

Announcements

ISSN in allocation

Official Gazette of Freie Universität Berlin

5/2024, February 20, 2024

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Announcement:

Establishment of the Master's program in Economic Systems

In a letter dated February 1, 2024, the Senate Administration for Science, Health, and Nursing granted its approval for the establishment of the master's program in Economic Systems at the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade for the 2024/2025 winter semester.

Admission regulations for the master's program in Economic Systems at the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade

Preamble

Based on § 14 (1) sentence 1 no. 2 of the Basic Regulations (trial model) of Freie Universität Berlin dated October 27, 1998 (FU Communications No. 24/1998) in conjunction with Section 15 of the Act on Admission to Higher Education Institutions in the State of Berlin in Restricted-Admission Degree Programs (Berlin Higher Education Admission Act – BerlHZG), in the version published on October 9, 2019 (GVBI. p. 695), last amended on July 5, 2022 (GVBI. p. 450), in conjunction with § 10 (5) sentence 2 of the Act on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act – BerlHG) in the version published on July 26, 2011 (GVBI. p. 378), last amended on July 11, 2023 (GVBI. p. 260), the Institute Council of the Central Institute for Eastern European Studies at Freie Universität Berlin has October 26, 2023, the following statutes:¹)

**§ 1
Scope**

These statutes regulate access to studies in accordance with § 10 (5) sentence 2 BerlHG and the selection procedure for the allocation of study places in accordance with § 15 (1) No. 1 BerlHZG for the Master's program in Economic Systems at the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade (Master's program). This is a consecutive master's program in accordance with § 23 (3) sentence 1 no. 1 letter a BerlHG.

**§ 2
Study places and application**

- (1) The number of study places available for the master's program is determined in the admission regulations of Freie Universität Berlin for each admission date.
- (2) The application for admission must be submitted electronically using the online application system to the Presidium of Freie Universität Berlin – Admissions Office.
- (3) The application deadline is May 31 of each year.

¹ These statutes were approved by the Executive Board of Freie Universität Berlin on January 3, 2024, and by the Senate Administration responsible for universities on February 1, 2024.

(4) The application for admission to the program must be accompanied by first professionally qualifying university degree in accordance with § 3 (1) in the form specified by the Presidium of Freie Universität Berlin – Application and Admission Department.

(5) Admission to the master's program may also be applied for if the professional qualification referred to in § 3 (1) cannot yet be presented due to the lack of individual examination results and if, based on the course of study to date, in particular the examination results to date, it can be expected that the professional qualification referred to in § 3 (1) before the start of the master's program and the requirements for admission to the master's program based on § 3 (2) are also fulfilled in a timely manner. This expectation is met in particular if at least two-thirds of the total workload has been assessed, the thesis has been registered, and a plan for the thesis has been submitted, according to which the thesis is expected to be completed before the start of the master's program. The application is included in the selection process with the average grade determined on the basis of the applicant's previous examination performance as evidenced by the current transcript of records to be submitted by the applicant. In this case, the result of the professional qualification degree is not taken into account.

(6) Freie Universität Berlin is not obliged to investigate the facts of the case ex officio.

**§ 3
Admission requirements**

(1) The admission requirement for the master's program is a professional qualification from a German or equivalent foreign university in economics or statistics or another subject with at least 60 credit points (CP) in economic theory, mathematics, statistics, or econometrics. These 60 CP must be proven independently of the status of the undergraduate degree.

(2) In addition, applicants must demonstrate proficiency in English at level C1 of the Common European Framework of Reference for Languages (CEFR).

(3) Applicants are exempt from providing proof of German language proficiency.

(4) The examination board of the Central Institute for Eastern European Studies at Freie Universität Berlin, which is responsible for the master's program, will decide on the equivalence of the evidence submitted.

§ 4

Selection quota, selection criteria, organizational matters

(1) 80% of the study places remaining available after the preliminary quotas have been taken into account will be allocated through the selection procedure regulated in these statutes (university quota). 20% of the study places will be allocated on the basis of § 15 (1) sentence 1 no. 2 BerlHZG. The quota specified in § 15 (1) sentence 3 BerlHZG is 5%.

(2) In the master's program, selection is based on:

1. the level of qualification, which is measured by the results of the examination in the previous degree program (§ 15 (2) sentence 1 no. 1 BerlHZG),
2. additional qualifications acquired outside of university studies (Section 15 (2) sentence 1 no. 5 BerlHZG).

(3) In the selection process, selection points are awarded for the criteria specified in paragraph 2 no. 1 and no. 2. The maximum number of points that can be achieved is 100.

(4) For the selection criterion according to paragraph 2 no. 1, up to 60 selection points are awarded in accordance with Appendix 1, depending on the average grade achieved in the previous degree certificate.

(5) For the selection criterion according to paragraph 2 no. 2, up to 40 selection points are awarded in accordance with Appendix 2. Qualifications acquired outside of higher education must be relevant to the degree program and provide information about the applicant's particular suitability for the master's degree program. Qualifications that are particularly relevant to the program and informative are those acquired in the course of practical work or involvement in international or business-related institutions or organizations for a minimum of 300 hours, as well as region-specific qualifications acquired during stays of at least three months in Eastern Europe, Russia, and Eurasia. The respective qualifications must be presented in a tabular overview and verified by a certificate.

