Sound Studies and Sonic Arts Master’s program
Regulations

Program regulations for the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts
November 2, 2016

Examination regulations for the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts
November 2, 2016

Regulations for admission to the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts
November 2, 2016

Regulations for the payment of tuition and fees for enrollment in the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts
November 2, 2016
Disclaimer

In case of doubt, translation errors or other incomprehensibilities, the German version ("Studienordnung") of these regulations will always be legally binding.
On the basis of section 71, paragraph 1, sentence 1 (No. 1) of the law governing institutions of higher education in the federal state of Berlin (“Berliner Hochschulgesetz”), reformulated on July 26, 2011 (“Gesetz- und Verordnungsblatt,” p. 378) and most recently amended on May 9, 2016 (GVBl, p. 226), the institutional council of the Central Institute for Further Education of the Berlin University of the Arts (Universität der Künste Berlin) decided upon the following regulations on November 2, 2016:

§ 1 Area of applicability
§ 2 Subject and objectives of the program
§ 3 Start of studies
§ 4 Program duration and scope
§ 5 Program structure
§ 6 Forms of coursework
§ 7 Proof of academic achievement
§ 8 Completion of studies
§ 9 Academic advising
§ 10 Validity, expiration, and transitional regulations
Appendix 1: Plan of study
Appendix 2: Module descriptions

§ 1 Area of applicability
These regulations govern the objectives, content, and structure of the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts. It is applicable in conjunction with the “Examination Regulations” for this course of study. In addition, the provisions of the overarching study and examination regulations of the Berlin University of the Arts from July 4, 2012 (UdK-Anzeiger 1/2013 from January 8, 2013) are valid.

§ 2 Subject and objectives of the program
(1) Sound Studies and Sonic Arts is a postgraduate master’s program that builds upon related professional experience and a first college degree or equivalent artistic experience. The program serves to deepen theoretical and practical competencies in the areas of auditory arts, culture, design and reception, as well as their philosophical, historical, medial, technical, acoustic and psychoacoustic contexts. Theoretical/scientific and creative/artistic methods and those related to artistic research are taught. The graduates will be able to apply knowledge regarding auditory arts and culture and their dissemination, sound design and consulting, and academic reflection in their professional activities and in a variety of occupations.
(2) In the field of theory, students will develop their intellectual engagement with the subjects of auditory arts and culture, with special emphasis on methodologies related to music, art history and cultural studies, media theory, design theory, architecture, communications, sociology, gender studies, and philosophy. In the practical domain, students will learn procedures and methods pertinent to the conceptual development, realization, and documentation of artistic/creative work. In the area of listening, students will expand their ability to describe and analyze the characteristics of acoustic events and their temporal and spatial changes, drawing from general music theory, musical and technical ear training, the notation and analysis of acoustic events and processes, as well as the fundamentals of acoustics, psychoacoustics, phenomenology, and aesthetics.

§ 3 Start of studies
The program can be started once a year at the beginning of the winter term.

§ 4 Program duration and scope
The standard period of study is six semesters (part-time study). In justified cases, an exception can be made for the program to be completed in four semesters (full-time study). The entire time commitment (class time and independent study) is indicated by a credit point system. The program consists of a total of 120 credits (CP), with an average of 20 credits obtained per semester. A credit point represents approximately 30 hours of work. Credit points are allocated for each module and its individual courses based on the time and effort required.

§ 5 Program structure
The program consists of modules. Modules are teaching and learning units that consist of one or several courses with corresponding independent work and evaluations. Every module ends with an evaluation through which the students demonstrate the achievement of the objectives established for the module. The program consists of four stages into which the modules are grouped:
- Basics
- Focus
- Projects
- Master’s project
The corresponding modules are listed in the “Study Plan” (Appendix 1). Their contents are explained further in the “Module Descriptions” section (Appendix 2).
§ 6 Forms of coursework
The following forms of coursework are offered:
- Lectures (L): Lectures present an overview of the questions, background, methodology, and history that define a particular field. Lectures may also examine various approaches to research, critical methodology, and discussions related to genre, and offer a presentation of current discourse.
- Seminar (S): Seminars serve as an introduction to independent academic, artistic, or creative work, leading to deeper immersion in inquiries related to the field and the methods used to address them.
- Workshop (W): Workshops are intensive working phases in which teaching in a particular subject area is accompanied by practical tests and implementation of knowledge. Students may be required to prepare and carry out work in the form of independent study.
- Tutorial (T): In tutorials, topics discussed in lectures, seminars, or workshops will be studied in greater depth, and relevant methods and procedures applied in practice. A combination of different forms of independent study, group projects, or online coursework may be offered.
- Colloquium (C): A colloquium trains the skills of presenting one’s work and conclusions in front of an audience of specialists, presenting arguments effectively, and engaging in critical discussion.
- Project (P): Projects are works of either a theoretical/scientific or artistic/creative nature or works of artistic research that are designed by the students and carried out under supervision. Theoretical/scientific works will be accompanied by a detailed summary in the form of an abstract. Artistic works will be reflected upon in a documentation, the form of which must take the scope and medium of the project into account. Works of artistic research are accompanied by a theoretical and scientific discussion of the applied methodology. Projects may be carried out in cooperation with external partners and institutions, provided that the university’s academic freedom is maintained.

§ 7 Proof of academic achievement
Credit points will be awarded following the successful completion of a module’s evaluation or part of the evaluation. Credit points are allocated on the basis of the hours of work required by each individual course, and may require a positive evaluation of the student’s work in addition to participation in the course, but may not always involve a separate grade.

§ 8 Completion of studies
The program will be concluded when all modules required for the program have been successfully completed.

§ 9 Academic advising
One faculty member and at least one student assistant/tutor are to be enlisted as student advisors. This counseling serves to provide information about the content and requirements of a subject area and to assist in the student’s individual planning. A compulsory orientation will be led by representatives of the program at the beginning of the program as well as at the beginning and end of the second semester. A compulsory session to discuss the students’ progress will be held prior to the beginning of the fourth semester. Participation in academic advising is one of the main tasks of all university lecturers.

