

## **Examination Regulations for the Graduate Degree in Visual and Media Anthropology (Master of Arts)**

### **PREAMBLE**

On the basis of paragraph 14 section 1 no. 2 of the Partial University Constitution of the Freie Universität Berlin of October 27<sup>th</sup> 1998 (FU-Mitteilung [Gazette of Freie Universität Berlin] No. 24/1998), the Faculty Council of the Faculty for Political and Social Sciences issued the following examination rules on May 21, 2008:

### **Table of Contents**

§ 1 Area of Application, Responsibility

§ 2 Examining Board

§ 3 Standard Period of Study

§ 4 Proof of Examination Achievement and Language Test

§ 5 Master Film Project / Master's Thesis

§ 6 Repetition of Examination Achievements

§ 7 Certificate, Document and Diploma Supplement

§ 8 Inapplicability for Graduation

§ 9 Entry into Force

Appendix 1: Study-accompanying Examination Performance and Classification of Credits

Appendix 2a: Master's Document (Sample)

Appendix 2b: Graduation Document (Sample)

Appendix 3: Certificate (Sample)

Appendix 4: Diploma Supplement (Sample)

## **§ 1 Area of Application**

The present examination rules apply as an extension of the statutes for general examinations affairs (SfAP) of the Freie Universität Berlin for the Graduate Degree in Visual and Media Anthropology (Master of Arts).

## **§ 2 Examining Board**

The Faculty of Political and Social Sciences is responsible for the organization of the performance assessment (examinations) as well as the named duties in the Statutes for General Examinations Affairs in § 2 (SfAP).

## **§ 3 Standard Period of Study**

As a rule, graduation is achieved at the end of the fourth semester.

## **§ 4 Extent of the Examinations and Study Achievements**

Each student must gather the total amount of 120 credits, from which

1. 30 credits in the Core Module (§ 4 section 2 of the study rules).
2. 30 credits in the Profile Module (§ 4 section 3 of the study rules).
3. 30 credits in the Practice/project Module (§ 4 Section 4 of the study rules) and
4. 30 credits with the Master's thesis.

(2) Each module will be completed by examinations which will be held throughout the program. Successful examination results are a precondition for admission into the next modules. Information concerning the students' obligatory attendance and participation can be read in Appendix 1.

## **§ 5 Master's Thesis**

The Master's thesis should show that the student is able to work according to scientific methods and his/her work and results must be appropriately presented and evaluated critically.

(2) The students should decide after the first study year whether they would like to complete a Master's thesis as

1. Exclusively a theoretical scientific work (60 pages, about 18,000 words)

or

2. A film project with an accompanying theoretical scientific work (24 pages, about 7,500 words). The name "film" is meant as a combined audiovisual work which is conceived and produced for presentation on television, cinema or in a "new medium" (e. g. the internet). The film project consists of the directing of an ethnological or ethnographic film which is produced alone or in collaboration with a cameraman/-woman and an editor. Third party participation and contributions to the film project must be clearly stated, especially cameraman/-woman and/or editor and the work should be evaluated accordingly. The relevant contribution by the student must be clearly shown in writing. It is possible for students to push the boundaries of the genre of classical ethnographic films (for example, the use of fictional elements, animation or experimental film), if it is required in the contents of the film and the rights of third parties according to anthropological ethical guidelines are not violated. The film work can be made on analogue or digital recording media and should have a length of at least 35 minutes.

(3) Students will be eligible for the completion of their Master's thesis if they

1. Have until then been properly enrolled in the Graduate Degree in Visual and Media Anthropology (Master of Arts) at Freie Universität Berlin and

2. Have successfully completed the modules and acquired a total of 60 credits according to paragraph 4 of the studies regulations. A module examination is regarded as achieved if the module grade is at least "satisfactory" (4.0).

A student cannot be considered eligible for completion of a Master's thesis if he/she is in a comparable or identical study course or taking a module in another university towards a Master in Visual and Media Anthropology, and does not achieve the examination requirements, is failing or is still in the examination procedure.

(4) The application for approval of a Master's thesis is to be accompanied with proof of the conditions as per section 3 sentence 1 and the guarantee that the student is not subject to any of the cases described in section 3 sentence 2. The examination committee will make a final evaluation of the application. The application should also include a certificate of an examination-entitled instructor with regards to the person's readiness to supervise the Master's thesis; in other cases, the examination committee will appoint a tutor. In addition the student must declare in the application which of the two variants of the Master's thesis outlined in section 2 will be presented.

(5) The examination committee must approve the topic of the Master's thesis along with the tutor. The topic and duties must be such that the work can be completed within the given work time. The duties and schedule adherence must be recorded.

(6) The Master's thesis must be written in English or German

(7) The working time for the Master's thesis is 24 weeks.

(8) The date that the topic is approved by the examination committee serves as the starting date of the working time. When presenting the thesis, the student must ensure in writing that he/she performed the work independently and that he/she did not use another person as the source of the work or to provide assistance.

(9) The Master's thesis will be evaluated by two examiners who are appointed by the examination committee and from which one and/or the other must be the faculty adviser and/or the advisor of the Master's thesis. For the variants according to section 2 no.1 the accompanying work for the film project will receive a respective partial grade which has the same weight/value in the grade as the Master's thesis.

## **§ 6 Repeating the Examination**

(1) In the case that the thesis does not achieve a passing grade, the Master's thesis may be repeated one time.

(2) The examination may not be repeated if the student has achieved a grade of "satisfactory" (4.0) or better.

