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Examination Regulations for the **Joint Bachelor's Degree Programme "Politics and Public Policy"** at the **Universität Münster** and the **Universiteit Twente** of
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**Examination Regulations for the
Joint Bachelor's Degree Programme
"Politics and Public Policy"
at the Universität Münster and the Universiteit Twente
of 26.11.2025**

Based on § 2 (4) and § 64 (1) of the *Gesetz über die Hochschulen des Landes Nordrhein-Westfalen (Hochschulgesetz – HG)* (Higher Education Act of the Federal State of the Federal State of North Rhine-Westphalia) as amended by the *Hochschulzukunftsgesetz* (Higher Education Autonomy Act) of 16 September 2014 (GV NRW p. 547) as amended most recently by Article 2 of the Act of 19 December 2024 (GV. NRW. p. 1222) and in accordance with the Dutch Higher Education and Research Act (Wet op het Hoger Onderwijs en Wetenschappelijk onderzoek, short WHW, section 7.59 and section 7.13 on Teaching and Examination Regulations) the University of Münster and the University of Twente have issued the following regulations:

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§ 1**Area of Application of the Examination Regulations**

(1) These Examination Regulations apply to the Joint Bachelor's Degree Programme "Politics and Public Policy" at the Universität Münster (D), short Münster University, and the Universiteit Twente (Enschede/NL), short Twente University or the UT.

(2) The Student Charter of Twente University applies where specific programme requirements and student regulations concerning the study at Twente University are concerned. The student charter consists of two parts: the institutional section (ISS) and the academic section (FSS). Parts of the academic section are the Teaching and Examination Regulations (OER) and the Rules and Regulations of the Examination Boards (R&R), as adopted in accordance with section 7.13 of the Higher Education and Research Act.

§ 2**Goal of the Programme**

The Bachelor's programme "Politics and Public Policy" is an undergraduate degree course which aims to equip students with academic as well as professional knowledge and skills so that they can map public issues, analyse their causes and contribute to the design of effective solutions. Such analyses and problem approaches include different levels of scale (local, regional, national, European and international), while a special focus is laid on the European Union and its institutions and the process of European integration.

Within the programme, students acquire knowledge in the areas of Political Science, Public Administration, European Studies, Law and Economics. The programme also focuses on a sound methodological training in methods of the Social Sciences. The scientific training is backed by professional qualifications. Students learn to work and think in a target-oriented manner and according to scientific rules. They also learn to critically question and debate scientific findings and take responsibility for their own actions.

The bachelor programme furthermore aims to prepare students for admission to a Master's programme.

§ 3**Bachelor's Degree**

The successful candidate will be awarded the academic degree "Bachelor of Science" (BSc) with the adjunct "in Politics and Public Policy".

§ 4**Examination Board**

(1) *Fachbereich 06* (Faculty 06) of the Universität Münster and *Faculty of Behavioural, Management and Social Sciences (BMS)* of the Universiteit Twente jointly appoint an examination board to organize and supervise the examinations within these Examination Regulations. The board reports to the respective faculties, and, if applicable, provides suggestions for innovations on and development of the Examination Regulations.

(2) The examination board (University of Münster: *Prüfungsausschuss*, UT: *examcommissie*) consists of the chair, their deputy and six additional members. Each university elects the same number of members to the examination board. Chair, deputy chair and two additional members are selected from the group of professors, two members from the group of academic staff and two members from the group of students. The student board members are elected at the University of Münster.

- (3) The elections/appointments for the groups of professors and academic staff are valid for two years, for the group of students one year. Re-election is possible.
- (4) Chairmanship of the examination board alternates between the two universities with every election period.
- (5) Members of the examination board are either elected by the representatives of the groups in the *Fachbereichsrat* (faculty board) (University of Münster) or appointed by the Head of Faculty (UT). All members of the examination board are confirmed by the faculty board (*Fachbereichsrat*) at the University of Münster and by the Dean at the UT.
- (6) Members from the group of students do not cooperate in the grading and recognition of course work and required examinations, the setting of examination tasks and the selection of examiners. They also do not have voting-rights concerning these matters.
- (7) The examination board has a quorum if the chair or deputy chair, two members from the group of professors and two additional members are present. Decisions are made by simple majority; in the case of equality of votes the chair, or in their absence the deputy chair, has the deciding vote. Concerning matters referred to in § 4 (6), the quorum is reached once the chair or deputy chair and three additional non-student members are present.
- (8) The examination board can transfer regular and undisputed tasks to its chair. This is not applicable to decisions on appeals (*Widersprüche*). For decisions on appeals the procedures according to Dutch or German law must be followed, depending on where the examination has been passed.
- (9) The Examinations Office (University of Münster: *Prüfungsamt I*, UT: *Griffie*) acts as agent of the examination board.
- (10) Members of the examination board may attend all examinations.
- (11) The members of the examination board have an obligation of maintaining confidentiality. Board members who are not already placed under such an obligation through their position as a state employee have to be placed under this obligation by the chair. Examination board meetings are not public.
- (12) For exams that are solely or mainly in the responsibility of the University of Münster, the Joint Examination Board is responsible. For exams that are solely or mainly in the responsibility of the University of Twente, the regular examination board of the University of Twente and the subsidiary joint examination board are responsible. The details of the relation between the regular examination Board (of the University of Twente) and the Joint Examination Board will be arranged in a separate regulation.

§ 5

Admission to the Programme and the Bachelor's Examination

- (1) Admission to the programme "Politics and Public Policy" at the Universität Münster and the Universiteit Twente is granted by the central student administrations of both universities.
- (2) Applicants who have not passed their higher education entrance qualification at a German-speaking school have to submit proof, in addition to the usual admissions requirements, that their German language skills are good enough for them to participate actively in classes within the first year of study in Münster. The Deutsche Sprachprüfung für den Hochschulzugang (DSH) Examination Regulations of the

University of Münster state how German language skills can be proven. § 2 (4)(e) of the DSH Examination Regulations of the University of Münster does not apply.

(3) Admission to the bachelor's examination is granted through enrolment in the Bachelor's programme "Politics and Public Policy" at the Universität Münster and the Universiteit Twente, provided the enrolment is upheld until the time of the final examination. Enrolment is to be refused should the applicant have finally failed an examination in the programme "Politics and Public Policy" or a comparable programme.

§ 6

Standard Duration, Workload, Credits (Leistungspunkte)

(1) The standard duration of studies until graduation, including all examinations and bachelor's thesis, is three academic years. An academic year is divided into:

- two semesters at Münster University
- two semesters at Twente University, each semester consisting of two quartiles of ten weeks each.

(2) For passing from the first into the second year of study, students must reach 45 credits (University of Münster: *Leistungspunkte/LP*, UT: *European Credit/EC*) during the first year and provide proof of a sufficient level of English skills. English skills may be demonstrated in two ways:

1. English having been part of school education until the students' acquirement of one of the following diplomas:
 - VWO (Vorbereidend Wetenschappelijk Onderwijs)
 - AHR (Allgemeine Hochschulreife, generally the "Abitur")
 - EB (European Baccalaureate)
 - IB (International Baccalaureate)
2. All other students prove their English skills by way of one of the following certificates:
 - IELTS (minimum overall score: 6.0)
 - TOEFL (minimum overall score: 80)
 - Cambridge CAE
 - PTE Academic

In case students fail to meet these criteria, they may not proceed with the programme at Twente University until the requirements are met.

(3) For successful graduation, students must gain 180 credits. Each year contains modules with a total of 60 credits. Credits are used to assess the overall workload for students quantitatively and include course attendance as well as pre- and post-preparation, examinations and examination preparation as well as the final thesis and work placements. One credit equals a workload of 28 hours. The annual volume therefore equals 1,680 hours (5,040 hours for the programme). Credits are granted according to the ECTS (European Credit Transfer System) grading system.

§ 7

Content of the Programme

(1) In addition to the bachelor's thesis, the Bachelor programme "Politics and Public Policy" comprises the successful completion of the following list of modules. A closer description of the modules is to be found in the appendix of these Examination Regulations:

Compulsory Modules:

- M 1.1: Politics and Public Policy (University of Münster / UT, 10 EC)

- M 1.2: European and Global Governance (University of Münster, 10 EC)
- M 1.3: Political Systems in Perspectives (University of Münster, 10 EC)
- M 1.4: Public Law (University of Münster, 10 EC)
- M 1.5: Methods (University of Münster, 10 EC)
- M 1.6: Free Electives (University of Münster, 10 EC)
- M 2.1: International Challenges (UT, 15 EC)
- M 2.2: International Decisions (UT, 15 EC)
- M 2.3: Regional and Cross-Border Challenges (UT, 15 EC)
- M 2.4: Multilevel Governance (UT, 15 EC)
- M 3.3: The Craft of Public Administration Research (University of Münster / UT, 15 EC)
- M 3.4: Bachelor Thesis (University of Münster / UT, 15 EC)

Elective modules:

Students may choose one of the following module options: M 3.1a + M 3.2a: Free Electives at University of Twente and Internship or M 3.1b + M 3.2b: Free Electives at University of Twente or M3.1c: Internship or M 3.1d: Erasmus Exchange Programme or M 3.1e: Free Electives at Münster University. Other combinations are not possible.

- M 3.1a + M3.2a: Free Electives at University of Twente and Internship (UT, 30 EC)
- M 3.1b + M3.2b: Free Electives at University of Twente (UT, 30 EC)
- M 3.1c: Internship (UT, 30 EC)
- M 3.1d: Erasmus Exchange Programme (UT or University of Münster, 30 EC)
- M 3.1e: Free Electives at Münster University (University of Münster, 30 EC)

(2) Successful graduation requires 180 credits. 15 credits are awarded for the bachelor's thesis.

(3) It is not possible for students of the bachelor programme "Politics and Public Policy" to take courses from master programmes at either the University of Münster or the UT.

(4) Language of tuition:

- University of Münster: Courses will be held mainly in German. This applies especially to the methodological training and the basic courses.
- UT: Tuition will be completely in English.

§ 8

Types of Courses and Modules

Münster University:

Basic courses (Grundkurse) and tutorials (Tutorien): Basic courses transfer knowledge on central theoretical and analytical concepts of specific fields of political science. The content ranges from classical concepts to current developments and theoretical debates of analytical and/or normative nature. Basic courses are completed by tutorials that deepen the content of the lecture and focus on methodological and presentation skills.

Standard courses (Standardkurse): Standard courses introduce specific research areas of political science. They give a profound overview on contemporary and classic questions and challenges of their specific research area. Thereby, they build on knowledge acquired within the core modules in year one and the basic courses in year two. Thus they encourage and indeed require from students to look into concepts, issues and methods of political science more deeply. Finally, within these courses, selected

contemporary developments are methodologically and theoretically analysed and discussed.

Reading courses (Lektürekurse): Reading courses deepen the ability of students to read and understand political science texts. The range of courses encompasses classical authors and theories of political science as well as contemporary texts.

Elective module: The elective modules within the first year of study in Muenster as well as in the fifth semester either at the University of Münster or at the UT provide students with the possibility to develop their personal profile and actively shape their own educational and academic path.

Twente University:

A module at Twente University consists of 15 ECTS. Modules run (sequentially) for 10 weeks. Modules are made up from different course types, including e.g. standard courses and methodological courses. Specific regulations (including retakes) can be found in the Students' Charter of the University of Twente.

Joint tuition:

Module 1.1 serves as introductory module to the programme and thus serves two aims: to make students familiar with the programme and their fellow students and support cooperation between the two universities. Students are introduced to their new learning environments, including for instance trips from Münster University to Twente University. The module also provides general as well as programme specific information, knowledge and skills, such as ethics in science and how to write course work and an introduction into the interdisciplinary field of politics and public policy and its current and future challenges on different levels of governance. Also, the module serves to form a collective identity and understanding of belonging between the students and foster cooperation between Münster University and Twente University.

Bachelor's thesis module:

The thesis semester will involve teaching in research methodology that is particularly relevant to the thesis research (proposal writing, reporting). Thesis research will be done and assessed individually but groups of students will be formed that work on similar research topics ("bachelor circles"). These topics will be linked to on-going research at the department. The actual thesis research and writing will take place mainly in the final quarter (Module 3.4). It is finalized by research seminars during which students present and discuss their thesis, under supervision of staff. Along with module 3.3 this module will also involve the development of life-long learning skills (including job market orientation and orientation on the master).

§ 9

Structure of the Programme and of the Examination, Description of Modules

(1) The programme is divided into modules that are defined by topic, content and time-frame. Educational objectives and learning targets are defined for each module and highlight which qualifications in respect to the programme goals are to be acquired by students. Modules may be comprised of courses with different teaching and learning methods from one or several semesters. At Münster University, a module comprises a minimum of five credits; at Twente University all modules comprise 15 credits. In accordance with the description of modules, some modules encompass elective courses.

(2) The bachelor's examination consists of cumulative examinations as well as the final bachelor's thesis and its defence.

- (3) The description of modules defines the module structure and the number of credits that can be attained. A credit equals 28 hours of work (see also § 6 (3)).
- (4) In order to successfully pass a module, students have to complete all the required coursework and pass all examinations assigned to the module.
- (5) Admission to a module can be bound to requirements, e.g. successful participation in another module/other modules.
- (6) Specific knowledge may be required for participation in certain courses.
- (7) Admission to a course can be conditional on the successful participation in another course from the same module or the passing of an examination from the same module.
- (8) Requirements and conditions according to § 9 (5)-(7) are stated in the description of modules.
- (9) The description of modules states the cycle in which a module is offered.

