues of public administration, forms of state action, and processes of decision-making and control in and of the public sector(s). They understand a selection of approaches, methods and instruments in the field of management, are familiar with certain applications of strategic control in the public sector and can implement administrative tasks and measures at the strategic and operative level. They are familiar with the normative dimension of political and public institutions.

Graduates of the master's degree programme in Public Policy know the issues and methodology of quantitative empirical policy analysis; they can plan and implement research projects independently. They have practical professional experience in a field in or related to the public or non-profit sector and can plan, manage and implement projects. They know a foreign language.

4.3 Programme details, individual credits gained and grades/marks obtained

During the first three semesters of the taught stage of their degree programme, students must take ten core modules and two optional modules. They must also complete a language module worth 6 ECTS points (as per the examination and study regulations) in order to acquire language skills to the standard required by the bachelor's and master's degree programmes of the University of Erfurt. Students who do not have A2 proficiency in German as per the Common European Framework of Reference for Languages must take the corresponding German language module. All students must complete a master's thesis during their fourth

semester. The master's thesis corresponds to one module. The following modules are available:

Core modules

- 101 IPP Introduction to Public Policy (9 ECTS points)
- 102 EPA Economic Policy Analysis (6 ECTS points)
- 103 PAF Public Administration and Finance (6 ECTS points)
- 201 CPP Comparative and International Public Policy (6 ECTS points)
- 202 QM Quantitative Methods (6 ECTS points)
- 203 PAF Public Administration and Finance (6 ECTS points)
- 301 AM Advanced Methods (6 ECTS points)
- 302 EPS Ethics in the Public Sector (6 ECTS points)
- 401 PT I Practical Training I (6 ECTS points)
- 402 PT II Practical Training II (9 ECTS points)

Optional modules

- 601 SP NPM Non-Profit Management and Social Entrepreneurship (9 ECTS points)
- 602 SP GPP International and Global Public Policy (9 ECTS points)
- 603 SP SEP Development and Socio-Economic Policies (9 ECTS points)
- 604 SP CSM Conflict Studies and Management (9 ECTS points)

Final module

- 701 XX Final Module – Public Policy, including the master's thesis (30 ECTS points)

The individual credits gained and marks obtained can be found in the transcript of records.

4.4 Grading system

- 1 (very good): an excellent performance
- 2 (good): a performance which is considerably above the average requirements
- 3 (satisfactory): a performance which meets the average requirements
- 4 (sufficient): a performance which still meets the requirements, despite its shortcomings
- 5 (insufficient): a performance which fails to meet the requirements on account of considerable shortcomings

4.5 Overall classification of the qualification (in original language) 2,3

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1 Access to further study

Holders of the master's degree and this diploma supplement meet the general admission requirements for a doctoral degree at the University of Erfurt.

5.2 Access to a regulated profession (if applicable)

Graduates of the degree programme hold key qualifications for a variety of occupations. This primarily includes all occupations involving communal, regional, national or supranational politics: political office, public administration, international organisations, political consultancy, trade unions, trade associations, non-governmental organisations. Secondly, it includes occupations that do not directly involve politics but require methodical and analytical expertise to a particularly high degree (e.g. corporate consultancy, corporate management, journalism). The Master of Public Policy constitutes a basic qualification for a professional-grade career in the German civil service.

6. ADDITIONAL INFORMATION

6.1 Additional information

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6.2 Further information sources

List of examination regulations: <https://sulwww.uni-erfurt.de/PublicServices/PruefungsOrdnungen/Default.aspx>

7. CERTIFICATION

This Diploma Supplement refers to the following original documents:

Document on the award of the academic degree (Urkunde über die Verleihung des Akademischen Grades)

11/09/2024

Certificate(Zeugnis) 11/09/2024

digitally signed and sealed
on behalf of the President

8. NATIONAL HIGHER EDUCATION SYSTEM

The information on the national higher education system on the following pages provides a context for the qualification and the type of higher education institution that awarded it.

8. INFORMATION ON THE GERMAN HIGHER EDUCATION SYSTEM¹

8.1 Types of Institutions and Institutional Status

Higher education (HE) studies in Germany are offered at three types of Higher Education Institutions (HEI).²

- *Universitäten* (Universities) including various specialised institutions, offer the whole range of academic disciplines. In the German tradition, universities focus in particular on basic research so that advanced stages of study have mainly theoretical orientation and research-oriented components.