(6) At least two selection officers shall be appointed to carry out the selection process. These shall be appointed by the chair of the

Central Institute for Eastern European Studies on behalf of the Presidium of Freie Universität Berlin. They must be authorized to conduct examinations in the master's program and be employed full-time by Freie Universität Berlin. Substitutes are not permitted.

§ 5

Admission decision

(1) The decision on selection is made by the Presidium of Freie Universität Berlin – Application and Admission Department – after completion of the selection process on the basis of the results achieved in the selection process and the ranking determined from these results.

(2) Selected applicants will receive a letter of admission specifying a deadline for accepting the place and enrolling. If this deadline is not met, the place will be reallocated.

(3) Applicants who have been selected on the basis of their transcript will receive conditional admission and can enroll for the first semester on a temporary basis. As a rule, at the end of the first semester, the professional qualification referred to in § 3 (1) must be presented and proof of the associated requirements must be provided. If proof is not provided by the deadline, admission will expire.

(4) Applicants who are not admitted will receive a letter of rejection stating the reasons.

(5) The documents submitted in the selection process must be retained until the decision becomes final and, in the event of a legal dispute, until a final decision is reached.

§ 6

Entry into force

These statutes shall enter into force on the day after their publication in the FU-Mitteilungen (official gazette of Freie Universität Berlin).

Appendix 1
(re § 4 (4))

Assignment of selection points to the average grade shown on the transcript of the previous degree in accordance with § 4 (4)

Average grade	Selection points
1.0	60
1.1	58
1.2	56
1.3	54
1.4	52
1.5	50
1.6	48
1.7	46
1.8	44
1.9	42
2.0	40
2.1	38
2.2	36
2.3	34
2.4	32
2.5	30
2.6	28
2.7	26
2.8	24
2.9	22
3.0	20
3.1	18
3.2	16
3.3	14
3.4	12
3.5	10
3.6	8
3.7	6
3.8	4
3.9	2
4.0	0

Appendix 2
(re § 4 (5))

Allocation of selection points for additional qualifications acquired outside of university studies pursuant to Section 4 (5)

Additional qualifications	Selection points
• acquired through internships/vocational training/professional practice:	
related to economics/statistics in multinational companies, international organizations, global and national think tanks, non-profit or civil society organizations	
for a minimum of 600 hours for a minimum of 300	20
hours	10
Related to other fields in multinational companies, international organizations, global and national think tanks, non-profit or civil society organizations	
at least 600 hours at least 300 hours	10
• acquired through stays in Eastern Europe, Russia, and Eurasia:	5
with the aim of obtaining region-specific qualifications (in particular intercultural competence and language skills)	
for a minimum of six months for a minimum of three	20
months	10

Study and examination regulations for the master's program in Economic Systems at the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade

Preamble

Based on Section 14 (1) sentence 1 no. 2 of the Basic Regulations (pilot model) of Freie Universität Berlin dated October 27, 1998 (FU Communications No. 24/1998) in conjunction with Section 83 (1) of the Act on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act – BerlHG) in the version published on July 26, 2011 (GVBl. p. 378), last amended on July 11, 2023 (GVBl. p. 260), the Institute Council of the Central Institute for Eastern European Studies at Freie Universität Berlin adopted the following study and examination regulations for the master's program in Economic Systems at the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade on October 26, 2023⁽²⁾

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² This regulation was confirmed by the Executive Board of Freie Universität Berlin on January 25, 2024.

**§ 1
Scope**

These regulations govern the objectives, content, and structure of the master's program in Economic Systems offered by the Central Institute for Eastern European Studies at Freie Universität Berlin in cooperation with the Faculty of Economics and Business at the University of Belgrade (master's program) and in addition to the framework study and examination regulations of Freie Universität Berlin (RSPO) requirements and procedures for the completion of coursework and examinations (performance) in the master's program.

**§ 2
Qualification objectives**

(1) Graduates of the master's program are familiar with complex theoretical models and modern empirical methods of comparative and international economics. They are able to analyze and interpret socio-economic and economic policy developments and situations in emerging economies, particularly in Eastern, Central Eastern, and Southeastern Europe (hereinafter collectively referred to as Eastern Europe), either independently or in working groups, and to evaluate them from a comparative economics perspective and in an international context. They are able to develop project solutions and assess their effects, even in times of global and institutional uncertainty, and to propose necessary guidelines, regulations, and activities in this context. Graduates of the master's program are able to apply international practices of modern education and information technologies and to work in the field of development economics and policy. In particular, they are able to conduct economic analyses from an interdisciplinary perspective. Graduates are familiar with the fundamentals and general principles of scientific work and good scientific practice and can apply these in scientific activities.

(2) Graduates possess professionally relevant social skills, particularly intercultural, diversity, and gender-specific competencies. They have an understanding of national, transregional, and global processes. They possess higher-level skills and competencies such as moderation and presentation skills, critical thinking, and problem-solving skills.

(3) The master's program provides the scientific foundations and practical experience for working as an economic expert for emerging countries in the following areas, among others: economic analysis and economic consulting in the public and private sectors, international organizations, non-governmental organizations (NGOs), and scientific institutions. In addition, the master's program qualifies students for doctoral studies in economics in accordance with the respective admission requirements.

