

**Bauhaus-University Weimar**

**Faculty of Art and Design**

**Examination Regulations for the Post-Graduate Programme  
“Public Art and New Artistic Strategies”  
With the Degree “Master of Fine Arts”**

In accordance with § 5 Paragraph 1 in connection with § 79 Paragraph 2 Sentence 1 Number 11, § 83 Paragraph 2 Number 6 and § 85 of the Thuringian University Regulations in the June 9, 1999 version (GVBl. p. 331), most

recently modified via Article 2 of the legislation from December 19, 2000 (GVBl. p. 416), the Bauhaus-University Weimar confers the following officially approved Examination Regulations for the Post-Graduate Programme “Public Art and New Artistic Strategies“ with the degree of Master of Fine Arts. The Faculty Council agreed to the Examination Regulations in its meeting on June 6, 2001 and the Senate of the Bauhaus-University Weimar has declared its consensual awareness of the Examination Regulations in its meeting on July 4, 2001.

The Thuringian Ministry for Science, Research and Art has given its consent of the Examination Regulations on ...

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## **Attachment**

Schedule of Study and **Examinations**

## **I. General**

### **§1 Goal of the Examination**

The Master's Programme is completed with the Master's Examination. The students shall show that they have attained complex competencies dealing with art in public spaces and new artistic strategies.

## **§2 University Degree**

The University Degree "Master of Fine Arts" (abbreviated: MFA) will, after a successfully completed Master's Examination, be conferred as a professionally qualifying Degree.

## **§3 Extent and Organization of the Programme**

- (1) The regular length of study requires 4 Semesters.
- (2) The Master's Programme is modularly structured and has an educational content of 86 SWS (Semester Weeks of Study), which corresponds to a total of 120 ECTS-credits.
- (3) The Ordinances of Study and the Plan of Study are to be designed in such a way that the Master's Programme, including a portion of study in a foreign country (mandatory only for the German students) and the Master's Examination, can be completed within the regular length of study.

## **§4 Construction of the Examinations, Examination Deadlines**

- (1) The Master's Examination, consisting of the Master's Work and Presentation, must be successfully completed by the end of the 6<sup>th</sup> Semester. After this point, the Candidate has lost the right to be examined (unless this is due to circumstances outside his control).
- (2) Proof of illness, certified by a medical doctor at the time of the Examination will be accepted as grounds for non presentation, where upon, the student will be required to participate in the next possible Examination.

## **§5 Examination Committee**

- (1) An Examination Committee will be formed from members of the Faculty of Art and Design in order to safeguard the interests of these Examination Regulations.  
The Examination Committee is comprised of three members of the professorial body, one member of the academic staff, and one student. The Faculty Council will decree the Chairperson, the Chairperson's representative and the other Members of the Examination Committee. The terms of office of the Members of the Examination Committee last, as a rule, two years; whereas that of the Student Member lasts, as a rule, one year.
- (2) The decision of the Examination Committee is reached by majority vote. In the occurrence of a parity of votes, the issue is decided by the vote of the member selected by the Chairperson. The Examination Committee constitutes a quorum when the majority of its members are present, including the member selected by the Chairperson or that member's representative. The meetings of the Examination Committee are not open to the public. The members of the Examination Committee are governed by professional discretion. If they do not work in the public sector, the Chairperson or the Chairperson's representative obliges those members of the Examination Committee to maintain discretion.
- (3) The Examination Committee observes that the rules of the Examination Regulations are followed. It regularly informs the Faculty Council regarding the development of the Examinations and length of study; and gives advice to the Faculty Council regarding the reform of the Ordinances of Study, the reform of the Plan of Study and the reform of the Examination Regulations.
- (4) The members of the Examination Committee have the right to be present at the administration of Examinations.

## §6

### Examiners and Observers

- (1) The Examination Committee decrees the Examiners and Observers. Members of the Bauhaus-University Weimar, or in exceptional cases a member of another university, can only be decreed an Examiner when they are or were, regarding the Examination subject concerned, professors, lecturers or otherwise authorized by a Freelance Teaching Contract. This is also an authorization in the situation when the freelance teaching of a subject area represents a portion of the Examination subject. Insofar as necessitated by the purposes and characteristic features of the Examination, those persons in professional practice and training can also be decreed when they possess at least the standing of a passed Examination or an equivalent qualification. Under normal circumstances three examiners will evaluate achievements; at least one of which shall be a professor. Normally, the Mentor is the first examiner. One member of the examination committee is to be a teacher from the masters study program. The theoretical component of the examination is to be advised and assessed from a teacher in the field of theory.
- (2) The Chairperson of the Examination Committee is responsible to make certain that the Candidate is made aware of the names of the Examiners in reasonable time.
- (3) The Examiners and Observers are responsible for maintaining professional discretion.