§ 10 Validity, expiration and transitional regulations
(1) These program regulations will come into force on the day after their publication in the “UdK-Anzeiger,” taking effect starting in winter semester 2017/2018.
(2) The program regulations for the master’s program Sound Studies from July 3, 2013 (UdK-Anzeiger 2/2014 from March 12, 2014), as amended for the first time on July 8, 2015 (UdK-Anzeiger 12/2015 from December 16, 2015), will be discontinued at this time.
(3) By way of derogation from paragraph 2, students who are currently enrolled may conclude their studies according to the previously existing regulations. The final examinations based on the regulations from July 3, 2013, as amended on July 8, 2015, will take place in winter semester 2018/2019.
Appendix 1: Plan of study
for the postgraduate master’s program Sound Studies and Sonic Arts

a) Progression of studies over the course of six semesters (standard period of study)

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basics</td>
<td>01: Basic Theory</td>
<td>S/W/T/L/C</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>02: Basic Practice</td>
<td>S/W/T/L/C</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>03: Basic Listening</td>
<td>S/L/T</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>04: Basic Audio Technology</td>
<td>L/S/W/T</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Focus</td>
<td>05: Theory</td>
<td>S/W/L/T/C</td>
<td>8</td>
<td>8</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>06: Practice</td>
<td>S/W/L/T/C</td>
<td>8</td>
<td>4</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>07: Listening</td>
<td>S/W/L/T/C</td>
<td>6</td>
<td>4</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>08: Free Focus</td>
<td>S/W/L/T/C</td>
<td>6</td>
<td>4</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Projects</td>
<td>09: Projects</td>
<td>P</td>
<td>1</td>
<td>20</td>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>40</td>
</tr>
<tr>
<td>Master’s Project</td>
<td>10: Master's Project</td>
<td>C, P</td>
<td>2</td>
<td></td>
<td></td>
<td>2</td>
<td>18</td>
<td></td>
<td></td>
<td>20</td>
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<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>47</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>22</td>
<td>120</td>
</tr>
</tbody>
</table>

In the diagram above, one possible option for the awarding of credit points is presented as an example. However, a uniform distribution between the second, third, and fourth semesters is not required. It is also possible to obtain a different number of credit points in each of these semesters.

b) Progression of studies as completed in four semesters

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basics</td>
<td>01: Basic Theory</td>
<td>S/W/T/L/C</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>02: Basic Practice</td>
<td>S/W/T/L/C</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>03: Basic Listening</td>
<td>S/L/T</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>04: Basic Audio Technology</td>
<td>L/S/W/T</td>
<td>4</td>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Focus</td>
<td>05: Theory</td>
<td>S/W/L/T/C</td>
<td>8</td>
<td></td>
<td>12</td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>06: Practice</td>
<td>S/W/L/T/C</td>
<td>8</td>
<td></td>
<td>12</td>
<td></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>07: Listening</td>
<td>S/W/L/T/C</td>
<td>6</td>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>08: Free Focus</td>
<td>S/W/L/T/C</td>
<td>6</td>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Projects</td>
<td>09: Projects</td>
<td>P</td>
<td>1</td>
<td></td>
<td>8</td>
<td>32</td>
<td></td>
<td>40</td>
</tr>
<tr>
<td>Master’s Project</td>
<td>10: Master's Project</td>
<td>C, P</td>
<td>2</td>
<td></td>
<td></td>
<td>20</td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>47</td>
<td>28</td>
<td>32</td>
<td>32</td>
<td>28</td>
</tr>
</tbody>
</table>

Please note the following abbreviations: Sem. = semester, SWS = weekly hours per semester, CF = course form, C = colloquium, P = project, S = seminar, T = tutorial, L = lecture, W = workshop.
### Appendix 2: Module Descriptions

for the postgraduate master’s program Sound Studies and Sonic Arts

## BASICS

<table>
<thead>
<tr>
<th>Module 01: Basic Theory</th>
<th>Prerequisites: none</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objectives and course content:</strong></td>
<td></td>
</tr>
<tr>
<td>Students will be able to explore various topics and critically discuss their relevant methodology. This will include the basis for proficiency in academic research.</td>
<td></td>
</tr>
<tr>
<td>Course content involves the theoretical/scientific reflection of key topics in the sonic arts and auditory culture with particular attention to methods related to music, art history and cultural studies, media theory, design theory, and communications, as well as philosophy.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theory I</td>
<td>S</td>
<td>2</td>
<td>2</td>
<td>Reading, active participation and presentation and/or independent work</td>
<td></td>
</tr>
<tr>
<td>Theory II</td>
<td>S/W/T/L/C</td>
<td>2</td>
<td>1</td>
<td>Evaluation to be determined by the teaching staff; in the case of a lecture: regular attendance (Testat) and reading or independent work if applicable</td>
<td></td>
</tr>
<tr>
<td>Thesis</td>
<td>IS</td>
<td>0</td>
<td>2</td>
<td>Successful completion of a term paper</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>4</td>
<td>5</td>
<td></td>
<td><strong>Duration of module:</strong> 1 semester</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of work:** 150 (Class time: 60; Independent work: 90)

**Module evaluation (graded):** The module evaluation will be based on an academic term paper.

**Applicability:** Master’s program Sound Studies and Sonic Arts  
**Frequency of offering:** on a yearly basis

<table>
<thead>
<tr>
<th>Module 02: Basic Practice</th>
<th>Prerequisites: none</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objectives and course content:</strong></td>
<td></td>
</tr>
<tr>
<td>Students will work creatively and artistically with sound. Various processes related to conceptual development, realization, and documentation can be discussed and applied in practical work.</td>
<td></td>
</tr>
<tr>
<td>Course content includes processes and methods of working artistically/creatively with sound, and the conceptual development, realization, and documentation of artistic work.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice I</td>
<td>S/W</td>
<td>2</td>
<td>2</td>
<td>Active participation and work sample</td>
<td></td>
</tr>
<tr>
<td>Practice II</td>
<td>S/W/T/L/C</td>
<td>2</td>
<td>1</td>
<td>Evaluation to be determined by the teaching staff; in the case of a lecture: regular attendance (Testat) and reading or a work sample if applicable</td>
<td></td>
</tr>
<tr>
<td>Practical Project</td>
<td>IS</td>
<td>0</td>
<td>2</td>
<td>Successful completion of a final work including documentation</td>
<td></td>
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<tr>
<td><strong>Total:</strong></td>
<td>4</td>
<td>5</td>
<td></td>
<td><strong>Duration of module:</strong> 1 semester</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of work:** 150 (Class time: 60; Independent work: 90)

**Module evaluation (graded):** The module evaluation will be based on a creative/artistic work with documentation.

**Applicability:** Master’s program Sound Studies and Sonic Arts  
**Frequency of offering:** on a yearly basis

<table>
<thead>
<tr>
<th>Module 03: Basic Listening</th>
<th>Prerequisites: none</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Objectives and course content:</strong></td>
<td></td>
</tr>
<tr>
<td>Students will develop the skills to describe and analyze the characteristics of acoustic events and their temporal and spatial changes.</td>
<td></td>
</tr>
<tr>
<td>The curriculum includes general music theory, musical and technical ear training, the notation and analysis of acoustic events and processes as well as the fundamentals of acoustics, psychoacoustics, phenomenology and aesthetics.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SW S</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acoustics and music psychology</td>
<td>S/L/T</td>
<td>2</td>
<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
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</tr>
<tr>
<td>Musical and technical ear training</td>
<td>S/T</td>
<td>2</td>
<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
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</tr>
<tr>
<td>Listening competency</td>
<td>IS</td>
<td>0</td>
<td>1</td>
<td>Successful completion of an exam</td>
<td></td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>4</td>
<td>5</td>
<td></td>
<td><strong>Duration of module:</strong> 1 semester</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of work:** 150 (Class time: 60; Independent work: 90)