§ 3 Course content

(1) The master's program teaches general theoretical and empirical economic skills (microeconomics, macroeconomics, econometrics) that build on the foundations of a previously completed economics or mathematics-oriented degree program. The program introduces comparative, international, and institutional aspects of economics, with a regional focus on emerging economies, particularly Eastern Europe. In addition, practical and theoretically in-depth knowledge of interdisciplinary area studies, with a focus on Eastern Europe, is imparted. In geographical terms, the concept of Eastern Europe used here encompasses Russia and the post-Soviet states as well as Eastern Central and Southeastern Europe. The principles of scientific work and good scientific practice are taught and applied. The program provides an introduction to scientific work.

(2) The program imparts theoretical and practical knowledge relating to Southeast Europe and the entire post-socialist region, highlighting regional characteristics. Students critically examine current economic and political issues in Southeast Europe and work in groups to develop useful analyses. In doing so, they practice taking an interdisciplinary perspective. They work on complex tasks in small teams, with leadership changing hands during the various stages of the work. In seminar discussions, students present their findings and practice communicating them to various target groups. Students examine gender and diversity aspects in work processes and are encouraged to continuously reflect on and apply these insights critically. New tasks assigned to them are completed within set deadlines and evaluated in the courses. They plan the implementation of smaller goals they have set themselves, reflecting on the possible social, economic, and cultural implications. In doing so, they jointly select the appropriate means and independently acquire the necessary knowledge.

§ 4 Study counseling and subject counseling

(1) General academic advising is provided by the Central Office for Academic Advising and Psychological Counseling at Freie Universität Berlin.

(2) Subject-specific advising is provided by the university lecturers who offer courses in the master's program during their regular office hours. In addition, at least one student employee is available for advising. It is also recommended that students discuss their individual course of study with the program coordinator.

(3) In particular, students who have achieved less than one-third of the required credit points for their current degree program will be offered academic advising to promote successful continuation of their studies at the latest after half of the standard period of study has elapsed.

§ 5 Examination Board

The examination board appointed by the Institute Council of the Central Institute for Eastern European Studies at Freie Universität Berlin for the master's program is responsible for organizing the examinations and the other tasks specified in the RSPO.

§ 6 Standard period of study

The standard period of study is four semesters.

§ 7 Structure and organization; scope of achievements

(1) In the master's program, a total of 120 credit points (CP) must be earned, 105 CP in the modules and 15 CP in the master's thesis. In addition to studying at Freie Universität Berlin for 60 CP, students must complete a mandatory study abroad program at the Faculty of Economics and Business at the University of Belgrade for 60 CP.

(2) The studies at the Faculty of Economics and Business at the University of Belgrade, worth 60 CP, are divided into the following areas:

1. Basic area comprising 55 LP, in which the following modules must be completed:
 - a) Compulsory modules:
 - Module: Mathematics and Modeling (5 LP)
 - Module: Applied Microeconomics (5 LP)
 - Module: Intermediate Public Finance (5 LP)
 - Module: Intermediate Econometrics (5 LP)
 - Module: Microeconometrics (6 LP)
 - Module: Policy Analysis and Impact Evaluation (6 LP)
 - Module: Machine Learning and Data Mining (5 LP)
 - Module: Intermediate Macroeconomics (6 LP)
 - Module: Applied Macro-Finance (6 CP)
 - b) Elective modules: One module must be selected and completed from the following two modules:

- Module: Growth Theory and Economic Policy (6 CP) or
- Module: Topics in Economics (6 LP)

2. Professional practice area worth 5 CP: The following module must be completed.

- Module: Professional Development – Internship and Language Course (5 CP)

(3) The program at Freie Universität Berlin comprises a specialization area worth 45 LP and a master's thesis worth 15 LP. The following modules must be completed:

- Module: Economies of Russia, Eastern Europe, and Eurasia (10 LP)
- Module: Comparative Economics (10 LP)
- Module: Research and Writing (5 LP)
- Module: Selected Topics in Economics (12 LP)
- Module: Selected Topics in East European Studies (8 LP)

The latter two modules offer a choice of content.

(4) Information on admission requirements, content and qualification objectives, teaching and learning methods, time commitment, forms of active participation, coursework to be completed, information on the obligation to regularly participate in the teaching and learning methods, the credit points assigned to each module, the standard duration, and the frequency of the modules in the master's program can be found in the module descriptions in Appendix 1.

(5) The recommended course of study is outlined in the sample study plan in Appendix 2.

. They serve to impart the basic knowledge necessary for scientific work. The primary forms of work are discussions based on assignments from self-study and group work. Students can actively participate in shaping the courses.

3. Seminar (S): Seminars serve to impart knowledge of a specific subject area and to acquire the skills to work independently on a question, present the results, and discuss them critically. The primary forms of work are seminar discussions based on teaching materials, preparatory reading (specialist literature and sources), work assignments, and group work.

4. Advanced seminar (VS): Advanced seminars serve to thoroughly examine exemplary topics and to practice independent academic work. The primary forms of work are seminar discussions based on teaching materials, preparatory reading of specialist literature and sources, written and/or oral work assignments, and group work.