## § 7

### Recognition of Previous Achievements via Study and Examinations

- (1) Previous achievements via study and examinations within the same area of study at a university or comparable college in the area of applicability of the framework of University Statutes will be acknowledged without an equivalency examination. The course of study will be acknowledged in a single examination by the faculty. Application for recognition of previous achievements must be in writing.
- (2) Previous achievements via study and examinations in other areas of study will be acknowledged as long as equivalency is established. Equivalency is to be established when the previous achievements via study and examinations at the university in question fundamentally correspond to the content, extent and standards of the university accepting the student. There is no schematic comparison to be used, rather a total consideration and evaluation is to be carried out. The recognition of previous achievements via study and examinations that occurred outside the framework of University Statutes is to be observed within the provisions of equivalence as sanctioned by the Culture Ministers' Conference and University Vice-Chancellors' Conference as well as arrangements within Partner University exchanges.
- (3) To be allowed to take the Masters Examination at least 52 ECTS-credits must be taken at the Bauhaus University (2 Studio Projects, 2 Graduate Seminars). When abroad, the students should attain equivalent study credits to the Graduate Seminar (theoretical seminar at a post gradual level) and the Studio Project (practical artistic work).
- (4) When study and examination achievements are to be recognised, the grades, as long as the grading systems are comparable, are to be transferred and tabulated to create the averaged grade. When the grading systems are not comparable, the comment of "passed" will be recorded. A mark of recognition of the certificate of study is permissible.
- (5) Meeting the conditions of paragraph 1 and 2 gives a legal right of recognition. The Candidate must show the required evidence in order to receive credit.

## § 8

### Assessment of Study and Examination Achievements

- (1) The respective teachers will assess the grades for the completed study and Examination achievements. The following grades of evaluation are possible:

1 = very good	= an outstanding achievement;
2 = good	= an achievement that is better than average;
3 = satisfactory	= an average achievement;
4 = sufficient	= a flawed achievement that meets requirements;
5 = not sufficient	= a very flawed achievement that does not meet requirements.

In order to differentiate the evaluation of study and Examination achievements, grades that fall between the basic grades can be given. The individual grades can be raised or lowered by amounts of 0.3; however the grades 0.7, 4.3, 4.7 and 5.3 are not used.

- (2) Regarding the 'Culture Minister's Conference' resolution from September 15, 2000, the classification for grades is as follows (Conversion to the European Credit Transfer System (ECTS) Grades):

Evaluation Scale Grade

A Outstanding:	1.0 – 1.5	distinguished achievement and only few unimportant mistakes
B Very Good:	1.6 – 2.0	above average achievement with some mistakes
C Good	2.1 – 3.0	good and solid work, however with basic mistakes
D Satisfactory	3.1 – 3.5	average but flawed
E Sufficient	3.6 – 4.0	the achievements shown meet the minimum requirements
F Not Passed	-	improvement is required before the achievement can be recognized
G Not Passed	-	there is much improvement required

The ECTS-credits of the Master's Programme are declared in the attachment.

## § 9

### Failure, Withdrawal, Deception, Other Violations

- (1) An Examination requirement qualifies as "Not Sufficient" (Grade 5.0) when the Candidate fails to appear at the Examination appointment without good reason or when, after the beginning of the Examination, withdraws from the Examination without good reason. The same qualification will be applied when a written Examination requirement is not handed in within the working time given beforehand.
- (2) The reasons for withdrawal or failure must not only be written and made clear to the Examination Committee or Examiner, but also respectively accepted. In the case of the Candidate's illness or accident, a doctor's certificate or public health officer's report is to be presented whereby the incapability of the Candidate's participation in the Examination is clearly noted. When the reason is accepted, a new appointment will be set; which according to the rules would be the next regular Examination appointment. In this case, the results of the Examination already submitted will be taken into account.
- (3) An attempt by the Candidate to influence the results of the Examination through deception or the use of unauthorized measures qualifies this Examination requirement as "Not Sufficient" (Grade 5.0). The respective Examiner or supervisor can suspend a Candidate that disturbs the order of events of the Examination from the continuation of the Examination; in this case the result of the Examination will be qualified as "Not Sufficient" (Grade 5.0). In serious cases the Examination Committee can disqualify the Candidate from further Examinations.
- (4) Within four weeks after the posting of the Examination results, the Candidate can demand that the Examination Committee verify decisions made under the jurisdiction of Paragraph 3 Sentences 1 and 2.