**Module evaluation (graded):** The module evaluation will take the form of an exam.

**Applicability:** Master’s program Sound Studies and Sonic Arts  
**Frequency of offering:** on a yearly basis
Module 04: Basic Audio Technology

Objectives and course content:
The students will become familiar with the prevalent procedures for synthesis, recording and the technical processing of audio signals, and learn to evaluate and apply them.
The curriculum includes the procedures and history of synthesis, recording, and the technical processing of audio signals, and their physical and technological foundation.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audio Technology I</td>
<td>L/S/W</td>
<td>2</td>
<td>2</td>
<td>Reading, active participation and presentation and/or independent work or work sample; in the case of a lecture: Evaluation to be determined by the teaching staff</td>
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</tr>
<tr>
<td>Audio Technology II</td>
<td>S/W/T</td>
<td>2</td>
<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
<td></td>
</tr>
<tr>
<td>Audio Technology III</td>
<td>IS</td>
<td>0</td>
<td>1</td>
<td>Successful completion of an exam</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>4</td>
<td>5</td>
<td>12</td>
<td>Duration of module: 1 semester</td>
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Hours of work: 150 (Class time: 60; Independent work: 90)

Module evaluation (graded): The module evaluation consists of an exam.

Applicability: Master’s program Sound Studies and Sonic Arts

Module 05: Theory

Objectives and course content:
The students will immerse themselves in various subject areas with independence and reflect critically upon the applied methodology. They will master the skills necessary for high quality independent academic research.
Course content involves the theoretical/scientific reflection of key topics in sonic arts and auditory culture, with particular attention to methodologies related to music, art history and cultural studies, media theory, design theory, architecture, communications, sociology, gender studies and philosophy.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Theory I</td>
<td>S/W</td>
<td>4</td>
<td>8</td>
<td>Reading, active participation and presentation and/or independent work and an academic term paper</td>
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</tr>
<tr>
<td>Advanced Theory II</td>
<td>S/W</td>
<td>2</td>
<td>2</td>
<td>Reading, active participation and presentation and/or independent work</td>
<td></td>
</tr>
<tr>
<td>Advanced Theory III</td>
<td>S/W/L/T/C</td>
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<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
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</tr>
<tr>
<td>Total</td>
<td>8</td>
<td>12</td>
<td>20</td>
<td>Duration of module: 2 semesters</td>
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</tbody>
</table>

Hours of work: 360 (Class time: 120; Independent work: 240)

Module evaluation (graded):
The successful completion of the courses, each with its own form of examination, provides the basis for the grade for the entire module, effectively culminating in a portfolio evaluation. The specific requirements will be clarified in the announcement of each course. Out of the completed coursework, 10 CP must be graded. The grades are weighted in correspondence with the allocation of the credit points.

Applicability: Master’s program Sound Studies and Sonic Arts

Frequency of offering: on a yearly basis
Module 06: Practice

**Prerequisites:** Successful completion of all “Basics” modules

**Objectives and course content:** Students will work creatively and artistically with sound. They will master practices related to conceptual development, realization and documentation and be able to discuss them critically. Course content includes processes and methods of working artistically/creatively with sound, and the conceptual development, realization, and documentation of independently-created works.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Practice I</td>
<td>S/W</td>
<td>4</td>
<td>8</td>
<td>Active participation and/or presentation and/or realization of artistic/creative work with documentation</td>
<td>2 classes</td>
</tr>
<tr>
<td>Advanced Practice II</td>
<td>S/W</td>
<td>2</td>
<td>2</td>
<td>Active participation and presentation and/or written report</td>
<td></td>
</tr>
<tr>
<td>Advanced Practice III</td>
<td>S/W/L/T/ C</td>
<td>2</td>
<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
<td>Not graded</td>
</tr>
</tbody>
</table>

**Total:** 8 | 12 | Duration of module: 2 semesters

**Hours of work:** 360 (Class time: 120; Independent Study: 240)

**Module evaluation (graded):** The successful completion of the courses, each with its own form of examination, provides the basis for the grade for the entire module, effectively culminating in a portfolio evaluation. The specific requirements will be clarified in the announcement of each course. Out of the completed coursework, 10 CP must be graded. The grades are weighted in correspondence with the allocation of the credit points.

**Applicability:** Master’s program Sound Studies and Sonic Arts

**Frequency of offering:** on a yearly basis

Module 07: Listening

**Prerequisites:** Successful completion of all “Basics” modules

**Objectives and course content:**

The students will expand their ability to describe and analyze the characteristics of acoustic events and their temporal and spatial changes. This knowledge can be applied to theoretical/academic or artistic/creative work or in the field of artistic research.

The curriculum includes general music theory, musical and technical ear training, the notation and analysis of acoustic events and processes as well as the fundamentals of acoustics, psychoacoustics, phenomenology and aesthetics and their theoretical/scientific or artistic applications, or their applications in artistic research.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Listening I</td>
<td>S/W</td>
<td>2</td>
<td>4</td>
<td>Active participation and presentation and/or written report and analytical academic term paper, artistic/creative work sample or artistic research</td>
<td></td>
</tr>
<tr>
<td>Advanced Listening II</td>
<td>S/W</td>
<td>2</td>
<td>2</td>
<td>Active participation and presentation and/or written report</td>
<td></td>
</tr>
<tr>
<td>Advanced Listening III</td>
<td>S/W/L/T/ C</td>
<td>2</td>
<td>2</td>
<td>Evaluation to be determined by the teaching staff</td>
<td>Not graded</td>
</tr>
</tbody>
</table>

**Total:** 6 | 8 | Duration of module: 2 semesters

**Hours of work:** 240 (Class time: 90; Independent Study: 150)

**Module evaluation (graded):** The successful completion of the courses, each with its own form of examination, provides the basis for the grade for the entire module, effectively culminating in a portfolio evaluation. The specific requirements will be clarified in the announcement of each course. Out of the completed coursework, 6 CP must be graded. The grades are weighted in correspondence with the allocation of the credit points.

**Applicability:** Master’s program Sound Studies and Sonic Arts

**Frequency of offering:** on a yearly basis
Module 08: Free Focus

Prerequisites: Successful completion of all “Basics” modules

Objectives and course content:
Students will have the opportunity to achieve proficiency in various areas of the program, and to engage in artistic research and experimental approaches to the production of knowledge and documentation.
It will be possible to concentrate on themes related to any of the program’s subject areas and their specific methodologies.

<table>
<thead>
<tr>
<th>Subject/Module elements</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elective I</td>
<td></td>
<td></td>
<td></td>
<td>Active participation and a presentation and/or independent work and an analytical academic term paper or creative/artistic work sample or artistic research</td>
<td></td>
</tr>
<tr>
<td>Elective II</td>
<td></td>
<td></td>
<td></td>
<td>Evaluation to be determined by the teaching staff</td>
<td></td>
</tr>
<tr>
<td>Elective III</td>
<td></td>
<td></td>
<td></td>
<td>Evaluation to be determined by the teaching staff</td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>6</td>
<td>8</td>
<td></td>
<td>Duration of module: 2 semesters</td>
<td></td>
</tr>
</tbody>
</table>

Hours of work: 240 (Class time: 90; Independent Study: 150)

Module evaluation (not graded): The successful completion of the courses, each with its own form of examination, provides the basis for the grade for the entire module, effectively culminating in a portfolio evaluation. The specific requirements will be clarified in the announcement of each course. The student’s performance will not be graded.