5. Teaching research project (LFP): A teaching research project serves to integrate theoretical knowledge and methodological expertise in order to gain initial research experience and enables students to design a larger research project.

(2) The teaching and learning formats described in paragraph 1 can be implemented in blended learning arrangements. In this case, classroom-based learning is combined with electronic, internet-based media (e-learning). Selected teaching and learning activities are offered via the central e-learning applications of Freie Universität Berlin and are completed by students individually or in groups, either independently and/or with supervision. Blended learning can be used in the implementation phase (exchange and discussion of learning objects, solving tasks, intensifying communication between learners and teachers) or in the follow-up phase (learning success control, transfer support).

§ 8 Teaching and learning formats

(1) The following teaching and learning formats are offered as part of the curriculum at Freie Universität Berlin:

1. Lecture (V): Lectures provide an overview of a larger subject area and its methodological and theoretical foundations and, where applicable, knowledge of a specific subject area and its research problems, thus serving to present general contexts and theoretical foundations. The primary form of teaching is a presentation by the respective instructor.
2. Introductory course (EK): Introductory courses use examples to introduce fundamental questions and contexts as well as methodological and theoretical foundations

§ 9 Master's thesis

(1) The master's thesis should demonstrate that the student is able to independently work on a topic in the field of comparative or international economics at an advanced academic level and to present the results appropriately in writing, classify them scientifically, and document them.

(2) Students will be admitted to the master's thesis upon application if they can prove at the time of application that they

1. were last enrolled in the master's program at Freie Universität Berlin and
2. have already completed modules of the master's program totaling at least 60 LP.

(3) The application for admission to the master's thesis must be accompanied by evidence that the requirements specified in paragraph 2 have been met, as well as a certificate from a Freie Universität Berlin faculty member authorized to conduct examinations confirming their willingness to supervise the master's thesis. The second supervisor should preferably be appointed from the University of Belgrade. The topic of the master's thesis shall be agreed upon with the supervisor. The application for admission to the master's thesis shall be submitted to the examination office of the Institute for Eastern European Studies. The responsible examination board shall decide on the application. If a certificate confirming the willingness to supervise the master's thesis in accordance with sentence 1 is not submitted, the examination board shall appoint a supervisor.

(4) The examination committee shall determine the topic of the master's thesis in consultation with the supervisor. The topic and task must be such that the thesis can be completed within the allotted time. The module "Research and Writing" (5 CP) must be taken in the summer semester to accompany the master's thesis. The assignment and deadline must be recorded.

(5) The master's thesis should comprise approximately 10,000 words and be written in English. If a student was prevented from working on the thesis for more than three months for a valid reason, the examination board will decide whether the master's thesis must be resubmitted. If the examination board requires the thesis to be resubmitted, the examination performance with regard to the master's thesis shall be deemed not to have been undertaken.

(6) The deadline for the master's thesis is 18 weeks and begins at the end of April when the examination board assigns the topic. The topic may be returned once within the first two weeks and is then considered not to have been assigned. Upon submission, the student must certify in writing that they have written the master's thesis independently and have not used any sources or aids other than those specified. The master's thesis must be submitted in electronic form in Portable Document Format (PDF). The PDF file must contain the text in a machine-readable form and not just as graphics; furthermore, it must not be subject to any restrictions on rights.

(7) The master's thesis must be evaluated within six weeks by two examiners appointed by the examination board, who must provide a written justification

. One of the examiners should be the supervisor of the master's thesis. The grade for the master's thesis is calculated as the arithmetic mean of the grades given by the two examiners. The master's thesis is passed if the grade for the master's thesis is at least "sufficient" (4.0).

(8) The recognition of a piece of work for the master's thesis is permissible and can be applied for at the examination board. The prerequisite for such recognition is that the examination conditions and the task of the submitted work do not differ significantly in terms of quality, level, learning outcomes, scope, and profile.

§ 10 Repeating examinations

(1) In the event of failure, the master's thesis may be repeated twice and other course-related examinations may be repeated three times.

(2) Examination performances graded "sufficient" (4.0) or better may not be repeated.

§ 11 Study abroad

(1) As part of the master's program, the first and second semesters are studied at the Faculty of Economics and Business at the University of Belgrade and the third and fourth semesters at Freie Universität Berlin.

(2) The credits earned while studying abroad are part of the master's program. The master's coordinators responsible for the master's program support students in planning and preparing for their studies abroad. They inform students about the possibility of financial support for travel and living expenses.

§ 12 Completion of studies

(1) The prerequisite for graduation is that the requirements specified in §§ 7 and 9 have been met.

(2) Graduation is excluded if the student has definitively failed to complete coursework or examinations at a university in the same degree program or in a module that is identical or comparable to one of the modules to be completed in the master's degree program and to be taken into account in determining the overall grade.

or is in a pending examination procedure.

(3) The application for confirmation of completion of studies must be accompanied by evidence that the requirements set out in paragraph 1 have been met and a declaration that none of the cases set out in paragraph 2 apply to the applicant. The decision on the application shall be taken by the relevant examination board.