§ 10

Required Coursework (*Studienleistungen*) and Degree-Relevant Examinations (*Prüfungsleistungen*), Registration

- (1) The description of modules states the requirements for attending a course.
- (2) Within a module, at least one degree-relevant examination (University of Münster: Prüfungsleistung; UT: examen) has to be passed. Additionally, coursework may be asked for that is not relevant for the examination. Required coursework and examinations may be: written and oral examinations, presentations and term papers, work placements and reports, practical classes and minutes. Coursework or examinations may, according to the module descriptions, also be conducted as group work, provided that the contribution of each individual student can be clearly identified and assessed on the basis of sections, page numbers, or other objective criteria that allow for unambiguous attribution.
- (3) The instructor defines the components of required examinations or coursework (University of Münster: Studienleistung; UT: examenonderdelen) and the criteria for grading. These conditions are announced at the beginning of each course.
- (4) Instructors may make the successful completion of coursework conditional for admission to the examination.
- (5) The description of modules provides information on required coursework and examinations as to their type, duration and scope. Coursework and required examinations form part of the bachelor's examination.
- (6) In order to participate in required coursework and degree-relevant examinations, students must register for both, coursework as well as examination, first. Deadlines for registration are made public centrally:
- University of Münster – via the electronic administration system of the University of Münster.
 - UT – on OSIRIS.

Registration may be revoked by students without explanation within the time limit indicated by the electronic administration system of the University of Münster or OSIRIS.

§ 11

Multiple-choice Examinations

(1) Written examinations may also consist of or include multiple-choice questions. In the case of pure multiple-choice examinations, all examinees receive the same items. All examination items must be related to the content of the module.

(2) Students are usually required to pass one required examination (University of Münster: Prüfungsleistung; UT: examination) in each module. Additionally, coursework may be asked for that is not relevant for the examination. Required coursework and examinations may be: written and oral examinations, presentations and term papers, work placements and reports, practical classes and minutes.

(3) An examination consisting entirely of multiple-choice items has been passed if at least 50 per cent of the items are answered correctly or if the number of correct answers is not more than 10 per cent below the average performance of all examinees.

(4) If the candidate has answered the minimum number of items required to pass correctly, grading follows the criteria below:

- "excellent/*sehr gut*", if at least 75 per cent,
- "good/*gut*", if at least 50 per cent, but less than 75 per cent,
- "satisfactory/*befriedigend*", if at least 25 per cent, but less than 50 per cent,
- "pass/*ausreichend*", if no or less than 25 per cent

of the additional examination items are answered correctly.

(5) The above-named criteria also apply to examinations that are only partly multiple-choice examinations. The overall grade of the examination is calculated from the weighted arithmetic mean of the multiple-choice part and the other part of the examination. The parts will be weighted according to their share of the overall examination in per cent.

(6) In order to participate in required coursework and degree-relevant examinations, students must register for both, coursework as well as examination, first. Deadlines for registration are made public centrally:

- University of Münster – via the electronic administration system of the University of Münster
- UT – on OSIRIS.

Registration may be revoked by students without explanation within the time limit indicated in the electronic administration system of the University of Münster or on OSIRIS.

(7) The types of degree-relevant examinations mentioned in § 10 (2) may also be administered and evaluated in electronic, software-based form, or in electronic, communicative form. The form of examination must be announced by the instructor in advance and in due form at the beginning of the course. If the examination possesses the character of an interview, the rules for oral examinations are applied accordingly on the condition that both the respective student and examiner/assessor give their written consent in advance to this form of examination. For all other cases, the rules on written degree-relevant examinations apply accordingly.

§ 12

Bachelor's Thesis

(1) Through the bachelor's thesis candidates are to show that they are capable of tackling a scientific problem within a given period of time. They show their use of scientific methods and their ability to display their results coherently. The thesis must not be longer than 20,000 words maximum including all appendices. It has to be written in English.

(2) The thesis may not be written in a language other than English, unless the examination board grants an exemption.

(3) The bachelor's thesis is issued and supervised in accordance with § 14.

(4) The Examinations Office issues the thesis topic on behalf of the examination board and following the applicant's request. The applicant must have fulfilled the following requirements:

- At least 135 credit points.
- The date and time of the issuing of the thesis topic has to be recorded.
- The bachelor's thesis plan, including a research proposal, must have been approved by both supervisors/examiners.

(5) The candidate has 10 weeks to complete the bachelor's thesis after finishing the proposal. Topic and scope of the thesis have to be defined in such a way that it can be completed within this time. The thesis topic can be refused by the candidate only once and only within the first week.

(6) In exceptional cases, the examination board may extend the period for completion of the bachelor's thesis once for no longer than two weeks.

(7) On account of serious reasons that make working on the bachelor's thesis considerably difficult or impossible, the deadline can be extended accordingly upon application by the candidate. Reasons for an extension can be sudden illness or unalterable technical problems. Serious reasons may also be having to care for a child younger than twelve or the need to nurse or care for a husband or wife or a registered civil partner, or the need to nurse or care for a direct relative or first-degree relative by marriage in the case of this person being in the need of care. The examination board decides about the extension and can ask the candidate for written proof (e.g. medical certificate). Instead of extending the period of time for the bachelor's thesis, the examination board may also decide to issue a new topic in the case of the candidate being unable to work on the thesis for more than six months. In such a case, issuing a new topic does not count as repetition as defined by § 17 (6).

(8) The bachelor's thesis must contain a title page, a table of contents, a list of sources and a bibliography. All passages of the thesis that make use of the work of others, either by wording or by content, have to be indicated by stating the original source. Candidates have to declare that they wrote the thesis on their own and only used the sources and means indicated in the thesis and have identified all quotations. Such a declaration also has to be given for all tables, sketches, drawings and pictures etc.

§ 13

Acceptance and Grading of Bachelor's Thesis

(1) Acceptance of the bachelor's thesis is subject to the approval of the draft version by the supervisors. The second supervisor may delegate this decision to the first supervisor. The approval is given within the colloquium statement.

(2) The bachelor's thesis has to be submitted to the „Bureau Onderwijszaken“ (BOZ) (Examinations Office) at the UT and to the two supervisors within the deadline. The thesis has to be handed in to the

supervisors (paper copies) at least five working days before the thesis defence. A digital version has to be uploaded at the UT-Library: <http://essay.utwente.nl/upload.html>. If the thesis is not handed in within the deadline, it will be considered as failed in accordance with § 22 (1). Furthermore, the candidate will add a written declaration of consent to their thesis being saved in a database for the purpose of detecting plagiarism and to its being compared with other texts and works for identification of any analogies.

(3) The thesis must be supervised jointly by two supervisors. The first supervisor assigns the thesis topic. The candidate chooses a first and second supervisor in mutual agreement with these persons. First and second supervisor are named in the application for the bachelor's thesis in accordance with § 14 (1).

(4) Grading has to follow § 18 (1). Candidates receive a written statement and explanation of the grade. The thesis grade equals the arithmetic average of the individual grades of the two supervisors following § 18 (1), unless the difference is greater than 2.0. Should this be the case or is one grade a „fail“ but the other a pass or better, the examination board will appoint a third examiner to grade the bachelor's thesis. In this case, the overall thesis grade equals the arithmetic average of the three individual grades. However, the thesis can only be graded as a pass or better if at least two grades are a pass or better.

(5) The assessment of the bachelor's thesis shall take no longer than eight weeks, or 12 weeks if a third examiner is appointed.

(6) Detailed and up-to-date information on writing and defending the bachelor's thesis can be found on the Bachelor Thesis Canvas site: <https://canvas.utwente.nl>. A copy of the most recent version of the Bachelor Thesis Guidelines can be found in Appendix III.

§ 14

Examiners and Observers

(1) The examination board names examiners and supervisors for examinations and the bachelor's thesis. In the case of oral examinations or the defence of the bachelor's thesis, it also names observers.

(2) All persons qualified in terms of § 65 (1) *Hochschulgesetz Nordrhein-Westfalen (HG NRW)* (Universities Act of the Federal State of North Rhine-Westphalia) (University of Münster) or Article 7.12c WHW (UT) who regularly teach in the programme in which the examination is taken or the thesis written (Politics and Public Policy) can be appointed as examiner or supervisor. Exceptions have to be decided upon by the examination board.

(3) Only persons with a bachelor's degree, an equal qualification or higher degree can be appointed as observer.

(4) Examiners and observers are independent in their decisions.

(5) Oral examinations are taken by an examiner in the presence of an observer. Before grading the examination, the examiner has to consult the observer. Minutes of the examination including the most important content and the grade are taken and signed by examiner and observer.

(6) Written examinations in the context of modules are assessed by a single examiner. Assessment and grading of the bachelor's thesis follow § 13.

(7) Written and oral examinations that form a third attempt in accordance with § 17 (2) have to be assessed by two examiners. The overall grade equals the arithmetic average of the two individual grades. § 18 (1) comes into effect respectively.

(8) Students from the same programme can take part in oral examinations as audience if the candidate does not object. The audience is not allowed to counsel the candidate or notify the candidate of the result of the examination.

§ 15

Recognition of Required Coursework (Studienleistungen) and Degree-Relevant Examinations (Prüfungsleistungen)

(1) Coursework (Studienleistungen) and required examinations (Prüfungsleistungen) completed within the same degree programme at other German or Dutch universities are recognized upon request unless there are substantial differences concerning the competencies to be acquired; verification of equivalence does not take place. This is also the case for coursework and examinations completed in other programmes of the Universität Münster or other universities in Germany or the Netherlands.

(2) If recognition according to § 15 (1) is possible, the student can and, if they request it, must be allowed to enter the programme in a higher semester. This higher semester depends on the ratio of the credits achieved through recognition compared to the total number of credits achievable in the programme. If the ratio results in a decimal number, then a 4 or lower after the decimal point will lead to the lower semester and a 5 or higher to the higher semester.

(3) For recognition of coursework and examinations completed in state-recognized distance-learning study programmes, in distance learning units developed by the state of North Rhine- Westphalia together with the other German Länder or with the federal state, at state or state-recognized Berufsakademien (universities of cooperative education), in programmes at state or state-recognized universities in other countries or in a degree course for continuing education according to § 62 HG, § 15 (1) and (2) of these regulations apply accordingly.

(4) Substantial differences exist if a comparison of content, workload and level required for the study achievements completed reveals that they do not correspond to those required for the coursework and examinations they are to be recognised for. This comparison is not to be undertaken schematically but as an overall assessment. For coursework and examinations from universities in other countries, the equivalence agreements of the Kultusministerkonferenz (Standing Conference of the Ministers of Education and Cultural Affairs of the Federal Republic of Germany) as well as the Hochschulrektorenkonferenz (German Rectors' Conference) apply. In case of doubt concerning equivalence, the Zentralstelle für ausländisches Bildungswesen (Central Office for Foreign Education) may be consulted.

(5) Students who are allowed to enter the programme in a higher semester after a special placement examination will receive Leistungspunkte (credits) regarding both coursework and examinations for the knowledge and the skills they demonstrated in the placement examination. The Prüfungsausschuss (Examination Board) is legally bound by the assessments made in that examination.

(6) Upon providing substantiating documentation, the student may request recognition for up to half of the programme's degree-relevant examinations and required coursework for additional skills and qualifications obtained in ways other than academic study. Recognition of credit can only be granted on

the condition that the student's skills and knowledge are equivalent to the coursework and degree-relevant examinations they replace in terms of content and level.

(7) If external examinations are recognized, the grades may – if the grading systems are comparable – be included and form part of the final overall grade according to § 18 (1). In the case of non-comparable systems the remark “bestanden” (pass) will be entered. The recognition is indicated in the degree certificate. If a module grade cannot be calculated due to the recognition of examinations from a non-comparable grading system, then this module will be excluded from the calculation of the final overall grade.

(8) The student must provide the documents necessary for recognition. These documents have to include information on the skills and qualifications to be recognized. If coursework and examinations from degree programmes are to be recognized, the Examination Regulations including the module descriptions as well as the Transcript of Records or a similar document must usually be provided.

(9) The Examination Board is responsible for recognition and the placing in a higher semester. Before comparability or substantial difference can be determined, members of staff representing the subjects in question must be consulted.

(10) The student is to be informed about the decision on recognition within a four-week period after the application has been made and the required documents have been submitted. Any rejection must be justified.

§ 16

Compensation for Disadvantages

(1) If a student can demonstrate that, due to disability or chronic illness, they are partially or entirely unable to complete degree-relevant examinations or required coursework in their intended manner or by the deadlines set forth in these examination regulations, the examinations board must offer the student upon request suitable alternatives with respect to the form, duration and use of aids or assistants in accordance with the principles of equal opportunity. The same applies should these examination regulations stipulate certain requirements for participating in modules and completing their required coursework/degree-relevant examinations.

(2) At the student's request, the faculty representative for students with disabilities must be consulted with regard to decisions specified in § 16 (1). If consultation with a representative is not possible within the faculty, the University representative is to be consulted.

(3) Compensation for disadvantages is granted on a case-by-case basis in accordance with § 16 (1); students may be required to submit adequate documentation substantiating their chronic illness or disability. This includes, for example, medical certificates or, if applicable, a disability certificate (Behindertenausweis).

(4) The compensation for disadvantages as per § 16 (1) should extend to all required coursework and degree-relevant examinations administered during the student's course of study insofar as there is no change to their illness or disability.