## § 10

### Permission for Master's Examination

- (1) To be admitted to the master's examination 90 ECTS-credits are to be acquired and certified:

3 Studio Projects – 54 ECTS-credits  
3 Graduate Seminars – 24 ECTS-credits  
1 Module of professionalism (1 Seminar or 3 Workshops) – 6 ECTS-credits  
3 Excursion Days – 3 ECTS-credits  
1 Project to be chosen freely – 3 ECTS-credits

The ECTS-credits granted through these achievements are documented in the attachment.

- (2) At the beginning of the course projects, the respective teachers will make public the results that they expect from the students. A certificate of study will document the successful completion of the course.

## **§ 11 Master's Examination**

- (1) The master's examination, composed of the master's work and the presentation thereof, shall present the candidate's personal artistic development, especially the ability to artistically deal with public space. The completion time for the master's project is 3 months. When given a well-founded proposal, the examination committee can extend the working time in isolated cases, as long as the reason for extension is required based on thematic grounds. The maximal working time is 6 months. In addition, an extension of the working time from the examination committee can be granted, provided that the extension of the working time is required based on a situation out of the candidate's control.
- (2) The master's project contains a practical artistic component and a theoretical section. The practical artistic part is to be a work in public space and should contain a relation to the city of Weimar. The project must be new work conceived for the master project.

The written component of the master's project is to be of at least 20 A4-pages and can be presented in either German or English. The text must discuss the theoretical background for the practical artistic work and a discussion of relevant contemporary tendencies in public art.

- (3) After discussion with the candidate, the first examiner must approve the theme of the examination. The first examiner will inform the examination committee of the theme of the master's project and the time of presentation. The proposed date of examination is to be recorded. The first examiner is responsible for the professional guidance of the candidate.
- (4) The theme can be withdrawn only once and only within the first third of the working period.
- (5) The master's work can also be accepted in the form of group work when the various candidates' contributed work to be evaluated is clearly differentiable, individually assessable and meets the requirements of Paragraph 1.
- (6) The candidate must request permission to begin the master's work from the Examination Committee in writing. Within the request the following are to be included:
  1. documentation regarding the completed achievements of study and the foreign study, insofar as required by § 4 Par. 2 Sent. 1 of the Ordinances of Study
  2. a proposal of the theme of the master's work and its presentation
  3. a proposal nominating who the first and second examiners will be.
- (7) At the deadline of the masters project the theoretical part of the master's work and a description and visualisation of the practical part of the work is to be submitted. Documentation of the project is to be submitted after the presentation. The written part of the master's project is also to be submitted in digital form.
- (8) With the delivery of the master's work, the candidate must, in writing, insure that the work (or personal portion of a group work) was completed individually and that no other sources or means of help, except the ones noted, have been used.
- (9) One copy of the master's work, the digital part inclusive, becomes the property of the Bauhaus-University Weimar. The authorial copyright remains with the creator.

## **§ 12 Acceptance and Assessment of the Master's Work**

- (1) The master's work is to be delivered to the main examiner within the time limit. The date of delivery is to be noted on file by the main examiner.

- (2) Three examiners must evaluate the master's work in accordance with § 6 Par. 1. The presentation will usually be made in be in English language. Upon request the examination may take place in German language, the decision of which is to be made by the examination committee.
- (3) The grade is composed respectively of the average of the individual grades. When only one of the examiners evaluates the master's work as "not sufficient", the examination committee will decree a third examiner. The work is passed when two examiners evaluate it as at least "sufficient".
- (4) The presentation will take place in front of the examination committee. The usual presentation time is 60 minutes. The proceedings will be recorded in writing, in the form of minutes.
- (5)

### **§ 13**

#### **Passing of the Examination, Establishment of the Final Grade**

- (1) The final grade of the master's examination is compiled from the average of the grades from the theoretical work (20 % of total grade), the grade for the practical artistic work and its presentation (50% of total grade) and the average of the examinations passed during the master's study (30% of total grade).
- (2) The final grades of the master's examination are:
 

with an average to 1.5	very good
with an average above 1.5 up to 2.5	good
with an average above 2.5 up to 3.5	satisfactory
with an average above 3.5 up to 4.0	sufficient
- (3) Regarding the composition of the final grade of the Master's Examination only the first decimal place after the decimal point will be considered; all further decimal places will be disregarded without rounding.
- (4) The Master's Examination is passed when the Master's Work and the presentation have been respectively evaluated with at least the grade "sufficient" (4,0).
- (5) By exceptional achievement the overall assessment can be granted "with distinction".

