Key information for Master’s students

winter semester 2021/22
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1) Structure and Institutions at our University

Presidential Board

Faculties (13)

- Faculty of Social Sciences
- Faculty of Humanities
- Faculty of Chemistry
- Faculty of Biology and Psychology

Institutes and seminar courses

- e.g. Department of Medieval and Modern History
- e.g. Department of Ancient Near Eastern Studies
- e.g. Department of Ancient History

Study programmes and fields

- B.A./M.A./ History
- B.A./M.A./ Digital Humanities
- B.A./M.A. Ancient Cultures
- B.A./M.A. Ancient Near Eastern Studies
Information about the Master of Education can be found on the website of the Studiendekanat Lehrer*innenbildung.
Faculty of Humanities

Dean’s office

Committees

- Faculty Council
- Committee of Study Affairs
- Structure and Budget Committee

Study Office

i. a. Administration, Study Course Coordination, Examination Office, Academic Counselling
## 2) Structure of the Master’s Programmes

<table>
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<th>Single Honours MA</th>
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<td>MA Subject</td>
<td>Major Subject 42 Credit Points</td>
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<td>78 Credit Points</td>
<td>Master Thesis 30 Credit Points</td>
<td>Master Thesis 30 Credit Points</td>
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<td>Module Package (Minor Subject) 1 18 Credit Points</td>
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<td>Module Package (Minor Subject) 2 18 Credit Points</td>
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<td>Master Thesis</td>
<td>30 Credit Points</td>
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<td>12 Credit Points</td>
<td>Key Competencies 12 Credit Points</td>
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<td>Key Competencies 12 Credit Points</td>
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Master’s Thesis

- in the 78-credit Master’s subject
- in the 42-credit Major subject
- in the 36-credit-Module Package “Lateinische Philologie des Mittelalters und der Neuzeit”*

* If 6 additional credits are acquired in the according field.
**Key Competencies**

- Range of options from all subjects and central institutions

- [http://www.uni-goettingen.de](http://www.uni-goettingen.de) Studying → Range of study programmes → more... → acquiring key competencies at Göttingen University (university-wide range)

- Faculty of Humanities → academic programme → area of professionalisation and key competencies
### 3) Change of Master’s Subject and Module Packages

#### Change of Master’s Subject

1. A new application is necessary
2. Please consider the admission requirements: [http://www.uni-goettingen.de/phil-masterangebot](http://www.uni-goettingen.de/phil-masterangebot)
3. The application including all previous Master’s degree achievements needs to be uploaded here: [https://masterbewerbung.phil.uni-goettingen.de](https://masterbewerbung.phil.uni-goettingen.de)
4. Formal check of the application
5. Evaluation of the application by the selection committee of the Master’s programme
6. If you can be admitted, you will receive a letter of admission as soon as possible
7. With that letter of admission you can start the online registration
8. Enrolment by the International Student Office
9. After the enrolment we will make all necessary changes in your FlexNow account
10. You can apply for a transfer of your credits on the eCampus
Change of Module Packages

1. A new application is necessary but no new enrolment
2. Please consider the admission requirements http://www.uni-goettingen.de/phil-masterangebot
3. The application including all previous Master degree achievements needs to be uploaded here: https://masterbewerbung.phil.uni-goettingen.de
4. Formal check of the application
5. Evaluation of the application by the selection committee of the M.A. programme
6. If you can be admitted, you will receive a letter of admission as soon as possible
7. All necessary changes in your FlexNow account will be made
8. You can apply for a transfer of your credits on the eCampus
Change Major Subject ↔ Module Packages

- A new application is necessary
  - see procedure of major subject change
- Easiest option: the both programmes have the same admission requirements
  - admission is guaranteed
- The final decision about your admission can only be made by the selection committee of the Master’s programme
4) Advice on the Construction of your Timetable

You can find an instructional video on how to construct your timetable on the orientation website.

Single Honours M.A. → plan your 78 C M.A. subject

Joint Honours M.A. → Major Subject 42 C + Module Package 36 C or
Major Subject 42 C + two Module Packages 18 C
→ plan your Major subject and your Module Packages at the same time
5) Important Contacts

a) Academic counselling:
   ▪ Construction of timetables and study plans
   ▪ Change of subjects and accreditation of previous study efforts
   ▪ Study problems
     o www.phil.uni-goettingen.de/studienberatung

b) Examination office
   ▪ Flex-Now-matters: exams, certificates, thesis
     o http://www.uni-goettingen.de/de/47952.html

c) Study advisors of the programmes
   ▪ Subject related questions (content matter, modules, exams etc.)
     o https://www.uni-goettingen.de/de/562355.html

Overview of all counselling offers:
   o http://www.uni-goettingen.de/phil-beratung
Financing University Studies

• Scholarship counselling concerning for example the Germany Scholarship and Lower Saxony Scholarship
• Scholarship information can be found at:
  www.uni-goettingen.de/studienfinanzierung
• Information concerning BAföG are provided by the Studentenwerk:
  www.studentenwerk-goettingen.de
important information for international students

https://www.uni-goettingen.de/de/623575.html
6) information concerning students with a conditional admission

- Master’s students with a Bachelor degree from University of Göttingen:
  - until **May 15th, 2022** 180 C in FlexNow

- Master’s students with a Bachelor degree from the other Universities:
  - B.A. certificate has to be send to the Coordination of Master’s Programmes
    - until **May 15th, 2022** via E-Mail

- **If you can hand in proof until May 15th, 2022 that**
  - a) only the Bachelor’s thesis is missing or
  - b) you already handed in the thesis at your university and not more than 6 credits are missing

  The deadline can be extended until **September 30th, 2022**

- Learning agreements usually have to be fulfilled until the end of the first or the second semester (please check your letter of admission)

- IKG/Deutschland-China: Ms. **Barbara Dengel**, Department of Intercultural German Studies
Coordination of Master’s programmes

- application procedure for Master’s programmes
- change of Master’s subjects and module packages
- Admission requirements concerning Master’s studies/module packages; suitability of previous studies
- Counselling concerning Germany scholarship and Lower Saxony scholarship

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Philosophische Fakultät
Studiendekanat

Newsletter for students

registration and information at:

http://www.phil.uni-goettingen.de/newsletter

Faculty of Humanities also on Facebook and Instagram:

http://www.facebook.com/philunigoe
http://www.instagram.com/phil.unigoettingen
Thank you for your attention!