Applicability: Master’s program Sound Studies and Sonic Arts

Frequency of offering: on a yearly basis

PROJECTS

Module 09: Projects

Prerequisites:
Part time studies: Successful completion of all “Basics” modules;
Full time studies: none

Objectives and course content:
The students will design and realize works of a theoretical/scientific or creative/artistic nature, or works of artistic research. Theoretical/scientific works will include a detailed summary (“abstract”). Works with a creative/artistic component will be reflected upon in a documentation, the form of which must take the scope and medium of the project into account. Works of artistic research are accompanied by a theoretical and scientific discussion of the applied methodology. Topics for projects can be proposed by the program as well as from the students themselves.
The projects should relate to the program’s subject areas and their specific methodologies.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projects</td>
<td>P</td>
<td>1</td>
<td>4</td>
<td>Evaluation to be determined by the teaching staff</td>
<td>2-4 projects each ranging from 8 to 20 CPs</td>
</tr>
<tr>
<td>Total:</td>
<td>1</td>
<td>40</td>
<td></td>
<td>Duration of module: 2 semesters</td>
<td></td>
</tr>
</tbody>
</table>

Hours of work: 1,200 (Class time: 15; Independent Study: 1,185)

Module evaluation (graded): The successful completion of the courses, each with its own form of examination, provides the basis for the grade for the entire module, effectively culminating in a portfolio evaluation. The specification requirements will be clarified by the project adviser. The grades are weighted in correspondence with the allocation of the credit points.

Applicability: Master’s program Sound Studies and Sonic Arts

Frequency of offering: on a yearly basis
Module 10: Master’s project  
**Prerequisites:** Part time studies: Successful completion of all “Basics,” “Focus,” and “Projects” modules; Full time studies: Successful completion of all “Basics” and “Projects” modules and evidence of progress in the “Focus” modules to the extent of at least 32 CPs.

**Objectives and course content:**
This module consists of the independent development of the master’s project. The project has theoretical and/or practical components and can take the form of artistic research.

A. When choosing their topic, the student can decide what form their work should take. There are three possibilities:

1. Theoretical work: A theoretical/academic text of between approximately 60 and 80 pages
2. Practical work: A creative/artistic piece accompanied by a documentation of approximately 15 to 20 pages of text and suitable multimedia content that reflects the genesis, presentation, and context of the work. The practical work will be presented in its original medium in an exhibition or performed in a concert.
3. Projects of a mixed form, with both a reflective and a creative/artistic component. The reflective text is approximately 30 to 80 pages in length. The creative/artistic work is accompanied by a documentation of approximately 15 to 20 pages of text and suitable multimedia content that reflects the genesis, presentation and context of the work. The practical work will be presented in its original medium in an exhibition or performed in a concert.

B. Each student will be questioned about the content of their project and defend it in an oral exam. In alignment with the interdisciplinary character of the program, other corresponding competencies will also be tested during the oral exam by means of a second topic that will differ from the topic of the master’s project. This second topic is to be provided by the student when the topic of the master’s project is submitted.

Students will be supported during the development of their master’s projects by a mandatory 2 SWS colloquium.

The completion of this module is proof of the student’s ability to apply artistic/creative and theoretical/scientific methods to independently address a topic.

<table>
<thead>
<tr>
<th>Subject/Module element</th>
<th>CF</th>
<th>SWS</th>
<th>CP</th>
<th>Requirement(s) for the awarding of credit points</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s colloquium</td>
<td>C, P</td>
<td>2</td>
<td>2</td>
<td>Active participation</td>
<td></td>
</tr>
<tr>
<td>Master’s thesis</td>
<td></td>
<td></td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>2</td>
<td>20</td>
<td>18</td>
<td>Duration of Module: 2 semesters for part-time students or 1 semester for full-time studies</td>
<td></td>
</tr>
</tbody>
</table>

**Hours of work:** 600 (Class time: 30; Independent work: 570)

**Module evaluation (graded):** The evaluation for the module consists of A) either (1) the theoretical text or (2) the practical work and its documentation, or (3) in the case of mixed forms, a reflective component and an artistic/creative component with documentation, and B) an oral exam of approximately 60 minutes.

The grade for the module is made up of the grade for A and the grade for B in a 2 to 1 ratio.

**Applicability:** Master’s program Sound Studies and Sonic Arts  
**Frequency of offering:** on a yearly basis

**Clarification of abbreviations:**
CF = course form: C = colloquium, P = project, S = seminar, T = tutorial, L = lecture, W = workshop, IS = Independent Study, CP = credit points, SWS = weekly hours per semester
Examination regulations for the postgraduate master's program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts
November 2, 2016

On the basis of § 71, paragraph 1, sentence 1 (No. 1) of the law governing institutions of higher education in the federal state of Berlin (Berliner Hochschulgesetz / BerlHG), as amended on July 26, 2011 ("Gesetz- und Verordnungsblatt,” p. 378) and most recently amended on May 9, 2016 (GVBl, p. 226), the institutional council of the Central Institute for Further Education at the Berlin University of the Arts decided upon the following regulations on November 2, 2016:

§ 1 Area of applicability
These examination regulations govern the requirements and procedures for evaluations in the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts. They apply in conjunction with the “Program Regulations” for this course of studies. In addition, the provisions of the overarching regulations for studies and examinations at the Berlin University of the Arts from July 4, 2012 (UdK-Anzeiger 1/2013 from January 8, 2013) are valid.

§ 2 Examination objectives
(1) The master’s exam is an additionally professionally qualifying degree. The awarding of the master’s degree establishes that the candidate has acquired the knowledge necessary to enter into professional practice related to the fields of auditory arts and culture and their dissemination, sound design and consulting, and academic reflection. It furthermore confirms that they possess an understanding of fundamental interrelations and have the ability to apply creative/artistic and theoretical/scientific knowledge and methods in various creative/artistic fields.
(2) As components of the master’s exam, the individual module evaluations demonstrate that fundamental learning objectives of each module have been fulfilled.

§ 3 Admission requirements
The requirements for admission include creative/artistic talent. The particular details of the requirements for admission and the admission process are governed by the currently valid version of the program’s “Regulations for Admission.”

§ 4 Certificate and title, diploma supplement
(1) The successful completion of the program will be certified with a diploma and a transcript. The diploma awards the title Master of Arts (M.A.). The transcript provides information regarding:
- the modules in the program, the results of the evaluations, and the credit points awarded,
the culminating module of the program, with the grade received and the corresponding credit points,
- the form and topic of the master’s thesis,
- the final grade.