### **§ 14**

#### **Invalidity of Examinations**

- (1) If the Candidate cheated during the course of the Examination and this should be discovered after the certificate has been awarded, the Examination committee can modify the grades for the respective Examination achievements that were affected by the candidate's cheating and require rectification, which can completely or partially declare the examination not passed.
- (2) If the requirements for the admission to an examination were incomplete, without deception on the part of the candidate, and this should be discovered after the certificate has been awarded, this deficiency will be disregarded by the passing of the examination. The Examination Committee will make decision as to repercussions if the candidate intentionally succeeded in unjustly achieving admission to an examination.
- (3) The candidate is to be given the opportunity to make a statement before a decision is reached.
- (4) The incorrect Certificate of Examination is to be retracted and if necessary a new certificate is to be granted. The document is also to be retracted when the Certificate of Examination is incorrect because of deception that would declare it as "not passed". A decision after Par. 1 and Par. 2 Sent. 2 is limited to within 5 years of the date of the granting of the Certificate of Examination.

### **§ 15**

#### **Repetition of Examination Requirements**

- (1) The Master's Work and the presentation can each be repeated once when the achievements were not sufficient.
- (2) A second repetition of the Master's Examination or parts thereof is out of the question.

**§ 16**  
**Transcript**

- (1) The grades, the theme of the work and the credits received will be recorded in the transcript.
- (2) The transcript bears the date of the day on which the final examination achievements were completed. It will be signed by the Dean of the Faculty and the Chairperson of the Examination Committee and be certified by the Seal of the University.

**§ 17**  
**Certificate**

- (1) At the same time as the conferral of the transcript, the candidate will receive the Master's Certificate bearing the date of the transcript. Therein the conferment of the academic grades will be certified.
- (2) The certificate will be signed by the Dean of the Faculty and the Chairperson of the Examination Committee and be certified by the Seal of the University.

**§ 18**  
**Inspection of the Examination Records**

Within one year after the completion of the examination procedures, with a request allowing for a reasonable amount of time, the candidate is permitted inspection of the written records of the examination work regarding the examiner's testimonial that was recorded in the examination records.

**§ 19**  
**Protest Procedure**

- (1) Decisions that are disapproved, based on these examination regulations, are to be given in writing with evidence. A protest can be lodged to the Examination Committee within one month of the recorded admittance of this notification
- (2) The Examination Committee will make a decision regarding the protest after receiving the opinion of the Examiner.
- (3) As far as protest against an examiner's decision of evaluation is concerned, the Examination Committee supplies this protest to the examiner for re-evaluation. If the examiner changes the decision in the favour of the petition, the Examination Committee redresses the petition. Otherwise, the Examination Committee examines the decision to see if:
  1. it was made from incorrect requirements or irrelevant considerations,
  2. it was made against generally recognized principles of the evaluation criteria,
  3. it was made against legal regulations or
  4. it was made against **general principles of the experience of life**. In these cases the Examination Committee redresses the protest in response.
- (4) As far as protest against a decision of the Examination Committee is concerned, the Dean, after hearing the Examination Committee, makes the final decision, as long as the Examination Committee itself does not redress the situation.
- (5) Par. 3 is also valid when the protest is made against the decision of multiple examiners.
- (6) A decision shall be made at the next possible meeting regarding the protest. When the protest is not redressed, the response is to be justified and supplied with instructions on rights to appeal. The response to the protest is to be delivered to the protester.

**§ 20**  
**Clause of Non-Discrimination**

Status and functional descriptions via this regulation are equivalent for the feminine and the masculine forms.

**§ 21**  
**Enactment of Validation**

These examination requirements will be enacted on the first day of the month following the month of its publication in the Bauhaus University Announcements.

Weimar

Prof. Dr. Phil. Walter Bauer-Wabnegg  
Rector

Attachment: Study and Examination Schedule

	SWS	ECTS-Credits	Form of Examination
1 <sup>st</sup> Semester			
1 Studio Project	18	18	Study related examination
1 Graduate Seminar	2	8	Study related examination
1 Excursion Days	1	1	Certificate of attendance
1 <sup>st</sup> Semester Totals	21	27	
2 <sup>nd</sup> Semester			
1 Studio Project	18	18	Study related examination
1 Graduate Seminar	2	8	Study related examination
1 Excursion Days	1	1	Certificate of attendance
2 <sup>nd</sup> Semester Totals	21	27	
3 <sup>rd</sup> Semester			
1 Studio Project	18	18	Study related examination
1 Graduate Seminar	2	8	Study related examination
1 Excursion Day	1	1	Certificate of attendance
3 <sup>rd</sup> Semester Totals	21	27	
1-3 Semester 1 Free choice course 1 Module professionalism (and/or alternatively 1 technical course or 3 workshops)	2 4	3 6	Report
1 <sup>st</sup> to 3 <sup>rd</sup> Semesters' additional classes Totals	6	9	
4 <sup>th</sup> Semester			
Master Work and Presentation	20	30	Master's examination
4 <sup>th</sup> Semester Totals	20	30	
Total	89	120	