(4) (The grades for the work completed at the Faculty of Economics and Business at the University of Belgrade will be forwarded to the examination board by the relevant department there. The following conversion table applies:

Overall Result	UB-FEB Scale	FUB Scale
Positive ("Pass")	10	1.0
	9	1.7
	8	2.3
	7	3.0
	6	4.0
Negative ("Fail")	5	5

(6) The overall grade is based equally on the work completed at the Faculty of Economics and Business at the University of Belgrade and the work completed at Freie Universität Berlin, including the master's thesis.

(7) Upon passing the examination, the academic degree Master of Science (M.Sc.) is awarded by Freie Universität Berlin. Students receive

1. a transcript and a certificate from Freie Universität Berlin (Appendices 2 and 3, in English, with a duplicate in German available upon request),
2. a diploma supplement (English and German version).

In addition, a transcript supplement with details of the individual modules and their components (transcript) will be issued.

§ 13
Entry into force

This regulation shall enter into force on the day after its publication in the FU-Mitteilungen (official gazette of Freie Universität Berlin).

Appendix 1: Module descriptions

Explanatory notes:

Unless reference is made to other regulations, the following module descriptions specify the following for each module of the master's program

- the name of the module,
- the person responsible for the module,
 - the prerequisites for admission to the respective module, the content and qualification objectives of the module,
- the teaching and learning methods of the module,
- the amount of student work required to successfully complete a module,
- forms of active participation,
- the forms of examination,
- the obligation to attend regularly,
- the credit points assigned to the modules,
- the standard duration of the module,
- the frequency of the offering, and
- the applicability of the module.

The information on the time required for the course takes into account, in particular

- active participation during the attendance period,
- the time required to complete minor tasks during the attendance period,
- the time required for independent preparation and follow-up work,
- the processing of study units in the online study phases,
- the immediate preparation time for examinations, and
- the examination time itself.

The time specifications for self-study (including preparation and follow-up work, exam preparation) are guidelines and are intended to help students organize their time for the work required for each module. The information on the workload corresponds to the number of credit points assigned to the respective module as a unit of measurement for the student workload that must be completed in order to successfully complete the module. One credit point corresponds to 30 hours.

Insofar as regular attendance is mandatory for the respective teaching and learning formats, this is a prerequisite for acquiring the credit points assigned to the respective module, in addition to active participation in the teaching and learning formats and the successful completion of the examination requirements for a module. Regular attendance is deemed to have taken place if at least 85%

% of the attendance time specified in the teaching and learning formats of a module has been attended.

For each module, the corresponding module examination must be taken, if provided for. Modules are completed with only one examination (module examination). The module examination must relate to the qualification objectives of the module and exemplarily assesses the achievement of the module's objectives. The scope of the examination is limited to what is necessary for this purpose. In modules in which alternative forms of examination are provided for, the form of examination for the respective semester must be determined by the responsible teacher no later than the first course date.

Active and regular participation in teaching and learning activities and successful completion of the examinations for a module are prerequisites for acquiring the credit points assigned to the respective module. For modules without a module examination, active and regular participation in teaching and learning activities is a prerequisite for acquiring the credit points assigned to the respective module.

Module: Economies of Russia, Eastern Europe, and Eurasia					
University/Central Institute/Teaching Unit: Freie Universität Berlin/Institute for Eastern European Studies/Eastern Europe					
Module responsibility: Lecturer of the module					
Admission requirements: none					
Qualification objectives: Students will acquire in-depth knowledge of approaches to economic history research and modern institutional economics, with a particular focus on the historical development of emerging economies, especially in Eastern Europe. They are able to analyze and predict the long-term formation and economic significance of institutions from a comparative perspective, as well as their influence on historical, contemporary, and future institutional and economic developments.					
Contents: The module builds on basic models of comparative economic research, economic history, and institutional economics. The focus is on questions of long-term connections in the political economy of the empires of Eastern Europe, socialism, and post-socialist transformation. Topics include the historical economic systems of Russia, Austria-Hungary, Germany, and the Ottoman Empire, the analytical and structural determinants of communist planned economic organization, and the political economy of structural reforms in Russia, Eastern Europe, and Eurasia.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Discussion contribution, presentation	Attendance time S 30 Preparation and follow-up S 60		
Introductory course	2		Attendance time S 30 Preparation and follow-up work S 60 Exam preparation and exam 12		
Module exam	Term paper (approx. 4,000 words)				
Module language	English				
Regular attendance required	Yes				
Total workload	300 hours	10 LP			
Duration of the module	One semester				
Frequency	Every winter semester				
Usability	Master's programs in Economic Systems, Eastern European Studies				

Module: Comparative Economics				
University/Central Institute/Teaching Unit: Freie Universität Berlin/Institute for Eastern European Studies/Eastern Europe				
Module responsibility: Lecturer of the module				
Admission requirements: none				
Qualification goals: Students will become familiar with advanced approaches to comparative economic systems and political economy, with a particular focus on economic transformations in Eastern Europe, and will understand the economic significance of institutions from a comparative perspective. They will master the necessary mathematical tools, such as the methods of limited optimization and stochastic modeling. They will be able to analyze game theory models of the long-term effects of institutional change in Eastern Europe.				
Contents: The module teaches the basic models of comparative economic research. The focus is on issues of political economy, resource and environmental economics, and economic history. There is a strong, but not exclusive, interest in the applications of game theory in the field of institutions. Topics include comparative financial systems, capitalism under democracy and dictatorship, culture and economics, the dynamic allocation of exhaustible natural resources, the regulation and transition of energy markets, public choice theory, and the economics of political decision-making processes. The contrast between the transformation paths of Russia and China is a central component of the teaching and research program.				
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)	
Seminar	2	Discussion contribution, presentation	Attendance time S 30 Preparation and follow-up work S 60	
In-depth seminar	2		Attendance time VS 30 Preparation and follow-up VS 60 Exam preparation and exam 12	
Module exam	Written exam (90 minutes), in electronic form if necessary			
Module language	English			
Regular attendance required	Yes			
Total workload	300 hours	10 LP		
Duration of the module	one semester			
Frequency of the course	Every summer semester			
Usability	Master's programs in Economic Systems, Eastern European Studies			

