

Uni Münster
MA National and Transnational Studies: Literature, Culture, Language
External Module (Semester 3) – Information for students and teachers
(Version: 27 October 2020)

A. Planning your course combination for this module:

1. Sometime **before the start of semester 3** (e.g. at the end of the previous semester when the new course announcements come out and course registration begins), students look through the online course catalogues of departments they are interested in, e.g. other literatures and languages, history, sociology, anthropology, philosophy, communication and media studies, etc. Should they be interested, the university's career service offers employability workshops that are eligible for the external module. Students can, however, start with classes for the external module earlier or later, according to their individual study plans.

Courses outside the English Department which have already been studied in a previous semester of this MA NTS programme may count towards the External Module if their contents are relevant to NTS programme.

2. Some **exceptions** apply: If students are interested in a course outside the English Department which is run at **B.A. rather than M.A. level**, please contact Felipe Espinoza Garrido (at the English Dept.) for advice.

Normally, all courses for the External Module are done outside the English Department. However, in exceptional cases students may also be allowed to choose a course **in the English Department**. Students then identify M.A. courses which are relevant to their programme of study and to their individual interests. Note that many courses outside the English Department are taught in German, but courses taught in English are also available. Some departments also teach courses through other languages.

For instance: A) If a student's previous degree was in a subject other than English, and they feel a need to deepen their knowledge of English Studies. As their previous degree would already guarantee a sufficiently interdisciplinary profile, they may be allowed to pursue further study in the English Department for this module. B) If a student does not have sufficient knowledge of German and finds that the current range of courses taught through in English does not match their interests or timetable at all, so that they prefer to attend one of the many courses offered by the English Department.

B. Registration and completion of the module

1. Students should **register on QISPOS** for the external module as a whole, even if they take some classes of the external module in a later semester. Lecturers of the

external module's individual classes may (and often will) insist students register with their class via QISPOS, too. Note that the only grade that is counted towards your studies is the grade of the external module as a whole (see further information on grading below). Their course choices are determined as follows:

2. After having identified the courses of their choice, each student enters information about these courses in an "External Module Planning Form" (Excel sheet, available online for download).
3. The **completed form is submitted** (on paper, in two copies, or digital via email) to a staff member of the English Department who is responsible for the approval of course choices in this module (currently this is Felipe Espinoza Garrido: espinoza.garrido@uni-muenster.de). The staff member discusses choices with the student and, if necessary, requests changes. Once the course choices are agreed, the staff member signs their approval on the two copies of the form and retains one copy for our archives. The other copy is returned to the student, who should retain this copy for future reference.
4. In addition to approval from the MA NTS programme administrators at the English Department (Felipe Espinoza Garrido), students also need the **approval of the teachers outside the English Department** whose courses they wish to join. From our experience, most teachers will be supportive; however, there can sometimes be limitations of capacity which make it impossible to open certain classes to all students. Again, it is best to seek approval as early as possible, to facilitate planning and, if necessary, adjustments.
5. After the courses for this module have been completed, the teachers of these courses give the students a **written confirmation** (e.g. Schein on paper) of their result (grade or pass/fail), or fill in and stamp the respective section of the external module planning form. Digital signatures/stamps are accepted as well.
6. Students present these written confirmations to Felipe Espinoza or the study advisory service at the English Department, along with their copy of the approved & signed "External Module Planning Form." They compare this planning form with the results, determines the total grade for the module (grades will be calculated proportionally to credit points earned), and enters this grade into the electronic QISPOS system.

C. Grading

Students must complete **at least one GRADED assignment** within the External Module in order to enable us to assign a total module grade. **50% of the external module should comprise graded seminars** (or equivalent, participatory classes or lectures) that usually require a written assignment. The following options are available:

- a) Students complete only one graded assignment and course, while the other assignments and courses are ungraded (only pass/fail, i.e. 'Teilnahmeschein'). In this case, the grade of the one graded assignment/course would also be the module grade.

OR

- b) Students complete several graded assignments/courses, all of which are counted for the module grade. The final grade is weighed according to the number of credit points of each graded assignment/course.

OR

- c) Students complete several graded assignments/courses, but use only some of them as a basis for the module grade. The final grade is weighed according to the number of credit points of each graded assignment/course.

Students choose between these options themselves, but their choice must be approved by a staff member of the English Department (currently, Felipe Espinoza Garrido). The choice between these 3 options **needs to be made in advance, otherwise all grades will count.**

Common grading options

Before classes start, **students agree with their individual lecturers** on the types of assignments they have to fulfil in order to obtain a certain number of credit points. The following are rough guidelines, but you can work out other combinations with lecturers as well:

Participation: **2 LP** (not graded)

Participation and a presentation: **3 LP** (not graded or graded)

Participation, a presentation, and a short written assignment (c. 1500w): **4 LP** (graded)

Participation, a presentation, and a written term paper: **5-6 LP** (graded)

Please **note** that these are just common grading options, feel free to agree on other LP and tasks with your lecturers.