

«vorname» «name», Student Registration No. «idstud»

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. HOLDER OF THE QUALIFICATION

1.1	Family Name	Mustermann
1.2	First Name	Michael
1.3	Date, Place of Birth	April 05, 1993, Böblingen
1.4	Student Registration No.	123456

2. QUALIFICATION

2.1	Name of Qualification (in original language) Title conferred (in original language)	Master of Science n.a.
2.2	Main field(s) of Study	Services Computing, Business Informatics
2.3	Institution Awarding the Qualification (in original language) Status (Type/Control)	Hochschule Reutlingen – Reutlingen University School of Informatics University of Applied Sciences, State/Public Institution
2.4	Institution Administering Studies (in original language) Status (Type/Control)	Same Same
2.5	Language(s) of Instruction/Examination	German

3. LEVEL OF THE QUALIFICATION

3.1	Level	Graduate / second degree with thesis
3.2	Official Length of Programme	Two years = 4 semesters. Average study time is 4.0 semesters.
3.3	Access Requirements	Undergraduate / first degree. Restricted admission and selection via Entrance Procedure

4. CONTENTS AND RESULTS GAINED

4.1	Mode of Study	Full-time
4.2	Programme Requirements	See access requirements
4.3	Programme Details	See appendix A for list of modules and weight of modules
4.4	Grading Scale	Local grade: 1.0 – 1.5 sehr gut; 1.6 – 2.5 gut; 2.6 – 3.5 befriedigend; 3.6 – 4.0 ausreichend; 4.1 – 5.0 nicht ausreichend. ECTS grade: 1.0 – 1.3 excellent; 1.4 – 2.0 very good; 2.1 – 2.7 good; 2.8 – 3.5 satisfactory; 3.6 – 4.0 sufficient; 4.1 – 5.0 fail. In some courses only a pass or fail is awarded.
4.5	Overall Qualification	very good (B) ECTS grade gut (1.9) local grade Based on the accumulation of grades received during the study programme and the final thesis (ECTS based Transcript of Records)

5. FUNCTION OF THE QUALIFICATION

5.1	Access to further Study	Qualifies to apply for Ph.D. programmes
5.2	Professional Status	Generally, the graduates from the Master Degree are qualified to work professionally in many fields of Business Informatics. Their main

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Certification Date: February 15, 2014

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competencies reside in the field of Services Computing that has become a cross-discipline approach covering the science and technology of bridging the gap between business services and IT services. Graduates are qualified in the underneath methodology and technology suites including business models, web services and service-oriented architecture (SOA), enterprise architecture management, cloud computing, business consulting methodology and utilities, business process modelling & technology, business transformation and integration and data management. Graduates oversee methodologies for developing business services and have practical skills in analysis, design, implementation, testing, administration and management of supporting IT services. Further they possess key skills such as communication and team working. Master graduates are qualified to work successfully in several roles as members of multi-disciplinary development teams that have the goal to enable IT services and computing technology to perform business services more efficiently and effectively.

6. ADDITIONAL INFORMATION

6.1 Accreditation

Services Computing is a Master degree programme accredited by the ASIIN, the Accreditation Agency for Degree Programmes in Engineering, Informatics, Natural Sciences and Mathematics e. V., see http://www.asiin.de/english/newdesign/index_ex5.html -> Programme Accreditation -> Accredited Degree Programmes
Der Masterabschluss eröffnet den Zugang zum höheren Dienst.

6.2 Further Information Sources

On the institution: <http://www.reutlingen-university.de>
On the study programme: <http://www.inf.reutlingen-university.de>
Further national information sources: see Section 8.8

7. CERTIFICATION

This Diploma Supplement refers to the following original documents:
Certificate/Masterurkunde February 15, 2014
Final Examination Certificate/Masterzeugnis February 15, 2014
Final Transcript of Records, February 15, 2014

Reutlingen, February 15, 2014

Signature: _____
Examinations Officer

Seal:

8. INFORMATION ON THE GERMAN HIGHER EDUCATION SYSTEM¹

The information on the national higher education system on the following pages provides a context for the qualification and the type of higher education that awarded it.