- *Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (Universities of Applied Sciences, UAS) concentrate their study programmes in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies an application-oriented focus of studies, which includes integrated and supervised work assignments in industry, enterprises or other relevant institutions.

- *Kunst- und Musikhochschulen* (Universities of Art/Music) offer studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

Higher Education Institutions are either state or state-recognised institutions. In their operations, including the organisation of studies and the designation and award of degrees, they are both subject to higher education legislation.

8.2 Types of Programmes and Degrees Awarded

Studies in all three types of institutions have traditionally been offered in integrated "long" (one-tier) programmes leading to *Diplom-* or *Magister Artium* degrees or completed by a *Staatsprüfung* (State Examination).

Within the framework of the Bologna-Process one-tier study programmes are successively being replaced by a two-tier study system. Since 1998, two-tier degrees (Bachelor's and Master's) have been introduced in almost all study programmes. This change is designed to enlarge variety and flexibility for students in planning and pursuing educational objectives; it also enhances international compatibility of studies.

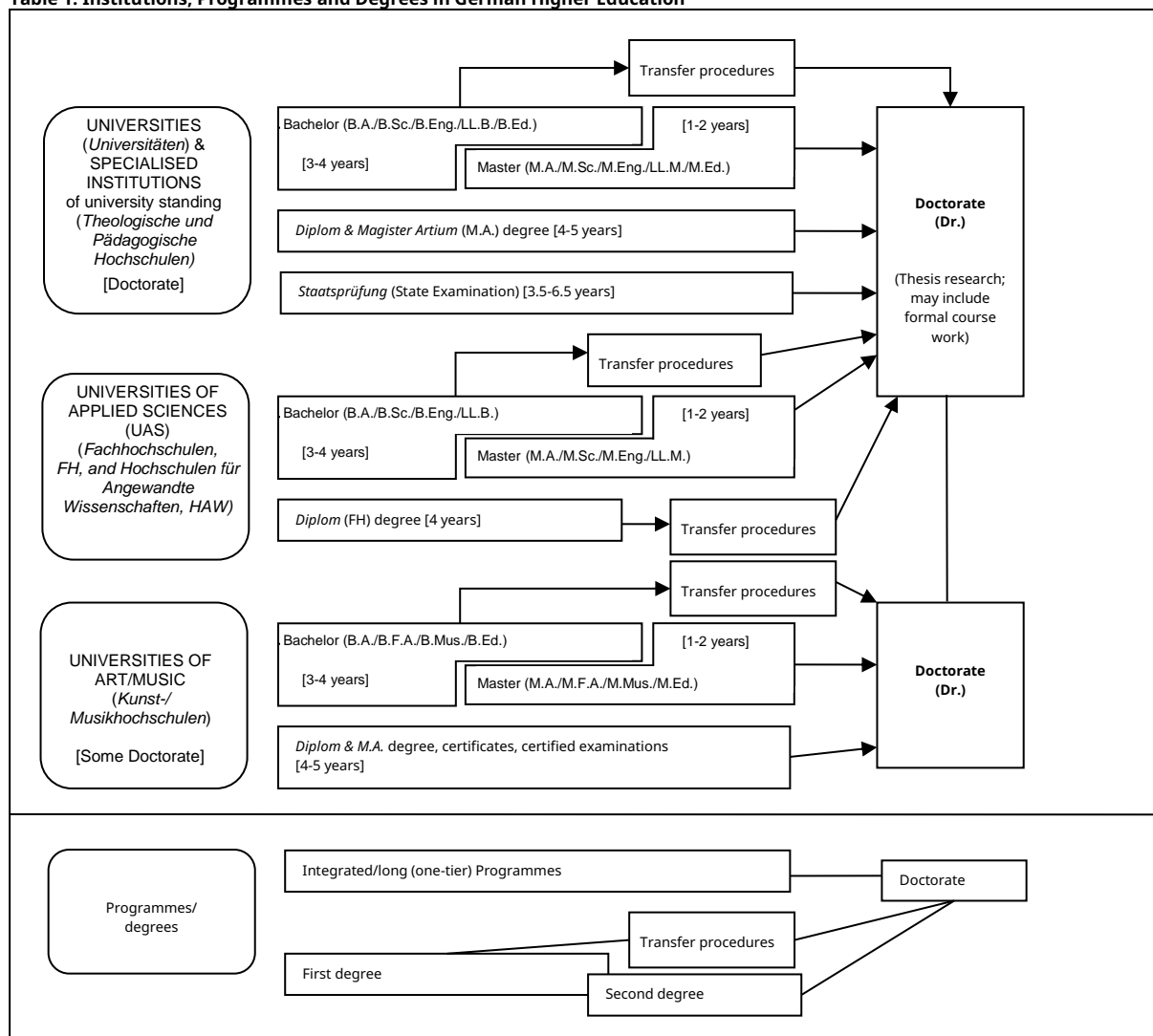
The German Qualifications Framework for Higher Education Qualifications (HQR)³ describes the qualification levels as well as the resulting qualifications and competences of the graduates. The three levels of the HQR correspond to the levels 6, 7 and 8 of the German Qualifications Framework for Lifelong Learning⁴ and the European Qualifications Framework for Lifelong Learning⁵.