Upon request, the transcript can state the number of semesters the student has required for the completion of the program. The transcript is to be signed by the chairperson of the examination board as well as the head of the Central Institute for Further Education. The diploma is to be signed by the head of the Central Institute for Further Education as well as the president of the Berlin University of the Arts. The transcript and diploma are to carry the seal of the Berlin University of the Arts. The certificates should be issued in time for the degree to be awarded three months after the last exam at the latest, as long as there are no remaining requirements to be fulfilled.

(2) Accompanying the transcript, each graduate will receive a “Diploma Supplement” in German and English, the purpose of which is to enable the classification and assessment of the degree according to national and international standards. Upon request, coursework completed in addition to or outside the program can be documented in the “Diploma Supplement” along with the credits received.

§ 5 Program and evaluation structure
(1) The entire program is structured in modules. Modules are teaching and learning units that consist of one or several courses with corresponding independent work and evaluations. Every module ends with an evaluation or exam through which the students demonstrate the achievement of the objectives established for the module.

(2) The qualifying master’s exam consists of the evaluations for eight graded modules, one non-graded module, and a graded culminating exam (the master’s thesis within the scope of Module 10 – Master’s project). The grade for a module may be based on multiple evaluations.

§ 6 Standard period of study and required coursework
The standard period of study is six semesters (part-time study). In justified cases, an exception can be made for the program to be completed in four semesters (full-time study). The entire time commitment (class time and independent study) is indicated by a credit point system. The program consists of a total of 120 credits (CP), with an average of 20 credits obtained per semester for part-time students and 30 per semester for full-time students. A credit point represents approximately 30 hours of work, thus 20 credit points represents 600 hours of work. Credit points are allocated for each module and its individual courses based on the time and effort required. Credit points based on the student’s performance in a module will only be awarded following the successful completion of the module evaluation, or a component of the evaluation.

§ 7 Examination board
(1) The Central Institute for Further Education at the Berlin University of the Arts will appoint an examination board consisting of the following members: three faculty members, one academic staff member, and one student, preferably from the program.

(2) The examination board will choose a chairperson and a deputy from the faculty members in the group. The term of office for the examination board is two years. Reelection is possible. After the term, the members of the board will continue to fulfill their duties until replacements have been chosen and taken office.

(3) The board
- determines the exam administrators and observers.
- ensures compliance with the “Examination Regulations,”
- reports regularly to the institutional council of the Central Institute for Further Education regarding study and examination periods,
- makes decisions regarding the transfer of credits for studies, coursework, and exams,
- makes decisions regarding requests to study full-time in the program,
- determines the schedule for examinations,
- is responsible for conferring examination grades and final grades, and
- makes suggestions for the further development of the program.

The examination board may delegate decisions to the chairperson of the board or their deputy. The chairperson can make urgent decisions themselves if necessary, but must inform the board immediately. The right of the board to make their own decisions remains unaffected.

(4) Members of the examination board have the right to attend exams in order to remain fully informed regarding compliance with the “Examination Regulations.”

(5) The meetings of the examination board are not public. Members of the examination board are obligated to maintain confidentiality. If they are not members of the public service, the chairperson of the board must ensure that this obligation is communicated and maintained.

(6) The presence of three members, including the chairperson or their deputy, enables the examination board to make decisions. University faculty must provide the majority of the votes. The board shall act by a simple majority. In the event of a tie, the chairperson’s vote will be decisive.

§ 8 Exam administrators and observers
(1) All faculty members acting within their subject area, as well as academic staff as long as they are qualified to teach, are authorized to administer exams. Only individuals who themselves hold the degree being tested in the exam, or have an equivalent
qualification may be examiners and observers.

(2) The evaluations that take place throughout the program must generally be supervised by the faculty member responsible for the course. Oral exams must be carried out in the presence of at least one other examiner or a qualified observer appointed by the examination board. Last attempts at evaluations must be administered by a minimum of two authorized individuals.

(3) The exam for the culminating module should be primarily supervised by faculty members. Students may submit their preferences regarding the selection of examiners for the master’s project, however, there is no obligation on behalf of the board to comply with their suggestion.

§ 9 Compensation for disadvantages

(1) If a student demonstrates that they are unable to complete or partially complete evaluations and coursework in the form required due to prolonged or permanent physical or psychological impairment or disability, a written request is to be sent to the examination board. In consultation with the student and the examiners, it will be determined what equivalent evaluations and coursework can be completed within a prolonged time period or in a different form.

(2) If compliance with deadlines for the registration for evaluations, completion of coursework, the repetition of coursework, the reasons for failure to complete work, or the compliance with preparation time are affected, illness of close relatives and sole responsibility for them will be seen as equivalent to illness on the part of the student. Close relatives are children, parents, grandparents, and spouses or partners. This applies with regard to the provisions in sections 3 und 6 of the Maternity Protection Act (“Mutterschutzgesetz”) for women who are pregnant or who have recently given birth. Following a written request, the examination board will determine alternate deadlines in consultation with the student. The students may then make use of these alternate deadlines.

§ 10 Passing and failing exams, remonstration process

(1) The program is completed with a successful master’s project. The master’s project can only be passed if all of the evaluations and exams for the program’s modules have been successfully completed. Graded modules must have been evaluated at least “sufficient” (4.0). The modules to be completed are specified in the study plan and module descriptions (Appendices of the “Program Regulations”).

(2) A module evaluation consisting of multiple parts is only complete if all components have been awarded a passing grade.

(3) If, at another institution under the jurisdiction of the German constitution, a student has already irrevocably failed an exam equivalent to one or more of the program’s exams in terms of content, scope and requirements, the program may not be continued. The culminating exam will be considered irrevocably failed.

(4) Decisions regarding the assessment of evaluations must be justified. The assessment of written examinations is to be completed in writing.

(5) After the examination procedure has been completed, the student has the right to raise an objection to a grade to the examination board. An objection to a grade for an oral exam or a part of an evaluation completed during the course of studies can be raised to the examination board immediately.

(6) A missing justification as described in paragraph 4 is to be provided immediately upon request. After receiving the justification, the affected individual can raise an objection to the examination board as described in paragraph 5.

(7) Any objection must be raised within six weeks after the disclosure of the grade and its justification.

(8) The examination board is responsible for proper procedure in the remonstration process. It will inform the examiners of the objection raised against their decision. The examination board will inform the student of the decision made by the examiners regarding their objection.

(9) The examiners will make a decision regarding the objection within a month. The evaluation and the reasons for the evaluation will be reviewed. The result of this review, including the grade, must be justified in writing as described in paragraph 4.

§ 11 Assessment and grading of exams

(1) The following grades are to be applied when grading evaluations and exams

1 = very good – an excellent performance
2 = good – a performance that is significantly above the average requirements
3 = satisfactory – a performance that corresponds with the average requirements
4 = sufficient – a performance that despite its shortcomings still fulfils the requirements
5 = insufficient/fail – a performance that does not satisfy the requirements due to significant shortcomings

For a more specific evaluation of the exam, grades can be raised or lowered to intermediate values by increments of 0.3; the grades 0.7, 4.3, 4.7, and 5.3 are excluded.