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Certification Date: February 15, 2014

Reutlingen University, Alteburgstrasse 150, D-72762 Reutlingen, Germany, <http://www.reutlingen-university.de>

8.1 Types of Institutions and Institutional Status

Higher education (HE) studies in Germany are offered at three types of Higher Education Institutions (HEI)².

- *Universitäten* (Universities) including various specialized institutions, offer the whole range of academic disciplines. In the German tradition, universities focus in particular on basic research so that advanced stages of study have mainly theoretical orientation and research-oriented components.
- *Fachhochschulen* (Universities of Applied Sciences) concentrate their study programmes in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies a distinct application-oriented focus and professional character of studies, which include integrated and supervised work assignments in industry, enterprises or other relevant institutions.
- *Kunst- und Musikhochschulen* (Universities of Art/Music) offer studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

Higher Education Institutions are either state or state-recognized institutions. In their operations, including the organization of studies and the designation and award of degrees, they are both subject to higher education legislation.

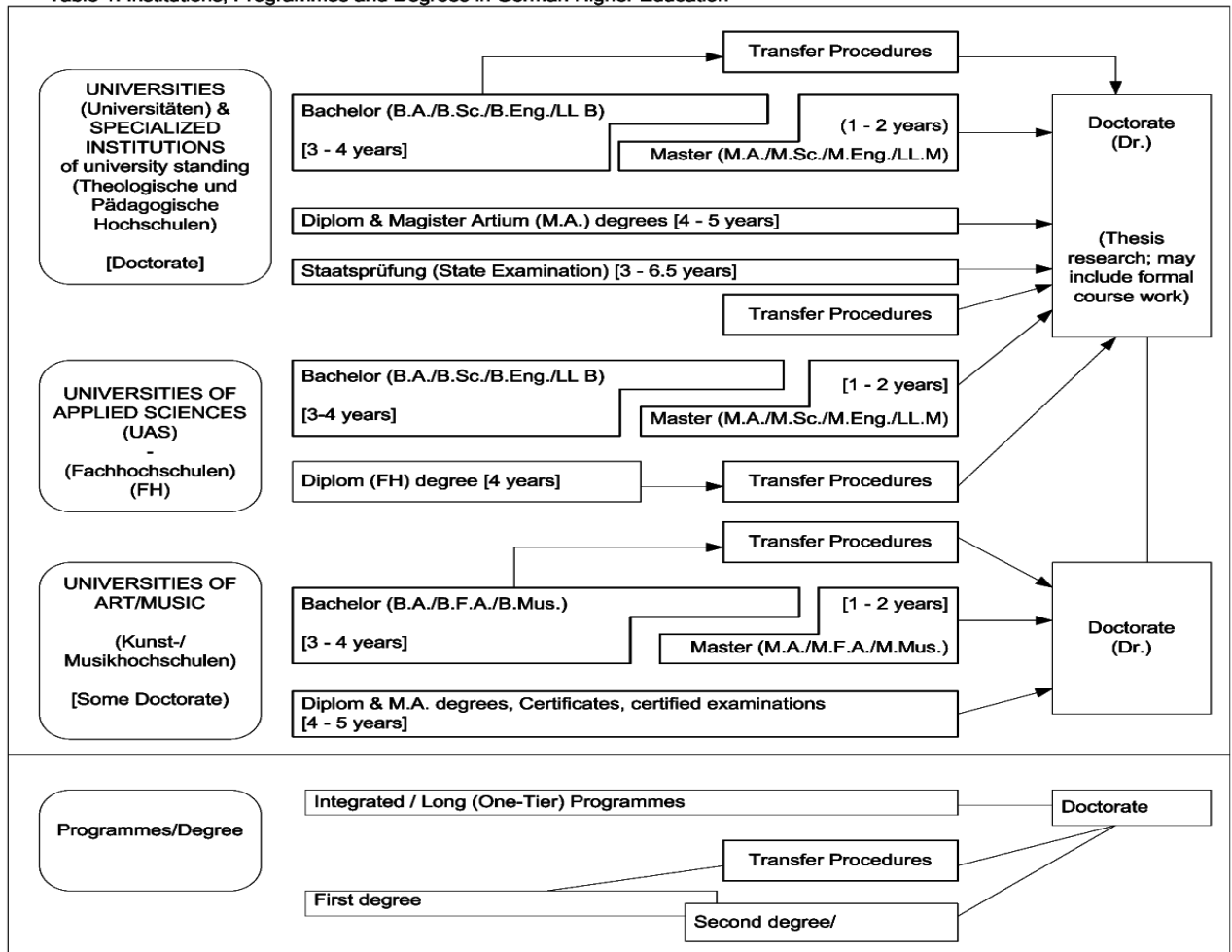
8.2 Types of Programmes and Degrees Awarded