(5) If due to maternity protection regulations, a female student cannot complete her required coursework or degree-relevant examinations in part or whole as prescribed, then § 16 (1) to (3) apply accordingly.

(6) From their second year on students with a disability are entitled to the extra facilities offered at the University of Twente, as described in section 7 of the Students' Charter.

§ 17

Passing the Bachelor's Examination, Retaking of Examinations

- (1) Candidates pass the bachelor's examination if, following § 7, § 9 and § 10 and the description of modules, all modules and the bachelor's thesis have been passed (minimum grade: 4,0 (University of Münster); 6 (UT)) (§ 18 (1)). 180 credit points have to be achieved by the candidate.
- (2) With exception of the bachelor thesis, students have two (UT) respectively three (University of Münster) attempts per course to pass an examination.
- (3) Course repetition in order to improve grades is not possible.
- (4) If an examination has not been passed after two (UT) respectively three (University of Münster) attempts (§ 17 (2)), the module has been failed.
- (5) In the case of failing a course within an elective module, students may choose to switch the course after their first or second attempt. In that case, § 17 (2) and (4) apply starting with the failed attempt.
- (6) Should the bachelor's thesis and its defence not be passed, students have a second attempt. For the second attempt, another topic must be chosen/issued. A third attempt is not possible. The thesis topic can only be replaced according to § 12 (7) in the second attempt if this possibility was not made use of in the first attempt.
- (7) In modules that are not provided by Faculty 06 at the University of Münster or the Faculty of Behavioural, Management and Social Sciences (BMS) at the UT, examination regulations of the other programme or faculty apply. Regulations concerning study and examination achievements and awarded credit points are stated within the module descriptions.
- (8) If the student has ultimately failed a mandatory module (University of Münster: Pflichtmodul, UT: Verplichte module) or the bachelor's thesis or if they have ultimately failed an elective mandatory module (University of Münster: Wahlpflichtmodul, UT: Keuzemodule) for which no other module can be passed instead, then the bachelor's examination is considered as ultimately failed.
- (9) If the bachelor's examination has been ultimately failed, the student receives a certificate that lists their gradings of coursework and required examinations. The student receives this certificate after presenting their exmatriculation. The certificate is signed and stamped according to § 19 (4).

§ 18

Grading of Examinations, Module Grades, and Calculation of Overall Grade

(1) The examiners determine the grades of single examinations and their components using their national grading system. This can be transferred to the other grading system by applying the following scheme:

German to Dutch	
1	9.5
1,3	9
1,7	8
2	7.5

2,3	7
2,7	6.5
3	6
3,3	6
3,7	6
4	6
Dutch to German	
10	1
9.5	1
9	1,3
8.5	1,3
8	1,7
7.5	2
7	2,3
6.5	2,7
6	3,3

Based upon distribution tables with 706 German results and 6119 Dutch results from the last academic years available, calculated in November 2014. The conversion was recently checked with new results in 2020. Grade conversion is based on best match (instead of Never higher or Never lower), i.e. the nearest by cumulative percentage of scores.

From Dutch to German with broken Dutch numbers:

Dutch grade	German grade	Definition
9.3-10	1	VERY GOOD
8.4-9.2	1,3	VERY GOOD
7.9-8.3	1,7	GOOD
7.6-7.8	2	GOOD
6.7-7.5	2,3	GOOD
6.4-6.6	2,7	SATISFACTORY
6.1-6.3	3	SATISFACTORY
5.9-6.0	3,3	SATISFACTORY
5.7-5.8	3,7	PASS
5.5-5.6	4	PASS

Diversification of grading at the University of Münster is possible by decreasing or increasing the grades by 0,3. The grades 0,7; 4,3; 4,7; 5,3 and 5,7 do not exist.

(2) Grades are weighted and rounded within the national systems:

- University of Münster: Decimal points after the first position are deleted without being rounded.
- UT: Grades will be rounded to the nearest half number, with the exception of 5.5 that will be rounded to 5 (lower than 5.50) or 6 (5.50 and higher).

(3) Results of written examinations are published in public lists at the faculties/institutes, or in the electronic administration system of the University of Münster or OSIRIS (UT), and can be accessed by students. Students are notified about their performance in the bachelor's thesis in written form. The date of the publication/information must be recorded. The list identifies students by their matriculation

number. Students who fail the third attempt according to § 17 (2) and (4) are informed individually. The notifications as defined by §18 (4) sentences 1 and 2 contain information on legal remedies.

(4) As an exception to the general rules for grade calculation, the following procedure applies to module M 1.6 – Free Electives: To successfully complete the module, students must pass at least one standard course and one reading course. In cases where more than two graded courses within the module are completed, resulting in more than 10 credits (EC), the module grade is calculated based on the “best-of” principle. First, it is verified whether the minimum requirement of one passed standard course and one passed reading course is met. If this is the case, the two graded courses with the best grades will be used to calculate the module grade. These two best grades may come from either two standard courses or two reading courses, provided that the minimum requirement has been fulfilled with additional passed courses.

§ 19

Bachelor’s Diploma

(1) After successful graduation, the candidate receives a bachelor’s diploma, stating the graduation and the degree according to § 3, and a diploma supplement with details of the candidate’s study achievements including the final grade.

(2) The diploma and supplement are dated from the day of the last required examination.

(3) The diploma and supplement are issued in English.

(4) The diploma is signed by the chair of the examination board and the two heads of faculty. It is stamped with the seals of the two faculties.

§ 20

Diploma Supplement and Transcript of Records

(1) In addition to the diploma, the successful candidate will receive a diploma supplement, including a transcript of records. The diploma supplement informs about the profile of the bachelor programme. It informs about the study programme, the courses and modules attended, the examinations taken, and the individual profile chosen.

(2) The diploma supplement also informs about the topic of the bachelor’s thesis, the grade of the bachelor’s thesis and defence and the duration of the bachelor’s studies.

(3) The diploma supplement is issued according to the recommendations given by the *Hochschulrektorenkonferenz* and according to the WHW section 7.11.

§ 21

Access to Examination Files

(1) After completing each degree-relevant examination, students can, upon request, gain access to their examination papers, the examiners’ assessments and examination minutes. As a rule, students are permitted to make copies or other faithful reproductions of their documents during the review of their examination files. Requests must be filed with the examinations board via the Examinations Office no later than two weeks after the results of the examination are announced. The Examinations Office stipulates the time and place of access on behalf of the examinations board. The same applies with regard to the bachelor’s thesis. § 29 VwVfG NRW remains unaffected.

(2) At the University of Twente (see article 4.9 of the Students' Charter) students have a right of justification of the results of the test and a right of inspection for a period of two years after the assessment.

§ 22

Absence, Withdrawal, Deception, Violation of Regulations

(1) A degree-relevant examination is considered a fail (University of Münster: 5,0, UT: 5 or lower, Fail or Not Accomplished) if the student, for no valid reason, does not appear at the examination on the designated date, or if they withdraw for no valid reason after beginning an examination. The same applies if a written degree-relevant examination or the bachelor's thesis is not completed within the allocated time limit. Examples of valid reasons include illness and leaves of absence afforded by the Federal Parental Benefit Act (*Bundeselterngehalt- und Elternzeitgesetz*), or nursing or caring for a spouse, a registered civil partner, a direct relative or a first-degree relative by marriage if such care or assistance is necessary.

(2) If the University of Münster prohibits a female student from pursuing academic study due to provisions of the Maternity Protection Act (*Mutterschutzgesetz*), the administration of examinations is also prohibited.

(3) The reasons for non-appearance or withdrawal according to § 22 (1) must be submitted immediately and substantiated to the examination board in written form. In the case of illness, the examinations board may request a medical certificate. If the reasons given are not accepted, the student is notified in writing. If the student does not receive written notification within a four-week period, then the reasons have been accepted.

(4) If the student withdraws on account of illness, yet there is sufficient reason to believe that the student was capable of taking the examination or that another form of proof would be more appropriate, the examinations board may request a medical certificate from a University-appointed physician (*Vertrauensarzt*) in accordance with § 63 (7) HG. With respect to § 22 (3) sentence 1, sufficient reasons exist e.g. if the student has failed to appear to more than four examinations or has withdrawn more than twice from the same examination due to illness in accordance with § 22 (1). The student is to be immediately notified of this decision and provided with the names of at least three physicians, designated by the University of Münster, from one of whom the student must obtain a medical certificate.

(5) If a student attempts to influence the outcome of a degree-relevant examination or the bachelor's thesis through dishonest means such as the use of unauthorised material or devices, the examination is regarded as not having been completed and is considered a fail (University of Münster: 5,0, UT: Fail). A student who disrupts an examination may, usually after a warning by the invigilator, be excluded from continuing that particular examination. In this case, the degree-relevant examination is not completed and is considered a fail (University of Münster: 5,0, UT: Fail). In serious cases, the examinations board may exclude the student from the bachelor's examination entirely, and the bachelor's examination has then been permanently failed. The reason(s) for exclusion must be put on record.

(6) Adverse decisions must be immediately disclosed to the student concerned in written form by the examinations board. The decision(s) must be justified and accompanied by information on the legal remedies available. Before a decision can be made, the student must be given the opportunity to state their case.

§ 23

Invalidity of Examinations

- (1) If a candidate's attempt of deception in a required examination or the bachelor's thesis becomes known after the diploma has been issued, the examination board can declare the bachelor's examination or single examinations invalid.
- (2) If the requirements for admission to a module, examination or the bachelor's thesis were not fulfilled and the candidate had no intention of acting dishonestly and if this fact becomes known after the grading of the candidate's examination or the issue of the diploma, there are no consequences for the candidate. If the candidate was wrongly admitted to an examination or the bachelor's thesis through intentional deception, the examination board decides upon legal consequences under consideration of the *Verwaltungsverfahrensgesetz für das Land Nordrhein-Westfalen* (Administrative Procedures Act for North Rhine-Westphalia) and WHW section 7.12. Application of the legal regulations depends on
- Supervision of bachelor thesis: the university of the first supervisor
 - Required examinations: the university at which the examination took place.
- (3) The candidate must be heard before a decision is reached by the examination board.
- (4) An incorrect diploma is confiscated and, if applicable, replaced. A decision according to § 23 (1) and (2) is excluded after a period of five years after the issue date of the diploma.

§ 24

Revocation of Bachelor's Degree

The bachelor's degree can be revoked if a deception or the lack of essential requirements for awarding the bachelor's degree becomes known. The revocation requires a common decision of the legal entities (examination board) of Münster University, Faculty 06 and Twente University, *Faculty of Behavioural, Management and Social Sciences (BMS)*. § 23 applies.

§ 25

Coming into Force and Publication

- (1) The Examination Regulations will become valid the day after their publication in the official announcements of both universities (University of Münster: Amtliche Bekanntmachungen; UT: officiële mededelingen). The regulations apply to all students who enrol in the Bachelor programme "Politics and Public Policy" from the winter term 2026/2027 onwards.
- (2) Students who were enrolled before the winter semester 2026/2027 in the Joint Bachelor's Degree Programme "Public Governance across Borders" can, upon application, switch to the area of application of the examination regulations at hand. The application must be submitted to the examination office. The application is irrevocable. Coursework and examinations already completed, including failed attempts, will be taken over when changing to these examination regulations if and to the extent that the achievements correspond to one another.
- (3) Studies according to the examination regulations of in the Joint Bachelor's Degree Programme "Public Governance across Borders" from 30 May 2023 can be completed for the last time in the winter semester 2029/2030. Students who have not successfully completed their studies by this time will be transferred to the scope of the examination regulations at hand. Study and examination achievements that have already been completed, including failed attempts, will be transferred to the examination regulations at hand if and to the extent that the achievements correspond to one another.

(4) Study and examination achievements according to the examination regulations of the Joint Bachelor's Degree Programme "Public Governance across Borders" from 30 May 2023, including repeat examinations and examination achievements after a failure or withdrawal, can be taken for the last time on March 31, 2030 (cut-off date).

(5) A topic for the bachelor's thesis in the first or second attempt according to the examination regulations of the Joint Bachelor's Degree Programme "Public Governance across Borders" from 30 May 2023 will be issued for the last time on October 31, 2029 (cut-off date).

(6) If a student fails to meet one of the deadlines specified in paragraphs 4 and 5, whether through their own fault or not, an application for reinstatement is excluded.

(7) The examination regulations of in the Joint Bachelor's Degree Programme "Public Governance across Borders" from November, 30, 2015 and May, 23, 2017 (AB Uni [...]) as well as the according amendment regulations cease to apply as of the winter semester 2025/26.

Issued following the resolution of the faculty board of Faculty 06 of the Universität on October 22, 2025 and the University Dean of Educational Innovation on behalf of the Head of Faculty of the *Faculty of Behavioural, Management and Social Sciences (BMS)* of the Universiteit Twente on June 18, 2025. The above Examination Regulations enter into force following their publication in the Amtliche Bekanntmachungen (Official Announcements – AB Uni) of the University of Münster

Please note that in accordance with § 12 (5) of the Higher Education Act of the State of North Rhine-Westphalia (HG NRW) violations of formal or procedural regulation as put forth by regulatory laws of the Higher Education Act or other legal provisions pertaining to university autonomy may no longer be claimed within one year after this announcement, unless

1. the regulations were not properly announced,
2. the Rectorate previously raised an objection to the resolution passed by the deciding committee,
3. the University received a previous reprimand for the formal or procedural defect, and was informed of the violated legal provision and the fact that resulted in the defect,
4. the legal consequence of exclusion resulting from such reprimand was not included in the public announcement of the regulations.