For details cf. Sec. 8.4.1, 8.4.2, and 8.4.3 respectively. Table 1 provides a synoptic summary.

8.3 Approval/Accreditation of Programmes and Degrees

To ensure quality and comparability of qualifications, the organisation of studies and general degree requirements have to conform to principles and regulations established by the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK).⁶ In 1999, a system of accreditation for Bachelor's and Master's programmes has become operational. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the seal of the Accreditation Council.⁷

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



8.4 Organisation and Structure of Studies

The following programmes apply to all three types of institutions. Bachelor's and Master's study programmes may be studied consecutively, at various higher education institutions, at different types of higher education institutions and with phases of professional work between the first and the second qualification. The organisation of the study programmes makes use of modular components and of the European Credit Transfer and Accumulation System (ECTS) with 30 credits corresponding to one semester.

8.4.1 Bachelor

Bachelor's degree programmes lay the academic foundations, provide methodological competences and include skills related to the professional field. The Bachelor's degree is awarded after 3 to 4 years. The Bachelor's degree programme includes a thesis requirement. Study programmes leading to the Bachelor's degree must be accredited according to the Interstate study accreditation treaty.⁸ First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.), Bachelor of Music (B.Mus.) or Bachelor of Education (B.Ed.). The Bachelor's degree corresponds to level 6 of the German Qualifications Framework/ European Qualifications Framework.

8.4.2 Master

Master is the second degree after another 1 to 2 years. Master's programmes may be differentiated by the profile types "practice-oriented" and "research-oriented". Higher Education Institutions define the profile.

The Master's degree programme includes a thesis requirement. Study programmes leading to the Master's degree must be accredited according to the Interstate study accreditation treaty.⁹ Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (LL.M.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.) or Master of Education (M.Ed.). Master's programmes which are designed for continuing education may carry other designations (e.g. MBA).

The Master's degree corresponds to level 7 of the German Qualifications Framework/ European Qualifications Framework.

8.4.3 Integrated "Long" Programmes (One-Tier):

Diplom degrees, Magister Artium, Staatsprüfung

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specialisations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master's level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3.5 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder*.

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent and correspond to level 7 of the German Qualifications Framework/European Qualifications Framework.

They qualify to apply for admission to doctoral studies. Further prerequisites for admission may be defined by the Higher Education Institution, cf. Sec. 8.5.

- Integrated studies at *Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (Universities of Applied Sciences, UAS) last 4 years and lead to a *Diplom (FH)* degree which corresponds to level 6 of the German Qualifications Framework/European Qualifications Framework.

Qualified graduates of FH/HAW/UAS may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.

- Studies at *Kunst- and Musikhochschulen* (Universities of Art/Music etc.) are more diverse in their organisation, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the

integrated study programme awards include certificates and certified examinations for specialised areas and professional purposes.

8.5 Doctorate

Universities as well as specialised institutions of university standing, some of the FH/HAW/UAS and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master's degree (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Comparable degrees from universities of art and music can in exceptional cases (study programmes such as music theory, musicology, pedagogy of arts and music, media studies) also formally qualify for doctoral work. Particularly qualified holders of a Bachelor's degree or a *Diplom (FH)* degree may also be admitted to doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor.

The doctoral degree corresponds to level 8 of the German Qualifications Framework/ European Qualifications Framework.