Studies in all three types of institutions have traditionally been offered in integrated "long" (one-tier) programmes leading to *Diplom-* or *Magister Artium* degrees or completed by a *Staatsprüfung* (State Examination).

Within the framework of the Bologna-Process one-tier study programmes are successively being replaced by a two-tier study system. Since 1998, a scheme of first- and second-level degree programmes (Bachelor and Master) was introduced to be offered parallel to or instead of integrated "long" programmes. These programmes are designed to provide enlarged variety and flexibility to students in planning and pursuing educational objectives, they also enhance international compatibility of studies.

For details cf. Sec. 8.4.1, 8.4.2, and 8.4.3 respectively. Table 1 provides a synoptic summary.

Table 1: Institutions, Programmes and Degrees in German Higher Education



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8.3 Approval/Accreditation of Programmes and Degrees

To ensure quality and comparability of qualifications, the organization of studies and general degree requirements have to conform to principles and regulations established by the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany (KMK)³. In 1999, a system of accreditation for programmes of study has become operational under the control of an Accreditation Council at national level. All new programmes have to be accredited under this scheme; after a successful accreditation they receive the quality-label of the Accreditation Council.⁴

8.4 Organization and Structure of Studies

The following programmes apply to all three types of institutions. Bachelor's and Master's study courses may be studied consecutively, at various higher education institutions, at different types of higher education institutions and with phases of professional work between the first and the second qualification. The organization of the study programmes makes use of modular components and of the European Credit Transfer and Accumulation System (ECTS) with 30 credits corresponding to one semester.

8.4.1 Bachelor

Bachelor degree study programmes lay the academic foundations, provide methodological skills and lead to qualifications related to the professional field. The Bachelor degree is awarded after 3 to 4 years. The Bachelor degree programme includes a thesis requirement. Study courses leading to the Bachelor degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.⁵

First degree programmes (Bachelor) lead to Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Engineering (B.Eng.), Bachelor of Laws (LL.B.), Bachelor of Fine Arts (B.F.A.) or Bachelor of Music (B.Mus.).

8.4.2 Master

Master is the second degree after another 1 to 2 years. Master study programmes must be differentiated by the profile types "more practice-oriented" and "more research-oriented". Higher Education Institutions define the profile of each Master study programme.

The Master degree study programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.⁶

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (L.L.M), Master of Fine Arts (M.F.A.) or Master of Music (M.Mus.). Master study programmes, which are designed for continuing education or which do not build on the preceding Bachelor study programmes in terms of their content, may carry other designations (e.g. MBA).

8.4.3 Integrated "Long" Programmes (One-Tier): Diplom degrees, Magister Artium, Staatsprüfung

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of

study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master level.

- Integrated studies at *Universitäten* (U) last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical, pharmaceutical and teaching professions are completed by a *Staatsprüfung*. The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent. They qualify to apply for admission to doctoral studies. Further prerequisites for admission may be defined by the Higher Education Institution, cf. Sec. 8.5.
- Integrated studies at *Fachhochschulen* (FH)/Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom* (FH) degree. While the FH/UAS are non-doctorate granting institutions, qualified graduates may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.
- Studies at *Kunst-* and *Musikhochschulen* (Universities of Art/Music etc.) are more diverse in their organization, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the integrated study programme awards include Certificates and certified examinations for specialized areas and professional purposes.