Münster, 26.11.2025

Rector

Prof. Dr. Johannes W e s s e l s

Appendix I: Glossary*German*

Dekan
 Fachbereich
 Fachbereichsrat
 Leistungspunkt (LP)
 Modulteilprüfung
 Modulabschlussprüfung
 Pflichtmodul
 Prüfungsamt
 Prüfungsausschuss
 Prüfungsleistung
 Studienleistung
 Wahlpflichtmodul

English

Head of Faculty
Faculty
faculty board
credit (EC)
module course examination
final module examination
mandatory module
Examinations Office
examination board
required examination
Coursework
elective mandatory module

Dutch

Decaan
 Faculteit
 Faculteitsraad
 Studiepunt (SP)
 Modulecomponent tentamen
 Examen
 Verplichte module
 Bureau Ondervijzaken
 Examencommissie
 Verplicht examen
 Exmaneonderdeel
 Keuzemodule

Appendix II: Module descriptions

Degree programme	BSc. Politics and Public Policy
Module title	Politics and Public Policy
Module number	M 1.1

1	Basic data	
Programme semester	1	
Credits (LP)	10	
Total workload (h)	280	
Module duration	1 semester	
Module status (M/E)	M	

2	Profile	
Aim of the module / Integration in the curriculum		
<p>The module serves as an introduction to the programme and consists of two interrelated parts. The first part is an introductory lecture (“Introduction to Politics and Public Policy”) focusing on the general outline, structure and topic of the overall bachelor programme. The second part is a course (“Challenges to Politics and Public Policy”) that runs in parallel to the lecture and deepens the topics addressed in the lecture by focusing on specific challenges of public policy and the political conflicts that go along with them.</p>		
Teaching content		
<p>Students will be introduced to the interdisciplinary field of politics and public policy, e.g. actors, approaches, structures, problems and leading questions in state-of-the-art public policy research. By means of selected cases, topics and questions, students will be enabled to address and to work on exemplary challenges that are derived from state-of-the-art research on politics and public policy, such as migration or the climate crisis, and reflect upon the political conflict dimension interacting with these challenges (e.g. populism, political polarization).</p>		
Learning outcomes		
<p>Students are able to identify contemporary and multi-disciplinary questions of state-of-the-art public policy research and are able to discuss and reflect these questions. The module will also make students familiar with the ethics of scientific work and teach them skills required for their study, such as research, presenting and writing course work. Furthermore, students will be asked to not only work independently, but also in teams to bolster their team competences.</p>		

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Introduction to Politics and Public Policy	M	30/2	110
2	seminar		Challenges to Politics and Public Policy	M	30/2	110
Elective options within the module:						
None						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course No. 1	50 %
2	CE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course No. 2	50 %
Weight of the module grade for the final overall grade			10/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
1		Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).	1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 1	
2		Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).	1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 2	

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
Required coursework (and self-study)	RC no. 1	2 credits
	RC no. 2	2 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	2 credits
Total credits		10 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. 		

- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6	Requirements	
Module-related requirements for participation	None	
Rules on course attendance	Attendance is highly recommended.	

7	Module administration		
Frequency	Every winter term		
Module representative/faculty	Dr. Veronica Junjan Prof. Dr. Oliver Treib	UT University of Münster	

8	Mobility/Recognition		
Usability in other degree programmes	The module is exclusively designed for the bachelor programme “Politics and Public Policy”.		
Language(s) of instruction for the module	German		
Module title in English	Politics and Public Policy		
English translation of the module components listed in field 3	Course no. 1: Introduction to Politics and Public Policy		
	Course no. 2: Challenges to Politics and Public Policy		

9	Miscellaneous		

Degree programme	BSc. Politics and Public Policy
Module title	European and Global Governance (University of Münster)
Module number	M 1.2

1	Basic data
Programme semester	1 and 2
Credits (LP)	10
Total workload (h)	280
Module duration	2 semesters
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
Based on the crossing-borders aspect of the overall study programme, module 1.2 serves as an introduction to European and Global Governance. It is made up of two introductory lectures: While the first lecture within the first semester primarily deals with the process of European Integration, the follow-up lecture (+tutorial) in the second semester focuses on the broader field of International Relations.	
Teaching content	
As the European Union profoundly shapes the ways politics and democracy work in Europe, it is an important actor not only on the global stage but also in the field of public governance. The focal point of the lecture is especially on the dynamics of the integration process, the institutional structure of the European Union subsequent to the Lisbon Treaty, the transformation of European Governance and the relationship between the EU and its member states. Moreover, the lecture addresses various theoretical approaches for the description of processes of governance within the system of European multi-level governance and illustrates the challenges of a democratic legitimacy of European politics. At the same time, theoretical approaches to International Relations are introduced. The concept of 'actor' includes governmental as well as non-governmental actors. 'Structures' contain elements such as balance of power, anarchy, hegemony or interdependence. The most important processes are war and peace, globalisation, development, institutionalization, and cooperation. Focus on processes allows addressing contemporary and recent developments in world politics.	
Learning outcomes	
Students gain comprehensive knowledge of the main theoretical approaches of European Integration and International Relations and are enabled to reflect on, apply and discuss these approaches critically. As they acquire knowledge of the main actors, structures and processes in the field of European Integration and International Politics, students are able to bring single events and phenomena into relation to larger European and Global Governance contexts. Moreover, they can analyse and discuss them from different theoretical perspectives.	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Introduction to European Integration	M	30/2	110
2	lecture		Introduction to International Relations	M	30/2	26

3	seminar		Tutorial to Introduction to International Relations	M	30/2	54
Elective options within the module:						
None						

4	Examination structure					
Degree-relevant examination(s)						
No.	FME/CE	Type	Duration/Scope	Connection to course no. (if applicable)	Weight in module grade	
1	CE	Written examination	90 min	Course no. 1	50%	
2	CE	Written examination	90 min	Course no. 2	50%	
Weight of the module grade for the final overall grade			10/180			
Required coursework						
No.	Type			Duration/Scope	Connection to course no. (if applicable)	
1	Lecturers may request preparatory reading of relevant texts.			1 h/week	Course no. 1	
2	Lecturers may request preparatory reading of relevant texts.			1 h/week	Course no. 2	
3	Tutors may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Tutors may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).			1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 3	

5	Allocation of workload	
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	1 credit
	RC no. 3	1 credit
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	2 credits
Total credits		10 credits

The workload of the module is represented in credits (LP). Please note the following:

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.
- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6	Requirements	
Module-related requirements for participation	None	
Rules on course attendance	Regular attendance is highly recommended.	

7	Module administration	
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Frequency	Every winter term	
Module representative/faculty	PD Dr. Matthias Freise	University of Münster

8	Mobility/Recognition	
Usability in other degree programmes	The module consists of courses designed for all bachelor programmes at the Institute of Political Science.	
Language(s) of instruction for the module	German	
Module title in English	European and Global Governance (University of Münster)	
English translation of the module components listed in field 3	Course no. 1: Introduction to European Integration	
	Course no. 2: Introduction to International Relations	
	Course no. 3: Tutorial to Introduction to International Relations	

9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	Political Systems in Comparative Perspective (University of Münster)
Module number	M 1.3

1	Basic data
Programme semester	1 and 2
Credits (LP)	10
Total workload (h)	280
Module duration	2 semesters
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
<p>This module, which primarily focuses on the comparative polity- and policy-dimensions of political systems in the context of current local, regional, national, European and global, social, political and economic developments and challenges, is composed of two lectures (with tutorials for each of the lectures): an introduction to the study of political systems within the first semester, and a follow-up introduction to the field of Comparative Politics in the second semester.</p>	
Teaching content	
<p>Taking the example of the political system of the Federal Republic of Germany, the lecture focusses on the polity and policy-dimensions of the system with due regard to current social, political and economic developments and challenges not only at the local, regional and national, but also at the European and global level. The core lecture conveys a comprehensive overview of development, theories, central approaches, topics, problems and methodological questions of comparative politics. Comparison is considered to be among the most important methods of political science. Comparative politics as a sub discipline of political science is approached by differentiating it into comparative government, comparative public policy, comparative welfare state research, and comparative political economy with political systems as one of the main points of reference.</p>	
Learning outcomes	
<p>The students are enabled to apply acquired knowledge of the main actors, approaches, structures, problems and leading questions in state-of-the-art political system research and comparative politics. Furthermore, they gain various theoretical and methodological skills of comparison by applying comparative approaches to political systems, policy areas, topics and questions. They are able to recognize differences in systems of government, governance and arrangements, political economies and welfare regimes in order to discuss disadvantages and advantages they are able to understand and critically reflect texts on selected (theoretical as well as empirical) aspects of political system research and comparative politics. Within the tutorials, students acquire further reading, communication, presentation and working skills as well as social competences.</p>	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Introduction to Political Systems	M	30/2	26
2	seminar		Tutorial to Political Systems	M	30/2	54
3	lecture		Introduction to Comparative Politics	M	30/2	26

4	seminar		Tutorial to Comparative Politics	M	30/2	54
Elective options within the module:						
None						

4	Examination structure				
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	The lecturer chooses between a written test (T), a paper or several essays (P).	90 min. (T) / 4,500 words (P)	Course no. 1	50%
2	CE	The lecturer chooses between a written test (T), a paper or several essays (P).	90 min. (T) / 4,500 words (P)	Course no. 3	50%
Weight of the module grade for the final overall grade			10/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
1	Lecturers may request preparatory reading of relevant texts.		1 h/week	Course no. 1	
2	Tutors may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Tutors may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 2	
3	Lecturers may request preparatory reading of relevant texts.		1 h/week	Course no. 3	
4	Tutors may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Tutors may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 4	

5	Allocation of workload	
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	1 credit
	RC no. 3	1 credit
	RC no. 4	1 credit
Degree-relevant examinations (and self-study)	D-RE no. 1	1 credit
	D-RE no. 3	1 credit
Total credits		10 credits

The workload of the module is represented in credits (LP). Please note the following:

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.

- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6 Requirements	
Module-related requirements for participation	None
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Every winter semester	
Module representative/faculty	Prof. Dr. Norbert Kersting Prof. Dr. Antje Vetterlein	University of Münster University of Münster

8 Mobility/Recognition	
Usability in other degree programmes	The module consists of courses designed for all bachelor programmes at the Institute of Political Science.
Language(s) of instruction for the module	German
Module title in English	Political Systems in Comparative Perspective (University of Münster)
English translation of the module components listed in field 3	Course no. 1: Introduction to Political Systems
	Course no. 2: Tutorial to Political Systems
	Course no. 3: Introduction to Comparative Politics
	Course no. 4: Tutorial to Comparative Politics

9 Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	Public Law (University of Münster)
Module number	M 1.4

1	Basic data
Programme semester	1 and 2
Credits (LP)	10
Total workload (h)	280
Module duration	2 semesters
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
Module 1.4 serves as an introduction into the field of public law by reference to the exemplary sub-disciplines of constitutional and European public law. While the first lecture primarily focuses on the legal foundations of states and the internal structure of constitutional objectives (semester 1), the follow-up lecture puts a strong emphasis on the European level and its institutions, organization, structure and competences as the bases of political administrative action (semester 2)	
Teaching content	
This lecture gives a broad overview of the subfield of Constitutional Law. Essential concepts and basic principles of constitutional law, its institutions, sources of law and the relationship to European law are addressed and illustrated. A special emphasis is laid on the state structure and its government bodies, their interrelations and the legislative power. Moreover, it deals with the fundamental legal relations between the state and its citizens. By means of selected precedents fundamental rights are analysed and discussed. On this basis, the second part of the module puts a stronger emphasis on the European level of Public Law, addressing the main European institutions, their organisation, structure and competences as the bases of political-administrative action. The application of fundamental concepts and principles of European Public Law as well as the effect of European Union law on and its consequences for national constitutional law are further core aspects of the lecture.	
Learning outcomes	
The module enables students to grasp the interfaces between public law and other disciplines of public governance (e.g. public policy, public management, public administration) and to utilise the expertise in public law for professional or academic career. Moreover, students learn to recognise the constitutional safeguards of fundamental rights and freedoms on national and European level. Students familiarise themselves with the different areas of constitutional law as well as European Public law. The module qualifies students to discern basic conditions of laws and administrative action and to critically assess the effectiveness of administrative requirements at national and European level.	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Constitutional Law	M	30/2	110
2	lecture		European Law	M	30/2	110
Elective options within the module:						

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4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Written examination	90 min	Course no. 1	50%
2	CE	Written examination	90 min	Course no. 2	50%
Weight of the module grade for the final overall grade			10/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
1	Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 1	
2	Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 2	

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
Required coursework (and self-study)	RC no. 1	2 credits
	RC no. 2	2 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 1	2 credits
Total credits		10 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	None
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration	
Frequency	Every winter semester

Module representative/faculty	Prof. Dr. Thomas Dietz	University of Münster
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8	Mobility/Recognition	
Usability in other degree programmes	None	
Language(s) of instruction for the module	German	
Module title in English	Public Law (University of Münster)	
English translation of the module components listed in field 3	Course no. 1: Constitutional Law	
	Course no. 2: European Law	

9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	Methods (University of Münster)
Module number	M 1.5