(2) The scale for a graded module or the final grade for the program is as follows:

On average
from 1.0 to 1.5 = very good
from 1.6 to 2.5 = good
from 2.6 to 3.5 = satisfactory
from 3.6 to 4.0 = sufficient
starting at 4.1 = insufficient/fail.
(3) Only the first decimal place will be taken into account for the calculation of composite grades. If there are multiple evaluators, the grade will be the arithmetic mean calculated from their individual evaluations. If the evaluation consists of multiple parts, the module grade will be calculated from the arithmetic mean of the grades of the parts weighted according to the credit points allotted.

(4) In addition to the grading scale described in paragraph 2, a reference grade should be provided based on the currently valid version of the ECTS Users’ Guide. The reference group, the size of which is to be determined by the department, may be drawn from up to three graduating classes. If the number of graduates does not reach this minimum, the diploma supplement will contain an overview of the grades of a suitable group available.

(5) Evaluations and exams that are not graded will be evaluated on a pass/fail basis.

(6) Group projects are only permissible if the individual work of the candidate can be clearly distinguished and assessed.

§ 12 Calculation of the final grade
The final, cumulative grade for the program is the average of the grades of all graded module evaluations weighted according to the awarded credit points. Modules from the “focus” stage are weighted by a factor of 2.5 and the module of the master project by a factor of 4. Only the first decimal place will be taken into account in the calculation of the final grade.

§ 13 Non-compliance with the standard period of study
Students who have not registered to complete the culminating module within the standard period of study must seek out academic advising during their sixth semester due to having exceeded the standard period of study.

§ 14 Registration for exams throughout the course of studies
(1) The registration to participate in a course is equivalent to the registration for the course’s exam. The prerequisites for each course are established in the module description. Participation in the tasks established for the module can be made a requirement for the successful completion of the module’s evaluation.

(2) The examination board will establish a credit points account for all admitted students. The students may take an informal look at their account status at any time, circumstances permitting.

§ 15 Announcement and results of exams throughout the course of studies
The examination board will publish the type, scope, and dates of the evaluation for each module in a timely manner each semester. The students will be informed of their grades for the evaluations no later than four weeks after they have taken place.

§ 16 Re-taking of exams during the course of studies
An exam that is not successfully completed may be re-taken once, generally before the beginning of the term of the next semester. If the type of evaluation does not allow this, another date will be found, or it will be necessary to establish another evaluation that is appropriate for reviewing the candidate’s academic success. The second attempt must be completed by the end of the semester following the exam at the latest. In the case of module evaluations with multiple components, it will be necessary to redo every component that was not given a passing grade.

§ 17 Registration for the culminating exam
(1) The request to commence the culminating exam (Master’s project) is to be submitted in writing to the examination board within an established deadline. The following documents must be included:
- proof of matriculation at the Berlin University of the Arts for the program;
- a set of successfully completed modules demonstrating a course of study that has followed the “Program Regulations”;
- a statement from the candidate that the “Program Regulations” and “Examination Regulations” are known to them;
- a statement from the candidate as to whether they have previously been given an irrevocable failing grade for a master’s thesis at another institution under the jurisdiction of the German constitution, or are currently awaiting a pending examination procedure;
- if applicable, written confirmation of participation in an academic advising session due to failure to register for the culminating module within the standard period of study;
- a proposal regarding the topics for both parts of the master’s project, and regarding the two examiners;
- written confirmation that tuition and fees have been paid in accordance with the “Regulations for the payment of tuition and fees” for the program Sound Studies and Sonic Arts.

(2) The examination board reviews the registration requirements and grants extensions if necessary. If the prerequisites are not fulfilled after the extension period has passed, studies cannot be continued. If the requirements are fulfilled, authorization for the master’s project will be granted in accordance with the deadlines established in § 18.

§ 18 The culminating exam
(1) The culminating exam of the program is completed in the context of Module 10 (“Master’s project”). It should be demonstrated that the student being evaluated is able to to apply artistic/creative and theoretical/scientific methods to independently address a topic from their field within a given time period. The emphasis can be in the creative/artistic or theoretical/scientific domain, or it can be a project of a mixed form with influence from both areas. The master’s project consists of two parts (A and B), which are described in greater detail in the description of Module 10.
(2) The time allotted for completion is four months in all cases.

(3) The candidate has the right to submit a proposal for the topic of both components of the master’s project and the examiners. The final decision regarding the topic and the examiners is the responsibility of the examination board.

(4) The topics and scope selected for the master’s project must correspond to the period of time stipulated for its completion.

(5) The date of the approval of the topic, the date the master’s thesis is submitted, and the date of the presentation of the master’s thesis are to be recorded and put on file.

(6) When submitting the written component of the master’s project, the candidate must confirm in writing that the work has been written independently and no other sources have been used other than those specified, and that all quotations have been clearly identified as such. If content from the internet has been used, this must be identified as such. A print-out or an accessible data storage medium with the date, internet address (URL), and entire text of each internet source must be appended to the master’s thesis.

(7) A summary of the master’s thesis in digital form is to be provided for the university so that it may be published on the internet. Details regarding this provision, including possible exceptions, are regulated by the examination board.

(8) Three copies of the written component of the work are to be submitted to the examination board by the established deadline. The creative/artistic component of the work will be presented in its original medium in an exhibition or performed in a concert during the examination period determined. It is not possible to retract a submitted work. If the master’s project is not submitted by the established deadline, it will be evaluated as “insufficient/fail” (5.0).

(9) All components of the master’s project are to be reviewed and graded by two examiners. The evaluation process must be undertaken in accordance with § 11.

(10) If a project is first evaluated as “insufficient/fail” (4.1 or higher), the candidate can repeat the master’s module once, a second redo is not permitted.

§ 19 Module descriptions
(1) The module descriptions include details regarding:
   a) Objectives and course content
   b) Teaching and learning formats
   c) Prerequisites
   d) Applicability of the module
   e) Requirement(s) for the awarding of credit points
   f) Credit points and grades
   g) Frequency of offering
   h) Hours of work required
   i) Duration of the module.

(2) The module descriptions are part of the “Program Regulations.” In order to provide information to the students and as a measure of quality assurance, the module descriptions can be further specified and supplemented by the examination board.

§ 20 Credit system for class time, coursework, and evaluations
(1) Coursework and exams that are completed at other German or international institutions (within or outside of Europe), or in other programs at the Berlin University of the Arts, will be counted in accordance with the agreement from April 11, 1997 regarding the accreditation of higher education degrees in Europe (Lisbon Convention; “Bundesgesetzblatt” 2007 II, p. 712), on the condition that there are no significant differences. It is not a schematic comparison, but rather the overall consideration and overall assessment that is decisive. In the crediting of coursework completed at institutions abroad, equivalence agreements approved by the Conference of Ministers for Cultural Affairs and the Conference of University Rectors are to be taken into account. Additionally, the Central Office for Foreign Education Systems may be consulted if there is doubt regarding equivalency. The crediting of failed exams depends on their reproducibility. The examination board decides upon the application of the credit. If the request is rejected, the reason(s) must be provided in writing.