8.5 Doctorate

Universities as well as specialized institutions of university standing and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Particularly qualified holders of a Bachelor or a *Diplom* (FH) degree may also be admitted to doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor.

8.6 Grading Scheme

The grading scheme in Germany usually comprises five levels (with numerical equivalents; intermediate grades may be given): "Sehr Gut" (1) = Very Good; "Gut" (2) = Good; "Befriedigend" (3) = Satisfactory; "Ausreichend" (4) = Sufficient; "Nicht ausreichend" (5) = Non-Sufficient/Fail. The minimum passing grade is "Ausreichend" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.

In addition institutions may already use the ECTS grading scheme, which operates with the levels A (best 10 %), B (next 25 %), C (next 30 %), D (next 25 %), and E (next 10 %).

8.7 Access to Higher Education

The General Higher Education Entrance Qualification (*Allgemeine Hochschulreife, Abitur*) after 12 to 13 years of schooling allows for admission to all higher educational studies. Specialized variants (*Fachgebundene Hochschulreife*) allow for admission to particular disciplines. Access to *Fachhochschulen* (UAS) is also possible with a *Fachhochschulreife*, which can usually be acquired after 12 years of schooling. Admission to Universities of Art/Music may be based on other or require additional evidence demonstrating individual aptitude.

Higher Education Institutions may in certain cases apply additional admission procedures.

8.8 National Sources of Information

- *Kultusministerkonferenz (KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Lennéstrasse 6, D-53113 Bonn; Fax: +49[0]228/501-229; Phone: +49[0]228/501-0
- Central Office for Foreign Education (ZaB) as German NARIC; www.kmk.org; E-Mail: zab@kmk.org
- "Documentation and Educational Information Service" as German EURYDICE-Unit, providing the national dossier on the education system (www.kmk.org/doku/bildungswesen.htm); E-Mail: eurydice@kmk.org
- *Hochschulrektorenkonferenz (HRK)* [German Rectors' Conference]; Ahrstrasse 39, D-53175 Bonn; Fax: +49[0]228/887-110; Phone: +49[0]228/887-0; www.hrk.de; E-Mail: sekr@hrk.de
- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

APPENDIX A: LIST OF MODULES

Module	ECTS credits	Weight of Module
Scientific Project Methods	6	1
Algorithmics	6	1
Software Architecture and Management	6	1
Business Process Technology	6	1
Service Science and Engineering	6	1
Services Computing Technology	6	1
IT Service Management	5	1
Knowledge Management	5	1
Data Management and Analysis	6	1
Consulting Methods	3	1
Scientific Conference	6	1
Electives	12	1
Master Project 1	8	1
Master Project 2	15	2
Master's Thesis	24	2

¹ The information covers only aspects directly relevant to purposes of the Diploma Supplement. All information as of July 01 2005.

² *Berufsakademien* are not considered as Higher Education Institutions, they only exist in some of the *Länder*. They offer educational programmes in close cooperation with private companies. Students receive a formal degree and carry out an apprenticeship at the company. Some *Berufsakademien* offer Bachelor courses which are recognized as an academic degree if they are accredited by a German accreditation agency.

³ Common structural guidelines of the *Länder* as set out in Article 9 Clause 2 of the Framework Act for Higher Education (HRG) for the accreditation of Bachelor's and Master's study courses (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 10.10. 2003, as amended on 21.4.2005).

⁴ "Law establishing a Foundation 'Foundation for the Accreditation of Study Programmes in Germany'", entered into force as from 26.2.2005, GV. NRW. 2005, nr. 5, p. 45 in connection with the Declaration of the *Länder* to the Foundation "Foundation: Foundation for the Accreditation of Study Programmes in Germany" (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 16.12.2004).

⁵ See note No. 4.

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