8.6 Grading Scheme

The grading scheme in Germany usually comprises five levels (with numerical equivalents; intermediate grades may be given): "*Sehr Gut*" (1) = Very Good; "*Gut*" (2) = Good; "*Befriedigend*" (3) = Satisfactory; "*Ausreichend*" (4) = Sufficient; "*Nicht ausreichend*" (5) = Non-Sufficient/Fail. The minimum passing grade is "*Ausreichend*" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.

In addition, grade distribution tables as described in the ECTS Users' Guide are used to indicate the relative distribution of grades within a reference group.

8.7 Access to Higher Education

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife, Abitur*) after 12 to 13 years of schooling allows for admission to all higher educational studies. Specialised variants (*Fachgebundene Hochschulreife*) allow for admission at *Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (UAS), universities and equivalent higher education institutions, but only in particular disciplines. Access to study programmes at *Fachhochschulen (FH)/Hochschulen für Angewandte Wissenschaften (HAW)* (UAS) is also possible with a *Fachhochschulreife*, which can usually be acquired after 12 years of schooling. Admission to study programmes at Universities of Art/Music and comparable study programmes at other higher education institutions as well as admission to a study programme in sports may be based on other or additional evidence demonstrating individual aptitude.

Applicants with a qualification in vocational education and training but without a school-based higher education entrance qualification are entitled to a general higher education entrance qualification and thus to access to all study programmes, provided they have obtained advanced further training certificates in particular state-regulated vocational fields (e.g. *Meister/Meisterin im Handwerk, Industriemeister/in, Fachwirt/in (IHK), Betriebswirt/in (IHK) und (HWK), staatlich geprüfte/r Techniker/in, staatlich geprüfte/r Betriebswirt/in, staatlich geprüfte/r Gestalter/in, staatlich geprüfte/r Erzieher/in*). Vocationally qualified applicants can obtain a *Fachgebundene Hochschulreife* after completing a state-regulated vocational education of at least two years' duration plus professional practice of normally at least three years' duration, after having successfully passed an aptitude test at a higher education institution or other state institution; the aptitude test may be replaced by successfully completed trial studies of at least one year's duration.¹⁰

Higher Education Institutions may in certain cases apply additional admission procedures.

8.8 National Sources of Information

- *Kultusministerkonferenz (KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Graurheindorfer Str. 157, D-53117 Bonn;
Phone: +49[0]228/501-0; www.kmk.org; E-Mail: hochschulen@kmk.org
- Central Office for Foreign Education (ZAB) as German NARIC;
www.kmk.org; E-Mail: zab@kmk.org

- German information office of the *Länder* in the EURYDICE Network, providing the national dossier on the education system;
www.kmk.org; E-Mail: Eurydice@kmk.org
- *Hochschulrektorenkonferenz (HRK)* [German Rectors' Conference]; Leipziger Platz 11, D-10117 Berlin, Phone: +49 30 206292-11;
www.hrk.de; E-Mail: post@hrk.de
- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

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- ¹ The information covers only aspects directly relevant to purposes of the Diploma Supplement.
 - ² *Berufsakademien* are not considered as Higher Education Institutions, they only exist in some of the *Länder*. They offer educational programmes in close cooperation with private companies. Students receive a formal degree and carry out an apprenticeship at the company. Some *Berufsakademien* offer Bachelor courses which are recognised as an academic degree if they are accredited by the Accreditation Council.
 - ³ German Qualifications Framework for Higher Education Degrees. (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16 February 2017).
 - ⁴ German Qualifications Framework for Lifelong Learning (DQR). Joint resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany, the German Federal Ministry of Education and Research, the German Conference of Economics Ministers and the German Federal Ministry of Economics and Technology (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 15 November 2012). More information at www.dqr.de
 - ⁵ Recommendation of the European Parliament and the European Council on the establishment of a European Qualifications Framework for Lifelong Learning of 23 April 2008

- (2008/C 111/01 – European Qualifications Framework for Lifelong Learning – EQF).
- ⁶ Specimen decree pursuant to Article 4, paragraphs 1 – 4 of the interstate study accreditation treaty (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 7 December 2017).
- ⁷ Interstate Treaty on the organization of a joint accreditation system to ensure the quality of teaching and learning at German higher education institutions (Interstate study accreditation treaty) (Decision of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 8 December 2016), Enacted on 1 January 2018.
- ⁸ See note No. 7.
- ⁹ See note No. 7.
- ¹⁰ Access to higher education for applicants with a vocational qualification, but without a school-based higher education entrance qualification (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 6 March 2009).