(2) Proficiencies acquired outside of institutions of higher education may account for up to half of the required credit points.

(3) Work and competences as described in paragraphs 1 and 2 may only be credited once.

§ 21 Unexcused absence, withdrawal, deception, breach of regulations
(1) An exam will be given the grade “insufficient/fail” (5.0) if the candidate fails to attend the exam or terminates it after it has begun without a valid reason.

(2) The reasons for the rescission or failure to attend the exam must be immediately submitted in writing to the examination board and proven credible. In the case of illness, the candidate must present a note from a doctor, and, if deemed necessary, will be called upon to present a certified medical attestation. If the examination board approves the reasons, a new date for the exam will be arranged. In this case, the results of previous exams will still be counted.

(3) If a candidate attempts to influence the result of an exam through deception or the use of non-approved support, the exam will be given a failing grade of “insufficient/fail” (5.0). The same applies if the deception first becomes apparent after the transcript has been issued. A candidate who disturbs the standard examination procedure may be excluded from the continuation of the exam by the exam administration or supervisor; in this case, the exam in question will be evaluated as “insufficient/fail” (5.0). In serious cases, the examination board may exclude the candidate from performing further examinations.

(4) If a candidate, without intention to deceive, passed an exam without having fulfilled the prerequisites for admission to that
exam, a fact which was only recognized after the transcript was issued, this conflict will be remedied by the successful completion of the exam. If the candidate deliberately wrongly obtained admission to the exam, the examination board may give the exam in question the grade “insufficient/fail” (5.0).

(5) Within a week, the student can request that decisions reached on the basis of paragraph 3 and 4 be reviewed by the examination board. The student must immediately receive written notification of any negative decisions, including an explanation and information on the legal remedies available.

§ 22 Authorization for data processing and inspection of examination files
(1) The examination board is authorized to process personal data as necessary in order to complete the tasks assigned to it. The transfer of data is only permitted on the basis of special legislation. The examination board may conduct anonymous internal statistical analyses.
(2) Examination documents will be kept on file. The files are to be compiled and maintained by or on behalf of the examination board. Written evaluations are to be kept on file two years after the completion of the program. Non-written evaluations, particularly artistic work, can be documented in digital form. The retention period for documentation in digital form is two years.
(3) Within one year following the completion of an exam, a candidate may be granted access to their examination documents in due course upon request. The examination board, in agreement with the responsible authority at the Berlin University of the Arts, shall determine the place and time of the inspection.

§ 23 Examination protocols
For each exam, one of the examiners or a member of the examination board must complete a written record, which is then to be signed by examiner or by the chair of the examination board, and by the keeper of the minutes, and placed in the candidate’s exam file. The minutes must, in addition to the name of the candidate, contain the following information:
- Time and place of the exam,
- name of the examiner and the keeper of the minutes,
- examination topics and questions/tasks,
- essential information regarding the procedure and duration of the exam,
- the grade, and
- any unusual incidents regarding interruptions or deception.

§ 24 Validity, expiration, and transitional arrangements
(1) These examination regulations will come into force on the day after their publication in the “UdK-Anzeiger,” taking effect starting in winter semester 2017/2018.
(2) The examination regulations for the master’s program Sound Studies from July 3, 2013 (UdK-Anzeiger 2/2014 from March 12, 2014) will be discontinued at this time.
(3) By way of derogation from paragraph 2, students who are currently enrolled may conclude their studies in accordance with the previously existing regulations. The last examinations based on the regulations from July 3, 2013 will take place in winter semester 2018/2019.
Regulations for admission to the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts

November 2, 2016

On the basis of section 71, paragraph 1, sentence 1 (No. 1) of the law governing institutions of higher education in the federal state of Berlin (Berliner Hochschulgesetz –BerlHG), as amended on July 26, 2011 (“Gesetz- und Verordnungsblatt,” p. 378) and most recently amended on May 9, 2016 (GVBl p. 226), the Institutional Council of the Central Institute for Further Education of the Berlin University of the Arts decided upon the following regulations on November 2, 2016:

§ 1 Requirements for admission
§ 2 Application for admission
§ 3 Admissions procedure
§ 4 Decision process
§ 5 Admissions committee
§ 6 Public access
§ 7 Protocol
§ 8 Credit system for class time, coursework, and evaluations
§ 9 Validity, expiration

§ 1 Requirements for admission
(1) The following entrance requirements must be met in order to study in the postgraduate master’s program Sound Studies and Sonic Arts:
   a) a completed degree at the Berlin University of the Arts or another higher institution of the arts or sciences under the jurisdiction of German Basic Law or a comparable degree spanning at least six semesters in Germany or abroad;
   b) generally at least one year of professional experience working with sound;
   c) artistic and creative talent in consideration of theoretical and practical content of the course, which will be determined by an entrance exam, and
   d) English language skills already equivalent to the qualification level C1 of the European Framework.
   e) Pursuant to section 6, paragraph 5 of the regulations governing study interests (“Satzung für Studienangelegenheiten”) at the Berlin University of the Arts, an exemption from the obligation to prove German language skills applies.
(2) In certain justified cases, admission may be granted based on qualification acquired through professional experience. These competencies and abilities will be measured by an aptitude test coinciding with the entrance exam, which will then be evaluated by the program’s admissions committee. This aptitude test will serve to determine whether the professional experience may be deemed equivalent to a completed initial qualifying degree as defined by the established framework for German university degrees (using a bachelor’s degree as a general point of reference). The formal requirement for equivalency is five years of intensively working in the field of sound. This work may have taken place in artistic, creative, conceptual or theoretical/scientific fields.

§ 2 Application for admission
(1) The application for admission requires a written application form, and, if applicable, the equivalent form completed online. The application must be submitted to the office of matriculation and examinations by the established deadline. After this deadline, no more applications will be possible until the next admissions cycle. A new group of students is admitted every year for the winter term.
(2) The application form is to be accompanied by:
   a) A curriculum vitae in tabular form,
   b) information about professional experience,
   c) a work sample in the form of creative work with sound or sound design, or an academic text,
   d) proof of previous coursework and/or completed programs,
   e) statement of motivation for studying in the program, and
   f) proof of English language skills qualifying at a level C1 as defined by the European Framework.

§ 3 Admissions procedure
(1) Each applicant who has met the formal requirements must then follow the admissions procedure. The purpose of this procedure is to determine the artistic and creative abilities of the applicant in consideration of the theoretical and practical content of the program. The admissions procedure consists of a pre-selection and an entrance exam.
(2) The pre-selection shall be carried out on the basis of the work samples submitted by the applicants. Applicants will be selected for the entrance exam if the work they submit demonstrates a level of skill sufficient for studies in the master’s program Sound Studies and Sonic Arts.
(3) The entrance exam consists of the completion of one or more artistic/creative or theoretical/scientific exercises as well as a discussion of a particular subject.
(4) As a rule, the application procedure will take place every winter semester for students entering the program the following winter semester.