Module: Research and Writing			
University/Central Institute/Teaching Unit: Freie Universität Berlin/Eastern European Studies/Eastern Europe			
Module coordinator: Lecturer of the module			
Admission requirements: none			
Qualification goals: Students will be able to plan a larger academic project, independently develop a research question, and systematically explain their approach to answering this question.			
Contents: The module serves to systematize existing knowledge of scientific work and sharpen it with regard to writing the thesis. Students present ideas on topics for their master's theses, argue their approach, and develop an exposé.			
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)
Teaching research project	2	Written preparation of an exposé, discussion and coordination in groups	Attendance time 30 Preparation and follow-up 120
Module examination		None	
Module language		English	
Regular attendance required		Yes	
Total workload		150 hours	5 LP
Duration of the module		One semester	
Frequency		Every summer semester	
Usability		Master's programs in Economic Systems, Eastern European Studies	

Module: Selected Topics in Economics			
University/Department/Teaching Unit: Freie Universität Berlin/Economics/Economics			
Module responsibility: Lecturer of the module			
Admission requirements: none			
Qualification goals: Students will be able to develop, justify, and analyze economic issues relating to current or historical developments using theoretical and applied methods and the latest economic literature.			
Contents: The module imparts knowledge and methodological skills in the field of economics, with a particular focus on theoretical, empirical, and policy-relevant aspects of current research practice.			
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)
Lecture	2	Participation in discussions, discussion of seminar topics, comments on theses	Attendance time V 30 Preparation and follow-up work V 90
Seminar	2		Attendance time S 30 Preparation and follow-up S 90 Exam preparation and exam 120
Module exam		Term paper (approx. 6,000 words) or written exam (120 minutes), in electronic form if applicable	
Module language		English	
Regular attendance required		Yes	
Total workload		360 hours	12 LP
Duration of the module		One semester	
Frequency		Every winter semester	
Usability		Master's programs in Economic Systems, Economics, Public Economics	

Module: Selected Topics in East European Studies					
University/Central Institute/Teaching Unit: Freie Universität Berlin/ ZI Institute for East European Studies/Eastern Europe					
Module responsibility: Lecturer of the module					
Admission requirements: none					
Qualification goals: Students will be able to develop, justify, and analyze multi- and interdisciplinary questions relating to social, economic, cultural, and historical approaches to modern Eastern European studies.					
Contents: The module imparts knowledge and methodological skills in the interdisciplinary field, with particular emphasis on interdisciplinary aspects in current research practice. Ongoing research projects at the Institute for Eastern European Studies will be taken into account.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Seminar	2	In particular, contributions to discussions, presentations, group work, written assignments, e.g., summaries, essays, thesis papers	Attendance time S 30 Preparation and follow-up S 90		
Seminar	2		Attendance time S 30 Preparation and follow-up S 90		
Module exam	None				
Module language	English				
Regular attendance required	Yes				
Total workload	240 hours	8 CP			
Duration of the module	One semester				
Frequency	Every winter semester				
Usability	Master's programs in Economic Systems, Eastern European Studies				