1	Basic data
Programme semester	1 and 2
Credits (LP)	10
Total workload (h)	280
Module duration	2 semesters
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
<p>This core module introduces the solid learning line in research methods and statistics that is a red thread throughout the whole study programme. Research methods and statistics are approached from a general social sciences framework, providing overarching building blocks to analyse the interdisciplinary questions that lie at the heart of public governance across borders. Module 1.5 provides an introductory lecture on qualitative and quantitative methods within the first semester and an introduction to statistics including practical training within tutorials in the second semester.</p>	
Teaching content	
<p>Within the overall methodological training at the Institute of Political Science, the lecture serves two means. It contains an important introduction into the standards and ethics of scientific work and makes students familiar with different types of examinations and coursework. It thus hands them the tools (e.g. writing and presentation skills) necessary for their further study. The lecture then focuses on basic concepts and the history and development of empirical research in Social Sciences. Next to the theoretical framework of the research process, the methodological principles of the quantitative and qualitative paradigms are introduced and compared. The course also offers an overview on methods of data acquisition. Thereby, it concentrates on qualitative empirical research and discusses quality criteria and artefacts. Statistical training during the first year focuses on quantitative basics of empirical social research. Content of the course are theory of statistical questions, approaches to statistics, basic concepts of statistics, univariate and bivariate distributions, measures of location, measures of dispersion, coefficients of concentration, and nominal, ordinal and metric measures of concentration.</p>	
Learning outcomes	
<p>Students gain broad insights into the basic concepts, history and development of empirical research in Social Sciences and are enabled to apply acquired knowledge of the fundamental methodological principles of quantitative and qualitative research as well as of the basic concepts, approaches and questions of statistics. Furthermore, they are able to develop, under supervision, social scientific research questions and corresponding research designs and to apply exemplary methods of qualitative and quantitative research including the interpretation and evaluation of research results. Students are enabled to read and interpret statistical data. students can organise statistical tests and interpret complex statistical procedures. Finally, students are acquainted with analysing secondary data.</p>	

3	Structure				
Module components					
No.			Course	Status	Workload (h)

	Course category	Course type		(M/E)	Attendance time (h)/SWS	Self-study (h)
1	lecture		Methods	M	30/2	110
2	lecture		Statistics	M	30/2	26
3	seminar		Tutorial to Statistics	M	30/2	54
Elective options within the module:						
None						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course no. 1	50%
2	CE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course no. 2	50%
Weight of the module grade for the final overall grade			10/180		
Required coursework					
No.	Type			Duration/ Scope	Connection to course no. (if applicable)
1	Lecturers may request preparatory reading of relevant texts.			1 h/week	Course no. 1
2	Lecturers may request preparatory reading of relevant texts.			1 h/week	Course no. 2
3	Tutors may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Tutors may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).			1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 3

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	1 credit
	RC no. 3	1 credit
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	2 credits
Total credits		10 credits
The workload of the module is represented in credits (LP). Please note the following:		

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.
- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6 Requirements	
Module-related requirements for participation	None
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Every winter semester	
Module representative/faculty	Prof. Dr. Oliver Treib	University of Münster

8 Mobility/Recognition	
Usability in other degree programmes	The module consists of courses designed for all bachelor programmes at the Institute of Political Science.
Language(s) of instruction for the module	German
Module title in English	Methods (University of Münster)
English translation of the module components listed in field 3	Course no. 1: Methods
	Course no. 2: Statistics
	Course no. 3: Tutorial

9 Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	Free Electives (University of Münster)
Module number	M 1.6

1	Basic data
Programme semester	2
Credits (LP)	10
Total workload (h)	280
Module duration	1 semester
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
<p>Module 1.6 aims at giving students the opportunity for specialization and to deepen, enhance and apply the previously acquired knowledge in the context of specific topics, questions and problems of public policy of their interest, such as the current and future societal challenges on local, national, European and global level, the role and development of public and private actors or the nexus between citizens, civil society, politics and administration.</p>	
Teaching content	
<p>Standard courses introduce specific research areas of political science and other disciplines linked to the interdisciplinary field of public policy (i.e. public policy, public management, public administration, public law, sociology and economics). They give a profound overview on contemporary and classic questions and challenges of their specific research area. Thereby, they build on knowledge acquired within the core modules in the running first and second semester. Standard courses encourage and indeed require students to look into concepts, issues and methods of political science and other disciplines linked to public governance more deeply. Finally, within these courses, selected contemporary developments are methodologically and theoretically analysed and discussed.</p>	
Learning outcomes	
<p>Students are able to discuss and to deal with contemporary questions and challenges in political science and other disciplines linked to the interdisciplinary field of public policy as well as to apply related theories and methods. Thus, students get familiar with analysis in social science and learn to reflect critically on questions of political science and other public policy related disciplines. Furthermore, students are enabled to follow personal interest and to develop and set their own thematic priorities within the study of public governance across borders. They are able to independently develop and explore research questions within the selected field of study. Moreover, students are enabled to both methodologically and theoretically analyse and discuss selected contemporary developments within public policy related fields of study.</p>	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	course		Standard Course	M	30/2	110
2	course		Reading Course	M	30/2	110
Elective options within the module:						

Regarding its three main and longstanding research areas, “Governance”, “Civil Society and Democracy” and “Regionalization and Globalization”, the Institute of Political Science offers a great number of public governance related standard and reading courses in German and English which students can choose freely from. Within this module, students can – in consultation with their study advisor in Münster– freely choose from standard and reading courses offered by the Institute of Political Science. Thus, they can focus on courses that fit to the overall outline of their bachelor programme and that meet their individual interests. Both (1) a coherent connection between the free electives and the core courses within the first year as well as (2) a content-related and conceptual linkage of the Universität Münster electives to the courses within the second and third year in Twente is guaranteed through close and regular coordination between the Universität Münster and UT programme directors. Students have to choose one standard course and one reading course. These different course types aim at conveying different important skills and a mixture of both is therefore sensible and made obligatory.

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	MCE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course no. 1	50%
2	MCE	The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.	90 min. (T) / 4,500 words (P)	Course no. 2	50%
Weight of the module grade for the final overall grade			10/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
1	Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 1	
2	Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course no. 2	

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
Required coursework (and self-study)	RC no. 1	2 credits
	RC no. 2	2 credits

Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	2 credits
Total credits		10 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6	Requirements	
Module-related requirements for participation	None	
Rules on course attendance	Regular attendance is highly recommended.	

7	Module administration	
Frequency	Every semester	
Module representative/faculty	PD Dr. Matthias Freise	University of Münster

8	Mobility/Recognition	
Usability in other degree programmes	The module is designed for all bachelor programmes at the Institute of Political Science.	
Language(s) of instruction for the module	German	
Module title in English	Free Electives (University of Münster)	
English translation of the module components listed in field 3	Course no. 1: Standard Course	
	Course no. 2: Reading Course	

9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	International Challenges (UT)
Module number	M 2.1

1	Basic data
Programme semester	Second year first quarter (first half of semester 3)
Credits (LP)	15
Total workload (h)	420
Module duration	10 weeks
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
This module lets students study problem analysis and policy design in an international context.	
Teaching content	
This module studies the first half of the Twente Policy Design Cycle (TPDC), a Public Administration approach combining design and the policy cycle. We concentrate on challenges that are inherently international. Public administrators are problem solvers, but problems are rarely clear-cut. Instead, they are often “wicked”: complex, contested, and evolving. Understanding the nature of such problems is a critical skill in the public sector. Analyse problems and try to find solutions for them in international collaboration such as the UN or Europe, is a first step.	
Learning outcomes	
<ol style="list-style-type: none"> 1. Students understand the policy design cycle and can explain the use for it in Public Administration. 2. Students can use the first two phases of the policy design cycle, analysis of problems and design of solutions, to describe and analyse international challenges. 3. Students can describe and explain the different layers of competences, functions, and decision-making processes of institutions in an international context. 4. Students can use comparison theories to compare different approaches in international settings. 5. Students develop academic soft skills, more particularly to: (i) work in project teams on wicked international challenges and (ii) to write a report that described their analysis and solutions in a logic and consistent way. 	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		International Challenges	M	28	84
2	lecture		Analysis and Solutions for Wicked Problems	M	21	63
3	lecture		Comparative Methods I	M	21	63
4	seminar		Project: Find International Solutions	M	35	105
Elective options within the module:						
None						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Test	180 min	1	27%
2	CE	Test and assignment	Test (75%): 180 min; Ass. (25%): 2,000 words	2	20%
3	CE	Test and assignment	Test (70%): 180 min; Ass. (30%): 1,500 words	3	20%
4	CE	Assignments	Ass. 1 (75%): 7,500 words; Ass. 2 (10%): 600 words; Ass. 3 (15%): Presentation	4	33%
Weight of the module grade for the final overall grade			15/180		
Required coursework					
No.	Type			Duration/ Scope	Connection to course no. (if applicable)

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	1 credit
	RC no. 3	2 credits
	RC no. 4	3 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	1 credit
	D-RE no. 2	1 credit
	D-RE no. 3	1 credit
	D-RE no. 4	1 credit
Total credits		15 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	At least 45 EC of first year modules finished
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Once, Start September	
Module representative/faculty	Dr. Shawn Donnelly	UT

8	Mobility/Recognition	
Usability in other degree programmes	This module is also available as minor module for other (esp. social sciences) programmes.	
Language(s) of instruction for the module	English	
Module title in English	International Challenges (UT)	
English translation of the module components listed in field 3	Course no. 1: International Challenges	
	Course no. 2: Analysis and Solutions for Wicked Problems	
	Course no. 3: Comparative Methods I	
	Course no. 4: Project: Find International Solutions	

9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	International Decisions (UT)
Module number	M 2.2

1	Basic data
Programme semester	Second year second quarter (second half of semester 3)
Credits (LP)	15
Total workload (h)	420
Module duration	10 weeks
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
This module concentrates on decision-making and implementation of policies in an international context.	
Teaching content	
This module studies the second half of the Twente Policy Design Cycle (TPDC), a Public Administration approach combining design and the policy cycle. We concentrate on challenges that are inherently international. Public administrators are creators of policy to find solutions for the wicked problems, but how to decide which policy is the best? And how to implement it in the right way? Being able to come to decisions in international bodies while coping with uncertainty is a critical skill in the public sector. Being able, once decided, how to implement policies is another all important part of becoming a professional in the public sector.	
Learning outcomes	
<ol style="list-style-type: none"> 1. Students can use the last two phases of the policy design cycle, decision-making and implementation of policies, and use these on international challenges. 2. Students understand the processes of international decision-making, including lobbying, the political context and the forming of coalitions. 3. Students can use comparison theories, e.g. to see why different stakeholders can come to different outcomes in international settings. 4. Students develop academic soft skills necessary for international decision-making, such as negotiations and the building of coalitions. 	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Deciding in International Institutions	M	28	84
2	lecture		Theory of International Policy Making	M	21	63
3	lecture		Comparative Methods II	M	21	63
4	project		Project: Implement and Evaluate International Solutions	M	35	105
Elective options within the module:						
None						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Test	180 min	1	27%
2	CE	Test	180 min	2	20%
3	CE	Test and assignment	Test (70%): 180 min; Ass. (30%): 2,000 words	3	20%
4	CE	Assignments	Ass. 1 (25%): 3,000 words; Ass. 2 (65%): 7,000 words; Ass. 3 (10%): Presentation	4	33%
Weight of the module grade for the final overall grade			15/180		
Required coursework					
No.	Type			Duration/ Scope	Connection to course no. (if applicable)

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
Required coursework (and self- study)	RC no. 1	1 credit
	RC no. 2	2 credits
	RC no. 3	1 credit
	RC no. 4	3 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	1 credit
	D-RE no. 2	1 credit
	D-RE no. 3	1 credit
	D-RE no. 4	1 credit
Total credits		15 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	None
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Once, Start November	
Module representative/faculty	Dr. Veronica Junjan	UT

8	Mobility/Recognition	
Usability in other degree programmes	This module is also available as minor module for other (esp. social sciences) programmes.	
Language(s) of instruction for the module	English	
Module title in English	International Decisions (UT)	
English translation of the module components listed in field 3	Course no. 1: Deciding in International Institutions	
	Course no. 2: Theory of International Policy Making	
	Course no. 3: Comparative Methods II	
	Course no. 4: Project: Implement and Evaluate International Solutions	
9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	Regional and Cross-Border Challenges(UT)
Module number	M 2.3

1	Basic data
Programme semester	Second year third quarter (first half of semester 4)
Credits (LP)	15
Total workload (h)	420
Module duration	10 weeks
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
This module lets students study advanced problem analysis and policy design in a regional and cross border context.	
Teaching content	
This module deepens the knowledge of the first half of the Twente Policy Design Cycle (TPDC), a Public Administration approach combining design and the policy cycle. We concentrate on challenges that are cross-border and in regions. Public administrators are problem solvers, but problems are rarely clear-cut. Instead, they are often “wicked”: complex, contested, and evolving. Especially in cross-border area’s the number of complications is growing. Think of draughts, different idea’s about nudging with financial incentives or try to work cross-border.	
Learning outcomes	
<ol style="list-style-type: none"> 1. Students can work with the policy design cycle for analysis of problems and designs of solutions, especially in a cross-border environment. 2. Students can use design skills to come in a systematic way to design of solution for especially cross-border challenges. 3. Students develop academic soft skills, more particularly to use a systematic approach to come to analysis of wicked problems. 	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Regional and Cross-Border Challenges	M	28	84
2	lecture		Analysis and Solutions for Regional Problems	M	21	63
3	lecture		Design Science Skills I	M	21	63
4	seminar		Project: Find Cross-Border Solutions	M	35	105
Elective options within the module:						
None						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Test	180 min	1	27%
2	CE	Test and assignment	Test (75%): 180 min; Ass. (25%): 2,000 words	2	20%
3	CE	Test and assignment	Test (70%): 180 min.; Ass. (30%): 1,500 words	3	20%
4	CE	Assignments	Ass. 1 (75%): 7,500 words; Ass. 2 (10%): 600 words; Ass. 3 (15%): Presentation	4	33%
Weight of the module grade for the final overall grade			15/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	1 credit
	RC no. 3	2 credits
	RC no. 4	3 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	1 credit
	D-RE no. 2	1 credit
	D-RE no. 3	1 credit
	D-RE no. 4	1 credit
Total credits		15 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	None
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Once, Start February	
Module representative/faculty	Dr. Veronica Junjan	UT