§ 4 Decision process
(1) The candidates will be admitted to the program if they have demonstrated the artistic and creative abilities necessary to take part in the program in consideration of its theoretical and practical content, have fulfilled the prerequisites outlined in § 2, paragraph 2, and have demonstrated sufficient language skills as described in § 1, sentence 1d.
(2) The candidates will be notified of the results in writing after the deliberations are concluded. Negative decisions will be communicated to the candidate with justification and information on the right to appeal.
(3) Admission will generally be valid for the following academic year. Any exceptions must be decided upon by the admissions committee.
The payment of tuition and fees is required for enrollment in the program. The further details are governed by the “Regulations for the Payment of Tuition and Fees” made available for the program Sonic Studies and Sonic Arts at the Central Institute of Further Education at the Berlin University of the Arts.

§ 5 Admissions committee
(1) The admissions procedure is to be presided over by an admissions committee. This committee consists of an uneven number of members, including full-time university faculty, who comprise the majority, as well as independent academic staff who are preferably also lecturers in the program Sound Studies and Sonic Arts. The chairperson of the committee of the admissions committee and his or her deputy may only be full-time faculty members. The decisions of the committee will be made based on the vote of the majority of its members. Abstentions are not permitted. The term of office for the members is two years.
(2) Two students, preferably from the master’s program Sound Studies and Sonic Arts, will additionally be present at the meeting with the right to voice their opinion.
(3) The committee, including its chairperson, shall be appointed by the institutional council of the Central Institute for Further Education (ZIW) at the Berlin University of the Arts.

§ 6 Public access
In addition to applicants, students and members of the Berlin University of the Arts may attend the entrance exams as auditors if sufficient space is available. Priority will be given to the applicants. Deliberation and decisions regarding admissions will not be made public.

§ 7 Protocol
A protocol must be completed for every step of each entrance exam. The minutes must contain the names of the admissions committee members, the name of the candidate, the place, date, and time of the exam, the assessment, the results of the votes, and if appropriate, the reasons for rejection. The minutes are to be signed by the chairperson of the admissions committee and the individual in charge of keeping the minutes.

§ 8 Credit system for class time, coursework, and evaluations
The details for this course of study are governed by the “Examination Regulations” as amended.

§ 9 Validity, expiration
(1) These admission regulations will come into force on the day after their publication in the “UdK-Anzeiger,” taking effect for the admissions procedure for winter semester 2017/2018.
(2) The admission regulations for the master’s program Sound Studies from July 3, 2013 (UdK-Anzeiger 2/2014 from March 12, 2014) will be discontinued at this time.
Regulations for the payment of tuition and fees for enrollment in the postgraduate master’s program Sound Studies and Sonic Arts at the Central Institute for Further Education at the Berlin University of the Arts

November 2, 2016

Based on section 2, paragraph 8 in conjunction with section 71, paragraph 1 nr. 1 of the law governing institutions of higher education in the federal state of Berlin (“Berliner Hochschulgesetz” - BerHG) as reformulated on July 26, 2011 (“Gesetz- und Verordnungsblatt,” p. 378) and last amended on May 9, 2016 (GVBl. p. 226), the institutional council of the Central Institute for Further Education at the Berlin University of the Arts decided upon the following ordinance on November 2, 2016:

§ 1 Applicability and responsibility
§ 2 Tuition and fees
§ 3 Payment, reimbursement, termination of studies
§ 4 Validity, expiration

§ 1 Applicability and responsibility
The Berlin University of the Arts charges tuition for enrollment in the program Sound Studies and Sonic Arts. The cost of the program is determined by the president of the university under the advisement of the institutional council of the Central Institute for Further Education at the Berlin University of the Arts. The academic senate of the Berlin University of the Arts is to be notified of any changes to the amount charged.

§ 2 Tuition and fees
(1) Tuition is 16,200 EUR for the entire program.
(2) In special cases, a request for tuition reduction based on economic need and the social situation of an applicant may be submitted to the head of the Institute for Further Education.
(3) Matriculation and registration fees, mandatory student union contributions, and all other fees incurred by enrollment and re-registration (for example, for the “Semesterticket” for public transportation) remain unaffected by this statute and are to be paid to the Berlin University of the Arts each semester in addition to the program’s tuition.
(4) By way of derogation from paragraph 1, the tuition for the first class entering the master’s program Sound Studies and Sonic Arts will be reduced to 14,400 EUR due to a limited course selection in their second semester and limited possibility for exchange with cohorts from other class years, as well as the pilot character of the program.

§ 3 Payment, reimbursement, termination of studies
(1) The responsibility for tuition begins with matriculation following the official notice of acceptance. The tuition is to be paid on the following schedule:
   a) As a part-time program:
      — Initial payment of 1,800 EUR prior to matriculation, followed by
      — First installment: 2,400 EUR by October 1st of the first year of the program (or 1,500 EUR for the first entering class in accordance with section 2, paragraph 4),
      — Second installment: 2,400 EUR by April 1st of the first year of the program (or 1,500 EUR for the first entering class in accordance with section 2, paragraph 4),
      — Third installment: 2,400 EUR by October 1st of the second year of the program,
      — Fourth installment: 2,400 EUR by April 1st of the second year of the program,
      — Fifth installment: 2,400 EUR by October 1st of the third year of the program, and
      — Sixth installment: 2,400 EUR by April 1st of the third year of the program.
   b) As a full-time program:
      — Initial payment of 1,800 EUR prior to matriculation, followed by
      — First installment: 3,600 EUR by October 1st of the first year of the program (or 2,700 EUR for the first entering class in accordance with section 2, paragraph 4),
      — Second installment: 3,600 EUR by April 1st of the first year of the program (or 2,700 EUR for the first entering class in accordance with section 2, paragraph 4),
      — Third installment: 3,600 EUR by October 1st of the second year of the program, and
      — Fourth installment: 3,600 EUR by April 1st of the second year of the program.
(2) Admission to the program can only be granted if the candidate agrees with the terms of the tuition payments. It is also possible to pay multiple installments or the total sum of the tuition in advance.
(3) If the program is never begun or if it is discontinued within a period of four weeks following the commencement of studies, the first installment will be reimbursed in accordance with paragraph 1. However, the initial payment will not be refunded. It may be refunded in certain justified cases if the decision to not attend the program is communicated four weeks before the program begins at the very latest. In the case of cancellation, the tuition still must be paid in full in accordance with paragraph 1 until the time at which the program is discontinued. The subsequent installments will be remitted.

§ 4 Validity, expiration
(1) These regulations for the payment of tuition and fees for the postgraduate master’s program Sound Studies and Sonic Arts at the Berlin University of the Arts will come into force on the day after their publication in the “UdK-Anzeiger” and apply to students
entering the program beginning winter semester 2017/2018.

(2) The previous regulations for the payment of tuition and fees for the postgraduate master’s program Sound Studies from January 15, 2014 (UdK-Anzeiger 01/2014 from February 17, 2014), as amended for the first time on June 4, 2014 (UdK-Anzeiger 05/2014 from August 18, 2014), will expire with the ex-matriculation of the last students in the master’s program Sound Studies.