## **§ 7 Graduation**

(1) A key prerequisite for graduation is that the required achievements as outlined in paragraph 4 of these rules have been completed. A student cannot be considered eligible for completion of a Master's thesis if he/she is in a comparable or identical study course or taking a module in another university towards a Master in Visual and Media Anthropology, and does not achieve the examination requirements, is failing or is still in the examination procedure.

(2) The application to graduate requires proof that the requirements have been fulfilled according to section 1, sentence 1 and a guarantee that the student is not subject to any of the cases described in section 1, sentence 2. The responsible examination committee will make a final evaluation of the application.

(3) When the examination is passed, the students will receive a certificate and a document (appendix 2 and appendix 3) as well as a Diploma Supplement (English and German version). In addition, the diploma supplement will include data on the individual modules and their components (transcripts). An English version can be given for the certificate and document if applied for.

(4) The certificate will show the final module grades according to paragraph 4, section 1 no. 1 to 3 and the grades for the Master's thesis. The grades for the modules will be calculated as an average of the notes determined for the respective related module grades. The total grades will be calculated as the average of the grades according to sentence 1.

### **§ 8 Entry into Force**

This statute comes into force on the day of its publication in the FU-Mitteilung [Gazette of the Freie Universität Berlin]

**Appendix 1 (to paragraph 4, section 2): Examination achievements, admission assumptions, participation obligations and credits**

Explanation:

In order to complete the program, students must complete successfully all the modules. Meaning they must:

- Complete the prerequisites for admission into each respective module;
- Obtain the examination forms;
- Meet the expected amount of participation obligation and;
- Achieve all the credits attributed to each module.

In the following boxes (see next page) are the details for each module's respective learning and teaching forms, attendance, active participation in the teaching and learning forms and the successful completion of the examination achievements of a module, which are all prerequisites for the granting of the credits associated with each module. Regular participation is defined as the student attending at least 85% of the teaching and learning forms of a module. When there is no obligation for regular participation in a teaching and learning form of a module, it is however highly recommended. The establishment of an attendance obligation by lecturers is highly recommended, but not required.

A measure for credits associated to a module is in the number of hours that a student works which are recommended for a successful completion of the module. Self-study time periods are also considered (pre- and post-production, examination preparation, etc.). One credit is equivalent to about 30 study hours.

Each module must be completed with a module examination. Rather than completing one single module examination, one can also take several partial module exams. Credits are counted exclusively upon the successful completion of the entire module—therefore after regular and active participation in the teaching and learning forms and a successful passing of the module examination and/or all partial module exams within the module.

The contents and qualification goals for the teaching and learning forms of the modules, the student work effort which is estimated for successful completion of a module, the forms of active participation, the regular duration of the module as well as the frequency that the module is offered are to be found in the study rules for the Graduate Degree in Visual and Media Anthropology (Master of Arts).

1. Core study/basic range

<b>Module:</b> Visual Anthropology		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Homework (in English), about 4,500 words (12 pages)	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

<b>Module:</b> Media Anthropology		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Online paper (in English) about 3,000 words (10 pages)	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

<b>Module:</b> Film project		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Exposé for film project (in English) about 1,500 words (5 pages)	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

<b>Module:</b> Practice module: Internship		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
Online studies (accompanying internship)	Internship report (in English) about 3,000 words	-
Internship		YES
<b>Credits:</b> 15		

## 2. Profile studies

<b>Module:</b> Basics and Varieties of Ethnographic Film Production		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Ethnographic short film (5 minutes, achieved in DVD format)	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

<b>Module:</b> Communication/Mediascapes		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Online presentation (refereed, 30 minutes) in virtual seminar room and homework (4,500 words) in English	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

<b>Module:</b> Applied Visual Anthropology		
<b>Entry Requirements:</b> none		
<b>Teaching and Learning Forms</b>	<b>Module Examination</b>	<b>Participation Obligation</b>
In-house class attendance	Exposé/treatment (in English) about 3,000 words	Regular participation is recommended
Online studies		-
<b>Credits:</b> 15		

**Appendix 2 (to paragraph 7, section 3):**

**Certificate (Sample)**



Freie Universität Berlin  
Faculty of Political and Social Sciences

Certificate

**Ms. /Mr. [First name/Last name]**

born on [day/month/year] in [place of birth]

has successfully completed the requirements for advanced Master's studies in

**Visual and Media Anthropology**

on the basis for the examination rules of [day/month/year] (FU Communication Number [XX/Year] with the total grade of

**[Grade as number and text]**

The examination achievements were evaluated as follows:

Study Area	Credits:	Grade
Core Module	30	[...]
Profile Module	30	[...]
Practice/Project Module	30	[...]
Master's Thesis	30	[...]

The Master's thesis presented the topic of: [...]

Berlin, [day/month/year]

(seal)

The Dean

The Chairman of the Examination Committee

Appendix 3 (to paragraph 7, section  
Certificate (Sample)

3):



Freie Universität Berlin  
Faculty of Political and Social Sciences

Certificate

Ms. /Mr. [First name/Last name]

born on [day/month/year] in [place of birth]

has successfully completed the requirements for advanced Master's studies in

Visual and Media Anthropology

In accordance with the examination rules of [day/month/year] (FU Communication Number [XX]/Year)

the university degree of

Master of Arts (M.A.)

is awarded

Berlin, [day/month/year]

(seal)

The Dean

The Chairman of the Examination Committee