8	Mobility/Recognition
Usability in other degree programmes	This module is also available as minor module for other (esp. social sciences) programmes.
Language(s) of instruction for the module	English
Module title in English	Regional and Cross-Border Challenges (UT)
English translation of the module components listed in field 3	Course no. 1: Regional and Cross-Border Challenges
	Course no. 2: Analysis and Solutions for Regional Problems
	Course no. 3: Design Science Skills I
	Course no. 4: Project: Find Cross-Border Solutions
9	Miscellaneous

Degree programme	BSc. Politics and Public Policy
Module title	Multilevel Governance (UT)
Module number	M 2.4

1	Basic data
Programme semester	Second year fourth quarter (second half of semester 4)
Credits (LP)	15
Total workload (h)	420
Module duration	10 weeks
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
The module concentrates on implementation and evaluation of cross-border policies.	
Teaching content	
This module deepens the knowledge of the second half of the Twente Policy Design Cycle (TPDC), a Public Administration approach combining design and the policy cycle. We concentrate on challenges that are cross-border. Public administrators are implementors of policies to find solutions for the wicked problems, but how to make sure they work? Not only implementing, but also evaluating policies makes sure we keep on improving our solutions.	
Learning outcomes	
<ol style="list-style-type: none"> 1. Students can work with the last two phases of the policy design cycle, decision-making and implementation of policies, and use these on cross-border challenges. 2. Students can collaborate with different stakeholders to improve their implementation. 3. Students can evaluate standing policies in a cross-border environment. 4. Students are able to fulfil an ex-ante evaluation of a proposed policy or implementation process. 5. Students can improve their designs as a reaction of evaluations. 	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		Multilevel Governance	M	28	84
2	lecture		International Evaluations	M	21	63
3	lecture		Design Science Skills II	M	21	63
4	project		Project: Implement and Evaluate Cross-Border Solutions	M	35	105
Elective options within the module:						
None						

4	Examination structure
Degree-relevant examination(s)	

No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Test	180 min	1	27%
2	CE	Assignment	5,000 words	2	20%
3	CE	Test and assignment	Test (70%): 180 min; Ass. (30%): 2,000 words	3	20%
4	CE	Assignments	Ass. 1 (25%): 3,000 words Ass. 2 (65%): 7,000 words Ass. 3 (10%): Presentation	4	33%
Weight of the module grade for the final overall grade			15/180		
Required coursework					
No.	Type	Duration/ Scope		Connection to course no. (if applicable)	

5	Allocation of workload	
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
Required coursework (and self-study)	RC no. 1	1 credit
	RC no. 2	2 credits
	RC no. 3	1 credit
	RC no. 4	3 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	1 credit
	D-RE no. 2	1 credit
	D-RE no. 3	1 credit
	D-RE no. 4	1 credit
Total credits		15 credits

The workload of the module is represented in credits (LP). Please note the following:

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.
- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6	Requirements	
Module-related requirements for participation	None	
Rules on course attendance	Regular attendance is highly recommended.	

7	Module administration		
Frequency	Once, Start April		
Module representative/faculty	Dr. Veronica Junjan	UT	

8	Mobility/Recognition	
Usability in other degree programmes	This module is also available as minor module for other (esp. social sciences) programmes.	

Language(s) of instruction for the module	English
Module title in English	Multilevel Governance (UT)
English translation of the module components listed in field 3	Course no. 1: Multilevel Governance
	Course no. 2: International Evaluations
	Course no. 3: Design Science Skills II
	Course no. 4: Project: Implement and Evaluate Cross-Border Solutions

9	Miscellaneous

Degree programme	BSc. Politics and Public Policy
Module title	Free Electives (UT) + Internship (UT)
Module number	M 3.1a+M 3.2a

1	Basic data
Programme semester	5
Credits (LP)	30
Total workload (h)	840
Module duration	10 weeks
Module status (M/E)	Elective

2	Profile
Aim of the module / Integration in the curriculum	
Free Elective Module	
<p>This module provides students with the possibility to choose modules at Twente University that are not part of the “Politics and Public Policy” programme. These modules are meant to broaden the students’ academic horizon. They give them an idea how their study of social, economic and legal studies and their acquired knowledge and skills may be combined with seemingly alien scientific fields, such as engineering or natural sciences. The free elective modules provide students with the possibility to develop their personal profile and actively shape their own educational and academic path. For that reason, it also gives students the greatest possible freedom in their choice of modules.</p>	
Internship	
<p>Students are given the opportunity to complement their studies and theoretical knowledge with professional on-the-job experiences within an internship of minimum 15 weeks. The transfer from the system of higher education into the labour market and into a profession is thus facilitated. The internship will take place in occupational fields relevant to a (European) Public Administration programme, like for instance administration, associations, political parties, international organisations, development cooperation, corporations, media, research facilities, foundations etc. The independent search for and establishing contact with a respective placement are part of the requirements of the module. The internship is supervised by a lecturer of the University of Twente. The University of Twente may arrange a specific seminar in which all internships of a semester are supervised.</p>	
Teaching content	
<p>The course content in the Free elective module depends on the chosen subject area. The seminars give an idea how the studying of social, economic and legal studies and their acquired knowledge and skills may be combined with seemingly alien scientific fields, such as engineering or natural sciences. In the internship, students gain insights into the variety of everyday work of social scientists.</p>	
Learning outcomes	
<p>Students learn to know and understand disciplinary logics different to those of their own programme. Thus they are able to approach complex problems from an interdisciplinary perspective and come to more coherent and exhaustive solutions. Next to knowledge about and competences in the approaches and methods of other disciplines, students are also enabled to reflect about the strength’ and weaknesses of the disciplines in contrast to their own (and vice versa). Additionally, students broaden their knowledge in theoretical approaches and their methodical skills.</p>	

3	Structure		
Module components			
No.	Course	Status	Workload (h)

	Course category	Course type		(M/E)	Attendance time (h)/SWS	Self-study (h)
1	seminar/lecture		Courses and projects at other faculty/ department of UT	M	32	388
2	internship		Internship (+Report)	M	--	420
Elective options within the module:						
According to prior agreement with the supervisor the internship may be chosen freely, provided it has a relevant link to the programme						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Module or course grades from other faculties/departments are transferred to the programme's grading system. Their average grade constitutes the module grade. The module consists of a combination of written tests and/or papers and/or essays and/or presentations. According to prior agreement with the lecturers, documentations, small empirical assignments, the production of a movie or radio features can also be accepted as required examination	Varies	1	50%
2	CE	Students write a report on their internship. The first part of the report (approx. 1/3) deals with the course of the internship, the second part reflects on the internship within the field of public administration and is based on a scientific research question. The report must contain a work placement certificate from the employer.	3,500 words	2	50%
Weight of the module grade for the final overall grade					
Required coursework					
No.	Type			Duration/Scope	Connection to course no. (if applicable)
1	The lecturers and tutors may request oral presentations of about 30 minutes, preparatory reading of relevant texts (approx. one hour of reading per week), participation in group assignments, writing of reviews, essays and summaries (up to 600 words) and other comparable assignments.			adjacent	1

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	varies
	Course no. 2	13 credits
Required coursework (and self-study)		
Degree-relevant examinations (and self-study)	D-RE no. 1	varies
	D-RE no. 2	2 credits
Total credits		30 credits

The workload of the module is represented in credits (LP). Please note the following:

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.

- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6 Requirements	
Module-related requirements for participation	No prerequisites, but participation is depended on the programme at the University of Twente that is offering these free electives.
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Every winter term	
Module representative/faculty	Dr. Rik Reussing	UT

8 Mobility/Recognition	
Usability in other degree programmes	The module is designed for the bachelor programme “Management, Society and Technology” at University of Twente.
Language(s) of instruction for the module	English
Module title in English	Free Electives (UT) + Internship (UT)
English translation of the module components listed in field 3	Course no. 1: Courses and projects at other faculty/ department of UT
	Course no. 2: Internship (+Report)

9 Miscellaneous	
	Registration for courses and examinations (UT) needs to be done via the electronic administration system of Twente University (OSIRIS). Please follow the hints for required course work and examinations as announced on Osiris (https://www.utwente.nl/en/educational-systems/).

Degree programme	BSc. Politics and Public Policy
Module title	Free Electives (UT)
Module number	M 3.1b + M 3.2b

1	Basic data
Programme semester	5
Credits (LP)	30
Total workload (h)	840
Module duration	10 weeks
Module status (M/E)	Elective

2	Profile
Aim of the module / Integration in the curriculum	
<p>Free Elective Module This module provides students with the possibility to choose modules at Twente University that are not part of the “Politics and Public Policy” programme. These modules are meant to broaden the students’ academic horizon. They give them an idea how their study of social, economic and legal studies and their acquired knowledge and skills may be combined with seemingly alien scientific fields, such as engineering or natural sciences. The free elective modules provide students with the possibility to develop their personal profile and actively shape their own educational and academic path. For that reason, it also gives students the greatest possible freedom in their choice of modules.</p>	
Teaching content	
<p>The teaching content in the Free elective module depends on the chosen subject area. The seminars give an idea how the studying of social, economic and legal studies and their acquired knowledge and skills may be combined with seemingly alien scientific fields, such as engineering or natural sciences.</p>	
Learning outcomes	
<p>Students learn to know and understand disciplinary logics different to those of their own programme. Thus, they are able to approach complex problems from an interdisciplinary perspective and come to more coherent and exhaustive solutions. Next to knowledge about and competences in the approaches and methods of other disciplines, students are also enabled to reflect about the strength’ and weaknesses of the disciplines in contrast to their own (and vice versa). Additionally, students broaden their knowledge in theoretical approaches and their methodical skills.</p>	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	seminar/ lecture		Courses and projects at other faculty/ department of UT	M	32	388
2	seminar/ lecture		Courses and projects at other faculty/ department of UT	M	32	388
Elective options within the module:						
Students can choose relevant courses at Twente University that are not part of the “Politics and Public Policy” programme.						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1		Module or course grades from other faculties/departments are transferred to the programme's grading system. Their average grade constitutes the module grade. The module consists of a combination of written tests and/or papers and/or essays and/or presentations. According to prior agreement with the lecturers, documentations, small empirical assignments, the production of a movie or radio features can also be accepted as required examination.	Varies	Course 1 & Course 2	100%
Weight of the module grade for the final overall grade					
Required coursework					
No.	Type	Duration/ Scope	Connection to course no. (if applicable)		
1	The lecturers and tutors may request oral presentations of about 30 minutes, preparatory reading of relevant texts (approx. one hour of reading per week), participation in group assignments, writing of reviews, essays and summaries (up to 600 words) and other comparable assignments.	adjacent	1 & 2		

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	varies
	Course no. 2	varies
Required coursework (and self-study)	RC no. 1	varies
	RC no. 2	varies
Degree-relevant examinations (and self-study)	D-RE no. 1	varies
	D-RE no. 2	varies
Total credits	30 credits	
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	No prerequisites
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration		
Frequency	Every winter term	
Module representative/faculty	Dr. Rik Reussing	UT

8	Mobility/Recognition	
Usability in other degree programmes	The module is designed for the bachelor programme “European Public Administration” at Twente University.	
Language(s) of instruction for the module	English	
Module title in English	Free Electives (UT)	
English translation of the module components listed in field 3	Course no. 1: Courses and projects at other faculty/ department of UT	
	Course no. 2: Courses and projects at other faculty/ department of UT	
9	Miscellaneous	
	Registration for courses and examinations (UT) needs to be done via the electronic administration system of Twente University (OSIRIS). Please follow the hints for required course work and examinations as announced on Osiris (https://www.utwente.nl/en/educational-systems/).	