Module: Mathematics and Modeling					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: To impart fundamental advanced knowledge of mathematical modeling in economics and finance. To develop students' knowledge and skills, enabling them to analyze and independently expand economic and financial models. Upon completion of the course, students should be able to conduct quantitative research on various economic and financial topics.					
Contents: The basic concepts of mathematical analysis (functions, sequences and series; differential equations; differential and integral calculus of one variable; differential equations; functions of many variables; partial derivatives) and linear algebra (matrix algebra; eigenvalues, eigenvectors; Cholesky decomposition; quadratic forms) are followed by advanced optimization theory (single-variable and multivariable optimization with and without constraints. The Lagrange multiplier method; dynamic programming) and numerical analysis (numerical optimization). Elements of probability theory (distributions, mathematical expectation and variance) and statistics (estimation theory; confidence intervals; hypothesis testing; correlation, regression). Practical problems in calculus, optimization, and probability theory with applications in economics and finance.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Homework	Attendance time Ü 10 Preparation and follow-up Ü 30 Exam preparation and exam 60		
Module exam	Written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	150	5 ECTS or LP			
Duration of the module	One semester				
Frequency of offering	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Applied Microeconomics					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: The aim of the module is to improve students' knowledge compared to the basic study program and to provide a more detailed insight into comparative static analysis using infinitesimal calculus. Through more complex graphical and analytical analyses than in the basic course, students will acquire more advanced knowledge about optimal decisions made by consumers, producers, and investors. The same approach is used for market structures. The focus is on general equilibrium and decision-making under uncertainty, which forms the basis for the economic analysis of financial markets in finance.					
Contents: Original and dual problems in consumer choice. Optimal choice in production. Short-term and long-term equilibrium in perfect competition for different returns to scale. Monopolies and price discrimination. Oligopolies and presumed variations. The application of game theory in finance. Axioms of decision-making under uncertainty and expected utility, government-induced indifference curves, insurance markets, risk sharing through the exchange of AD securities. Welfare theorems. Asymmetric information.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Homework	Attendance time Ü 10 Preparation and follow-up Ü 30 Exam preparation and exam 60		
Module exam	Written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	150	5 ECTS or LP			
Duration of the module	One semester				
Frequency of offering	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Intermediate Public Finance					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: To impart fundamental, advanced knowledge of the economics of government intervention and to train students in the application of modern instruments of normative analysis in the evaluation of government intervention.					
Contents: Theories about the public sector. Reasons for government intervention—public goods (local and international), externalities. Decision-making in the public sector—issues of political economy (public choice), including voting and rent seeking. Tax competition. Intertemporal efficiency. Taxation and economic growth. Economics of climate policy.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Homework	Attendance time Ü 10 Preparation and follow-up Ü 30 Exam preparation and exam 60		
Module exam	Written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	150	5 ECTS or LP			
Duration of the module	One semester				
Frequency of offering	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Topics in Economics					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: The module serves as an excellent basis for training and demonstrating the role of research-oriented students. The specific topics are devoted to the core elements of economics, which require in-depth discussion among students, supported by leading economists.					
Contents: The course supports the learning process through substantive debates on the most important and controversial economic issues of our time, such as: the impact of VAT on productivity; whether the government should raise the minimum wage; globalization and its impact on economic development; mega-mergers of companies; technology monopolies and government control; inequality and sustainability.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up work V 30 Attendance time S 10 Preparation and follow-up S 20		
Seminar	1	Discussion of seminar topics, comments on theses	Exam preparation and exam 100		
Module exam	Term paper (approx. 5,000-6,000 words) or written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	180	6 ECTS or LP			
Duration of the module	One semester				
Frequency	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Growth Theory and Economic Policy					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Learning outcomes: Students acquire comprehensive knowledge of the economy in the long term, with a particular focus on the interactions between data, theory, and history in explaining economic growth and political issues. The first part of the course introduces a series of theoretical models to develop an analytical framework for economic growth from a historical perspective and in a cross-country comparison. The second part of the course is devoted to the role that the government and the central bank play in the economy in the long and short term.					
Contents: An overview of long-term economic growth. A model of production. The Solow-Swan growth model. The Ramsey-Cass-Koopmans model. The Diamond model. The economics of ideas. Endogenous growth model. Modern monetary policy. The government and the economy.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions, homework	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Presentation, group work	Attendance time Ü 10 Preparation and follow-up Ü 20 Exam preparation and exam 10		
Module exam	Term paper (approx. 5,000-6,000 words) or written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	180	6 ECTS or LP			
Duration of the module	One semester				
Frequency	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Intermediate Econometrics					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module instructor					
Admission requirements: none					
Learning outcomes: The module covers key concepts in econometrics, with a focus on classical methods of estimation and inference, such as ordinary least squares (OLS), maximum likelihood (ML), instrumental variables (IV), and generalized method of moments (GMM).					
Contents: Linear regression model and OLS method. Applications of the linear regression model: hypothesis testing, selection of regressors, and violations of classical model assumptions. Asymptotic properties of OLS estimation. The ML estimation: key principles, asymptotic properties, and hypothesis tests based on likelihood. The IV estimation: simple and generalized approach, asymptotic properties, and the two-stage least squares method. The GMM estimation: definition, asymptotic properties, design of the weighting matrix, and tests for overidentifying restrictions.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V Preparation and follow-up work V Attendance time Ü Preparation and follow-up Ü		
Exercise	1	Group work, homework, independent research	Exam preparation and exam		
Module exam	Written exam (120 minutes)				
Module language	English				
Obligation to attend regularly	Yes				
Total workload	150	5 ECTS or LP			
Duration of the module	One semester				
Frequency of offering	Every winter semester				
Usability	Master's program in Economic Systems				

Module: Microeometrics			
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business			
Module responsibility: Module lecturer			
Admission requirements: none			
Qualification objectives: The main objective of this module is to develop knowledge of econometric methods useful for analyzing data at the individual level (cross-sectional and panel microdata). The qualitative nature of most information, the representativeness of the samples used, and the censoring of dependent variables are some of the aspects that characterize these techniques from an econometric perspective. During the course, applications of the various methods will be discussed, particularly in the fields of labor economics, health economics, and education economics.			
Contents: Motivation for microeconomics. Overview of basic concepts in statistics. Maximum likelihood estimation. Panel data models (static and dynamic). Binary choice, nonlinear effects, and endogeneity. Ordered and multinomial choice models (multinomial logit model). Models for count data. Censoring and truncation. Duration models.			
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)
Lecture	2	Participation in discussions,	Attendance time V 20 Preparation and follow-up work V 30
Exercise	1	Preparation of the research project	Attendance time Ü 10 Preparation and follow-up Ü 20 Exam preparation and exam 100
Module exam		Presentation of the research project with written report (approx. 4,000 words)	
Yes		English	
Regular attendance required		Yes	
Total workload		180	6 ECTS or LP
Duration of the module		One semester	
Frequency		Every winter semester	
Usability		Master's program in Economic Systems	