Degree programme	BSc. Politics and Public Policy
Module title	Internship (UT)
Module number	M 3.1c

1	Basic data
Programme semester	5
Credits (LP)	30
Total workload (h)	840
Module duration	10 weeks
Module status (M/E)	Elective

2	Profile
Aim of the module / Integration in the curriculum	
<p>Free Elective Module Students are given the opportunity to complement their studies and theoretical knowledge with professional on-the-job experiences within an internship. The transfer from the system of higher education into the labour market and into a profession is thus facilitated. The internship will take place in occupational fields relevant to a (European) Public Administration programme, like for instance administration, associations, political parties, international organisations, development cooperation, corporations, media, research facilities, foundations etc. The independent search for and establishing contact with a respective placement are part of the requirements of the module. The internship has a minimum duration of four months (640 working hours) and is supervised by a lecturer of the University of Twente. The UT may arrange a specific seminar in which all internships of a semester are supervised.</p>	
Teaching content	
<p>In the internship, students gain insights into the variety of everyday work of social scientists.</p>	
Learning outcomes	
<p>The module provides students with first-hand insight into qualification requirements, career opportunities and working conditions for social and political scientists. Students also gain a scientifically grounded perspective on their further career planning. Within the report, students are asked to reflect theoretically based on the specific requirements of practical political science fields. Students are thus motivated to actively develop their own qualifications profile and professional competences. The module also conveys important key competences to students, e.g. independent working, the ability to assert themselves, cooperativeness, problem solving skills, self- and time management and flexibility.</p>	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	Internship		Internship (+Report)	M		840
Elective options within the module:						
According to prior agreement with the supervisor the internship may be chosen freely, provided it has a relevant link to the programme.						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1		Students write a report on their internship. The first part of the report (approx. 1/3) deals with the course of the internship, the second part reflects on the internship within the field of public administration and is based on a scientific research question. The report must contain a work placement certificate from the employer.	7,000 words		100%
Weight of the module grade for the final overall grade			30/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
	None				

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	0 credits
Required coursework (and self-study)		
Degree-relevant examinations (and self-study)	D-RE no. 1	30 credits
Total credits		30 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 		

6 Requirements	
Module-related requirements for participation	No prerequisites.
Rules on course attendance	Attendance at the internship and contact with the supervisor from the University of Twente.

7 Module administration		
Frequency	Every winter term	
Module representative/faculty	Dr. Rik Reussing	UT

8 Mobility/Recognition	
Usability in other degree programmes	The module is designed for the bachelor programme “Management, Society and Technology” at University of Twente.
Language(s) of instruction for the module	English

Module title in English	Internship (UT)
English translation of the module components listed in field 3	Course no. 1: Internship (+Report)

9	Miscellaneous
	Registration for courses and examinations (UT) needs to be done via the electronic administration system of Twente University (OSIRIS). Please follow the hints for required course work and examinations as announced on Osiris (https://www.utwente.nl/en/educational-systems/).

Degree programme	BSc. Politics and Public Policy
Module title	Erasmus (ERASMUS) (UT or University of Münster)
Module number	M 3.1d

1	Basic data
Programme semester	5
Credits (LP)	30
Total workload (h)	840
Module duration	10 weeks
Module status (M/E)	Elective

2	Profile
Aim of the module / Integration in the curriculum	
Students will spend one semester at a partner university abroad. Modules and courses that shall be studied during this semester will be subject to a learning/Erasmus agreement between the student and the UT or Münster programme coordinator. They must deal with the programmes' different issue areas (political science, public law, public policy, public management, public administration, sociology and economics) or areas that are complementary to the programme. The UT or Münster programme coordinator and the Erasmus coordinator help students with the organisation of their exchange.	
Teaching content	
The teaching content in the ERASMUS module depends on the chosen university.	
Learning outcomes	
The Erasmus semester serves two purposes. <ol style="list-style-type: none"> 1. Students will be able to deepen their knowledge and methodological skills concerning the programmes' content and aims, in the fields of political science, sociology, economics and law. They also have the chance to specialise according to the course offer of the partner university and their interest. 2. They enlarge their intercultural skills and their ability to adapt to new situations. They will be required to adjust to a foreign environment. They will have to learn a new language or perfect existing language skills. Intercultural skills, independence and quick adaptation to new situations and structures are increasingly important before the background of an Europeanising and globalising job market. 	

3	Structure					
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	varies		Erasmus Exchange: courses at partner university	M	varies	varies
Elective options within the module:						
None.						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1		Module or course credits from the partner university are transferred to the Dutch credits system. The exchange module is graded as pass since translation of grades is only valid for one-on-one calculations of programmes according to the ECTS guide of the EU. Modules and courses studied at the partner university are subject to agreement by the programme coordinator and noted within an Erasmus agreement.	Depends on the module offerings of Erasmus partners		100%
Weight of the module grade for the final overall grade			30/180		
Required coursework					
No.	Type			Duration/ Scope	Connection to course no. (if applicable)
1	-				

5 Allocation of workload	
Participation (attendance or contact time)	Depends on the courses selected by students at the Erasmus partner university.
Required coursework (and self-study)	
Degree-relevant examinations (and self-study)	
Total credits	30 credits
<p>The workload of the module is represented in credits (LP). Please note the following:</p> <ul style="list-style-type: none"> – The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations. – If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework. – Credits for the module are only awarded upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module. 	

6 Requirements	
Module-related requirements for participation	No prerequisites.
Rules on course attendance	Depended on the requirements of the foreign university.

7 Module administration	
Frequency	Every winter term
Module representative/faculty	Dr. Rik Reussing UT

8 Mobility/Recognition	
Usability in other degree programmes	The module is designed for the bachelor programme “European Public Administration” at Twente University.

Language(s) of instruction for the module	
Module title in English	Erasmus (ERASMUS) (UT or University of Münster)
English translation of the module components listed in field 3	Course no. 1: Erasmus Exchange: courses at partner university

9	Miscellaneous
	Registration for courses and examinations (UT) needs to be done via the electronic administration system of Twente University (OSIRIS). Please follow the hints for required course work and examinations as announced on Osiris (https://www.utwente.nl/en/educational-systems/).

Degree programme	BSc. Politics and Public Policy
Module title	Free Electives (University of Münster)
Module number	M 3.1e

1	Basic data
Programme semester	5
Credits (LP)	30
Total workload (h)	840
Module duration	1 semester
Module status (M/E)	Elective

2	Profile
Aim of the module / Integration in the curriculum	
<p>In parallel to the predefined programme of core modules and courses in Münster and Twente, and according to the student-driven learning aspect of the programme, free elective module 3.1e aims at giving students the opportunity for specialization and to deepen, enhance and apply the previously acquired knowledge in the context of specific topics, questions and problems of public policy of their interest, such as the current and future societal challenges on local, national, European and global level, the role and development of public and private actors or the nexus between citizens, civil society, politics and administration. Regarding its three main and longstanding research areas, “Governance”, “Civil Society and Democracy” and “Regionalization and Globalization”, the Institute of Political Science offers a great number of public governance related standard and reading courses as well as bachelor seminars in German and English which students can choose freely from, however with the restriction that they have to select three standard/reading courses and three bachelor seminars. Students can decide to opt for the lecture “Introduction to Political Theory” as equivalent substitute for a standard course. Moreover, students can decide to do an oral examination as required examination in one of the six electives (with the exception of the lecture “Introduction to Political Theory”) instead of the actually scheduled examination, given the prior approval by the lecturer involved.</p>	
Teaching content	
<p>Standard courses introduce specific research areas of political science and other disciplines linked to the interdisciplinary field of public governance (i.e. public policy, public management, public administration, public law, sociology and economics). They give a profound overview on contemporary and classic questions and challenges of their specific research area. Thereby, they build on knowledge acquired within the core modules in the running first and second semester. Standard courses encourage and indeed require from students to look into concepts, issues and methods of political science and other disciplines linked to public governance more deeply. Finally, within these courses, selected contemporary developments are methodologically and theoretically analysed and discussed. Reading courses deepen the ability of students to read and understand social science texts. The range of courses encompasses classical authors and theories of political science and other disciplines linked to the interdisciplinary field of public governance as well as contemporary texts. Bachelor seminars are provided for students further within their studies. They deal in detail with very specific questions of political science and other disciplines linked to the interdisciplinary field of public governance, often on current issues. Most of these seminars also incorporate possibilities or specifically ask for learning by research, thus combining theoretical knowledge with empirical analysis. Since students are at a later stage of their studies they are asked to register for three bachelor seminars. With regard to the previous winter and summer semesters in Münster, students of the Joint Bachelor’s Degree programme “Politics and Public Policy” could – in consultation with their study advisor in Münster – generally choose from policy-specific (e.g. Introduction to Labour Market Policy, Introduction to Asylum and Refugee Policy, Introduction to Global Environmental Policy) and methodological/theoretical courses (e.g. Introduction to Social Scientific Discourse Analysis, Introduction to Policy Analysis, Introduction to the Theories of International Relations). Both (1) a coherent connection between</p>	

the free electives and the core courses within the overall study programme as well as (2) a content-related and conceptual linkage of the electives to the courses within the previous first year (University of Münster) and second year of study (UT) as well as and the running third year is guaranteed through close and regular coordination between the Münster and UT programme directors.

Learning outcomes

Students are able to discuss and to deal with contemporary questions and challenges in political science and other disciplines linked to the interdisciplinary field of public policy as well as to apply related theories and methods. Thus, students are enabled to apply methods of analysis in social science and learn to reflect critically on questions of political science and other public governance related disciplines. Furthermore, students are enabled to follow personal interest and to develop and set their own thematic priorities within the study of politics and public policy. They are able to independently develop and explore research questions within the selected field of study. Moreover, students are enabled to both methodologically and theoretically analyse and discuss selected contemporary developments within public governance related fields of study. In bachelor seminars and courses on enquiry-based learning (Forschendes Lernen), they are enabled to practically apply under supervision previously acquired theoretical, methodological knowledge, skills and competences on the basis of specific topics, questions and problems of public governance. Finally, they acquire further methodological, reading, communication, presentation, working and research skills as well as social competences trained and experienced within the bachelor seminars as well as in the standard and reading courses.

3 Structure						
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1.	S		Standard or Reading Course 1	E	30/2	110
2.	S		Standard or Reading Course 2	E	30/2	110
3.	S		Standard or Reading Course 3	E	30/2	110
4.	S		Bachelor Seminar 1	E	30/2	110
5.	S		Bachelor Seminar 2	E	30/2	110
6.	S		Bachelor Seminar 3	E	30/2	110
Elective options within the module:						
<p>Within this module, students can – in consultation with their study advisor in Münster – freely choose from standard and reading courses as well as bachelor seminars offered by the Institute of Political Science. Thus, they can focus on courses that fit to the overall outline of their bachelor programme and that meet their individual interests. Both (1) a coherent connection between the free electives and the core courses within the first year as well as (2) a content-related and conceptual linkage of the Universität Münster electives to the courses within the second and third year in Twente is guaranteed through close and regular coordination between the Universität Münster and UT programme directors. Students have to choose three bachelor seminars as well as three standard/reading courses. They can decide to opt for the lecture “Introduction to Political Theory” as equivalent substitute for a standard course. These different course types aim at conveying different important skills and a mixture is therefore sensible and made obligatory.</p>						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/ Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Course 1: Students take required examinations in three standard/reading courses and three bachelor seminars of their choice. Students can decide to opt for the lecture „Introduction to Political Theory“ as equivalent substitute for a standard course. The lecturer chooses between a written test (T), a paper or several essays (P). According to prior agreement with the lecturer, other	90 min. (T) / 4,500 words (P)	Course no. 1	16,66%

		assignments of comparable workload, such as documentations, small empirical assignments, or the production of a movie or radio feature, may also be accepted as required examinations.			
2	CE	Course 2: see above	See above	Course no. 2	16,66%
3	CE	Course 3: see above	See above	Course no. 3	16,67%
4	CE	Course 4: see above	See above	Course no. 4	16,67%
5	CE	Course 5: see above	See above	Course no. 5	16,67%
6	CE	Course 6: see above	See above	Course no. 6	16,67%
Weight of the module grade for the final overall grade			30/180		
Required coursework					
No.	Type		Duration/ Scope	Connection to course no. (if applicable)	
1	Lecturers may request preparatory reading of relevant texts (R), oral presentations (O), written reviews, essays, or summaries (W), or other assignments of comparable workload. Lecturers may also request participation in group assignments, which are announced at the beginning of the course and may take the form of oral presentations (10 minutes per group member) or written submissions (5 pages per group member).		1 h/week (R) / 30 min. (O) / 2,000 words (W)	Course No. 1-6	

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	1 credit
	Course no. 2	1 credit
	Course no. 3	1 credit
	Course no. 4	1 credit
	Course no. 5	1 credit
	Course no. 6	1 credit
Required coursework (and self-study)	RC no. 1	2 credits
	RC no. 2	2 credits
	RC no. 3	2 credits
	RC no. 4	2 credits
	RC no. 5	2 credits
	RC no. 6	2 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	2 credits
	D-RE no. 3	2 credits
	D-RE no. 4	2 credits
	D-RE no. 5	2 credits
	D-RE no. 6	2 credits
Total credits		30 credits

The workload of the module is represented in credits (LP). Please note the following:

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.
- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6	Requirements	
Module-related requirements for participation	No prerequisites.	
Rules on course attendance	Regular attendance is highly recommended.	

7	Module administration	
Frequency	Every term	
Module representative/faculty	PD Dr. Matthias Freise	University of Münster

8	Mobility/Recognition	
Usability in other degree programmes	The module is designed for all bachelor programmes at the Institute of Political Science.	
Language(s) of instruction for the module		
Module title in English	Free Electives (University of Münster)	
English translation of the module components listed in field 3	Course no. 1: Standard or Reading Course 1	
	Course no. 2: Standard or Reading Course 2	
	Course no. 3: Standard or Reading Course 3	
	Course no. 4: Bachelor Seminar 1	
	Course no. 5: Bachelor Seminar 2	
	Course no. 6: Bachelor Seminar 3	

9	Miscellaneous	

Degree programme	BSc. Politics and Public Policy
Module title	The Craft of Public Administration Research + Bachelor Thesis
Module number	M 3.3 + M 3.4

1	Basic data
Programme semester	6
Credits (LP)	30
Total workload (h)	840
Module duration	20 weeks
Module status (M/E)	M

2	Profile
Aim of the module / Integration in the curriculum	
<p>This module consists of three module parts. The first element is the Craft of Public Administration Research. This part generates reflection on the embeddedness of public administration research in general (and the writing of a bachelor thesis in particular), in wider societal and technological contexts. The second element is Moral Leadership. We provide guidance for students who will negotiate difficult ethical choices in a bureaucratic context. The third element is the bachelor circle project. The goal is the making of a research proposal within a supervised bachelor circle. The bachelor thesis and bachelor thesis proposals are written in so-called circles: In groups of up to 6 students with similar but individual subjects. In the second stage of the bachelor circle project students build upon the research problem, design, and theoretical expectations that were developed in the first part of the module.</p>	
Teaching content	
<p>Students receive intensive guidance in writing their bachelor's theses, which is the first major thesis for most of them.</p>	
Learning outcomes	
<p>Part 1) A student is able to:</p> <ol style="list-style-type: none"> 1. identify and explain the differences between the various research traditions for carrying out public administration research. 2. explain how public administration research develops in an academic environment that is part of a larger societal context. 3. narrate the relationship between different research traditions in social science/governance sciences and the distribution and usage of power in a context of different societal transformations that mark Europe. 4. understand and evaluate academic articles in which empirical research questions are answered. 5. critically interpret research ethics and scientific integrity guidelines by identifying and clarifying conceptual ambiguities. 6. describe and to interpret the role of social science perspectives, societal context, ethical considerations and research methods in the research processes of public administration scholars. 7. to comprehend what the proposed bachelor thesis signifies for public administration research, for practitioners of the professional field, and for society at large. <p>Part 2) A student is able to:</p> <ol style="list-style-type: none"> 1. develop strategies for assessing and resolving moral issues in governance. 	

2. engage with contemporary debates by researching and adopting the perspective of various stakeholders in the debates.
3. present solutions to contemporary debates in order to reach consensus with others.
4. critically assess and comment on academic texts, within the context of a societally relevant problem.

Part 3) A student is able to:

1. give a description of the goals of the research in a specific area and explain how this generates new answers to research questions.
2. derive a research question and sub-questions from a careful study of the relevant literature in this area.

3 Structure						
Module components						
No.	Course category	Course type	Course	Status (M/E)	Workload (h)	
					Attendance time (h)/SWS	Self-study (h)
1	lecture		The Craft of Public Administration Research	M	70	210
2	lecture		Moral Leadership	M	35	105
3	tutorials		Bachelor Thesis Circle	M	105	315
Elective options within the module:						

4 Examination structure					
Degree-relevant examination(s)					
No.	FME/CE	Type	Duration/Scope	Connection to course no. (if applicable)	Weight in module grade
1	CE	Test, Assignments	Test 1 (30%): 180 min; Test 2 (30%): 180 min; Ass. 1 (20%): 2,000 words; Ass. 2 (20%): 2,000 words	1	33%
2	CE	Test	180 min	2	17%
3	CE	Assignment	10,000 words	3	50%
Weight of the module grade for the final overall grade					
Required coursework					
No.	Type			Duration/Scope	Connection to course no. (if applicable)

5 Allocation of workload		
Participation (attendance or contact time)	Course no. 1	3 credits
	Course no. 2	1 credit
	Course no. 3	3 credits
Required coursework (and self-study)	RC no. 1	5 credits
	RC no. 2	3 credits
	RC no. 3	9 credits
Degree-relevant examinations (and self-study)	D-RE no. 1	2 credits
	D-RE no. 2	1 credit
	D-RE no. 3	3 credits
Total credits		30 credits
The workload of the module is represented in credits (LP). Please note the following:		

- The time of credit entry in a campus management system is linked to the contact and attendance times, as well as the evaluation of the required coursework and degree-relevant examinations.
- If self-study workload has been allowed for (e.g. preparation and follow-up work for courses etc.) that is not directly related to degree-relevant examinations or required coursework, it will still be allocated to the examinations or coursework.
- Credits for the module are only **awarded** upon completion of the entire module, i.e. when students have proven – by passing all degree-relevant examinations and required coursework – that they have achieved the learning outcomes assigned to the module.

6 Requirements	
Module-related requirements for participation	All earlier modules must be finished before this module can be started.
Rules on course attendance	Regular attendance is highly recommended.

7 Module administration	
Frequency	Twice, in February (full courses) and in September (light version with online courses)
Module representative/faculty	Dr. Rik Reussing Dr. Ringo Ossewaarde
	UT UT

8 Mobility/Recognition	
Usability in other degree programmes	-
Language(s) of instruction for the module	English
Module title in English	Thesis Semester
English translation of the module components listed in field 3	Course no. 1: The Craft of Public Administration Research
	Course no. 2: Moral Leadership
	Course no. 3: Bachelor Thesis Circle

9 Miscellaneous	
	The light version is only there as a service to students that did not succeed earlier. Where possible, the February starting moment should be used.

Appendix III: Bachelor Thesis Guidelines

Part 1: Bachelor Thesis Proposal Guidelines

Use Times Roman 11, single spaced text.

Please note, that if you use less words for one part of the proposal, you do not need to use more words in another part of the proposal. Do not put all parts on a separate page.

Cover page: the title of the proposal, your name and student number, the name of the supervisor(s), the date (no pictures or logo's), the version number. (first page)

Summary: a summary of the plan. The summary includes the main research question, the research design, the selected data collection method and the potential relevance of the study. A summary is NOT an introduction to the research project (200 words max is needed).

Introduction: Start the introduction with the question or problem you want to address. It is not necessary to start with the context. Briefly discuss the topic, give some clues about the knowledge available (a short literature study) and end with what we do not know about the subject yet, and what your project will ADD to the existing body of knowledge. If you include “the social and scientific relevance” (see below) you can use 700 words (more is not needed) for this part. Otherwise only 500 words are needed.

Research question: After the introduction, refine the topic into a clearly formulated research question and some sub-questions, if that helps clarifying the research objective. Mention the type of question you want to answer (descriptive, explanatory etcetera's). Sometimes it is useful to refine the research question further after a short review of the theories you intend to use (see below; 200 words are needed).

Theory/Concepts: In this section, you discuss the existing models, concepts and/or theories relevant to the topic, and say how these will inform your work. If the question is *descriptive*, the least you need is a clear conceptualization of the concepts that are mentioned in your research question. If the question is explanatory, just mentioning the concepts from your question is not enough, you will need to present the most relevant elements of the theory. This part of the proposal heavily uses existing literature and is largely a literature review. You would need to use 1000 words (max) for this part.

Please note, in some research the way in which you discuss the following topics may differ a bit. The following topics are suggestions for empirical research only.

Research design: In this section you describe how you will go about answering your research question. Why is this approach the best there is for answering the research question? What are the potential threats to your research design? How will you try to counter these? Explain exactly in which steps you will answer your question. Use the things you have learned in the third years course. You would need to use 500 words max for this part.

Case selection and sampling: What is the population. How will you select your cases? If you select many cases what sampling technique is used? If you select only a few cases or one case, how did you select that case or these cases? Why is this the best way to answer your question? If your research question is about, say, The Netherlands or about three countries in the EU, do NOT discuss the choice to do that here. Only discuss how you selected units within that setting. You would need to use 300 words max for this part.

Operationalization of the main concepts and data collection methods: In this section you should describe the data that will be used in your study, why these data are appropriate, and how they will be collected. What type of data will you be using (e.g. quantitative or qualitative?). You may be collecting original data,

or using an existing dataset. There should be a clear link between the ‘theory/concepts’ part and this section. You would need to use max 500 words for this part.

Data analysis: On what basis will you draw conclusions, e.g. statistical inference using regression analysis, study of critical/extreme case, or something else. You would need to use 200 words max for this part.

Resources & Timetable: You must think about how long the project will take and what resources it will involve. The project must of course be feasible in terms of time (and money). Be realistic about this. Give a provisional schedule for the completion of the various parts of the project, and the anticipated date of completion of the project as a whole. See the template on Blackboard to make such a planning. A planning typically takes 1 page.

Scientific and social relevance: Although you may have mentioned this in the introduction, it is sometimes good to pay attention to this topic in a broader sense. For example, in the introduction you may have stated that we still do not know why people vote in elections. In a part on the scientific and social relevance you may stress the importance of participation for the stability of democracy. Both can be discussed in the introduction too, it all depends on how strongly you feel about the relevance of the topic. (200 words max)

Provisional table of contents of the thesis: Think about how you will structure the final report (not the thesis *proposal*), and provide a provisional table of contents in line with this. More generally it is useful to discuss what the end result will look like. About 1/2 a page

Literature: A list of literature consulted (or eventually to be consulted). Use the APA style. One page of references is enough.

This means: 200+500+200+1000+500+300+500+200+200 = 3600 words = 8 pages max, 1 front page, 1 page for the time table and the provisional table of contents and 1 pages of references (3 pages) = total max 11 pages. More is not needed.

Part 2: Bachelor Thesis

Module 3.4 is devoted to the main part of the bachelor thesis work, building upon the preparation provided in module 3.3. In so-called bachelor thesis circles students regularly meet in groups of 2-4 students and work on their individual – but related – bachelor thesis projects. These projects are provided by, and connected to, the research of the UT and University of Münster supervisors. The topics of the bachelor theses build upon what is taught in previous modules.

Within the bachelor thesis circles, students are given an individual task that is aimed to lead to new scientific insights. This implies that the thesis circle topics draw on recent research, are theoretically grounded, and are aimed to produce new knowledge. In the thesis circle, the student works under close supervision of a University of Münster/UT supervisor. A second supervisor – who is working in a different chair than is the first supervisor – is involved at the beginning of the circle and when grading decisions are made. In the bachelor thesis, students answer a novel research question in the area of Politics and Public Policy and apply the standard research methods and, if applicable, the more advanced research methods as taught in the entire curriculum.

Bachelor thesis guidelines

Format and length

The thesis should have a length of maximally 10,000 words, including all text, tables, figures, footnotes, excluding endnotes, appendices and references. The abstract (max. 200 words) is not included in the word count. A font size of 11 or 12 should be used with a 1.5. line spacing. The paper must be written in English for an academic audience, and texts must be grammatically correct and free of typographical and spelling errors.

The thesis consists of eight basic elements:

1. title page
2. abstract
3. background: introduction to research problem – formulation of the research question
4. theory – formulation of hypotheses
5. data/documents
6. analyses - answers to the question
7. conclusion
8. list of references
9. Data Appendix

1. Title page

The title page should provide the following information: (a) title; come up with an informative and appealing title (b) full names of the author (including student number) (c) date on which the thesis is presented (d) name of the educational programme (e) name and place of the university

Note: The title page has no page number.

2. Abstract

Provide a short abstract of your research of no more than 200 words. An informative abstract should at least summarize the research question, hypotheses, data and major conclusions of the study. The abstract serves two purposes; On the one hand, a potential reader should be able to judge whether the paper contains information relevant to him or her. On the other hand, the abstract should serve as a reminder for readers already familiar with the text. Note: also the abstract page contains no page number.

3. Background – introduction to research problem – formulation of the research question

In the introduction the topic of the paper is introduced. What is the problem that should be answered? This section serves to place the research paper into a broader context by emphasizing theoretical (or scientific) relevance as well as the practical (or societal) relevance. At the end of this section the precise research question of the paper is formulated.

4. Theory

In the theory section theoretical arguments and/or empirical findings from previous studies are discussed. Next, if applicable, testable hypotheses are formulated. Hypotheses should contain specific expectations derived from theory. In discussing previous literature, the distinction between this section and the introduction is not always clear. References to earlier empirical findings can also be included in the introduction.

5. Data/Documents

In the “data/documents” section you give a description of the relevant literature, empirical data and documents. You can either analyse qualitative (policy documents, law cases, interviews, etc.) or quantitative data (surveys, governments statistics etc.); in both cases the concepts need to be carefully operationalized. Moreover, give a clear description of the sources that are used, and provide appropriate references (you now also create your Data Appendix). The aim of this section is to allow someone else to redo your study.

6. Analyses – answers to the questions

In this section you answer your research question by a careful analysis of your data and documents. Start by explaining the approach you used to answer the question. Tables or figures may be used to illustrate specific findings. It is not enough to only present a table or figure, explain what is shown, and interpret the findings. Tables and figures must have a professional layout.

7. Conclusion

After discussing the results finding-by-finding or hypothesis-by-hypothesis in the previous section, this section summarizes the general results of the study. Return to the central question formulated at the beginning of the thesis by formulating an answer. This section provides a discussion of the current study and its theoretical and/or practical implications. Also reflect upon the strengths and weaknesses of the research design, and produce recommendations for further research.

8. List of references

References should follow the APA-style of referencing.

9. Data Appendix

Your final thesis must be accompanied by a dataset and a codebook (quantitative data) and by a file that shows how the results in the thesis are obtained from the data. The educational programme stores the data in the DataLab of the University of Twente.

In the case of qualitative research, students need to include the data (e.g. interviews, policy documents) and if applicable the interview protocol as an appendix to the thesis. Interviews should be audio-recorded. The recordings should then be written-out and added as an appendix to the research paper.

Anonymize the data if needed so that they can no longer be traced back to an individual or an organization. A copy of the audio recording needs to be submitted with the report. The teachers keep such records for at least five years in the DataLab of the University of Twente.