Module: Policy Analysis and Impact Evaluation					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: This module introduces students to quantitative evaluation methods and their application in (economic) policy analysis. The course focuses on the application of experimental and quasi-experimental evaluation methods in economics.					
Contents: Randomized controlled trials. Individual fixed effects. Difference-in-differences methods. Regression discontinuity designs. Before-and-after and interrupted time series designs. Matching methods (including propensity score matching). Microsimulation methods. Cost-benefit analysis (public sector). The course has a high practical component, with students regularly analyzing data using STATA or R.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Preparation of the research project	Attendance time Ü 10 Preparation and follow-up Ü 20 Exam preparation and exam 100		
Module exam	Presentation of the research project with written report (approx. 4,000 words)				
Module language	English				
Obligation to attend regularly	Yes				
Total workload	180	6 ECTS or LP			
Duration of the module	One semester				
Frequency	Every summer semester				
Usability	Master's program in Economic Systems				

Module: Machine Learning and Data Mining			
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business			
Module responsibility: Module lecturer			
Admission requirements: none			
Qualification objectives: This module introduces supervised and unsupervised machine learning methods in the context of empirical asset valuation and quantitative investment strategies. The focus is on the application of advanced statistical methods to time series and cross-sectional models for equity risk premiums, which are one of the foundations of modern empirical financial research.			
Contents: An overview of modern empirical asset valuation, with a particular focus on equity risk premiums and factor models. Introduction to machine learning and big data in finance. Classical machine learning: ordinary and robust least squares. Penalized linear models (shrinkage): LASSO, ridge regressions, and elastic nets. Dimension reduction techniques: principal component analysis and partial least squares. Regression trees and random forests. Neural networks. Backtesting and model selection. Infrastructure, data types and structures, input/output operations and data analysis, numerical computation, data visualization, and object-oriented programming. Implementation of a range of machine learning techniques using large datasets (exercises focus on replicating current important research work). Further computer-based exercises and projects.			
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)
Lecture	2	Participation in discussions	Attendance time V 20 Preparation and follow-up V 30
Exercise	1	Preparation of the research project	Class time Ü 10 Preparation and follow-up Ü 15 Exam preparation and exam 75
Module exam		Presentation of the research project with written report (approx. 4,000 words)	
Module language		English	
Regular attendance required		Yes	
Total workload		150	5 ECTS or LP
Duration of the module		One semester	
Frequency		Every summer semester	
Usability		Master's program in Economic Systems	

Module: Intermediate Macroeconomics					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Qualification objectives: Students gain broad knowledge of the macroeconomic environment based on the framework of the most commonly used macroeconomic models. Students are able to analyze macroeconomic problems from a quantitative perspective. They acquire knowledge about the underlying characteristics of economic fluctuations and their consequences for monetary and fiscal policy objectives and unemployment, the postulates of RBC and DSGE models and the stabilization of economic shocks within their framework, as well as the institutional and political prerequisites for macroeconomic stability.					
Contents: Macroeconomic model. Inflation and monetary policy. Fiscal and tax policy. Unemployment. Business cycles and macroeconomic policy: facts and stabilization of economic shocks. The theory of real business cycles and nominal rigidities. DSGE model. Macro pathologies, institutions, and the political environment.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions, homework	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Presentation, group work	Attendance time Ü 10 Preparation and follow-up Ü 20 Exam preparation and exam 100		
Module exam	Term paper (approx. 5,000-6,000 words) or written exam (120 minutes)				
Module language	English				
Obligation to attend regularly	Yes				
Total workload	180	6 ECTS or LP			
Duration of the module	One semester				
Frequency	Every summer semester				
Usability	Master's program in Economic Systems				

FU News

Module: Professional Development – Internship and Language Course			
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business			
Module responsibility: Module lecturer			
Admission requirements: none			
Qualification objectives: The aim of the internships is to provide students with practical experience and to train them in the practical application of the skills acquired in their academic work. The aim of the language course is to contribute to the exchange of cultural experiences and the development of intercultural communication skills.			
Contents: The internship is carried out in three phases: i) preparatory activities and induction of candidates, ii) assignment of tasks to students, iii) reflection by students on the skills they have acquired. Internships are offered in various areas of the economy, including government institutions, banks and other financial organizations, companies and non-governmental organizations, as well as international organizations. The language course is organized as a block course in Serbian and covers introductory to intermediate levels of reading, writing, and speaking Serbian.			
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)
External internship	2	Internship-related activities and tasks, internship report	Attendance time P 90
Language course	2	Practical language exercises	Attendance time S 30 Preparation and follow-up work S 6
Module exam	None		
Module language	English		
Regular attendance required	Yes		
Total workload	180	6 ECTS or LP	
Duration of the module	One semester		
Frequency	Every summer semester		
Usability	Master's program in Economic Systems		

Module: Applied Macro-Finance					
University/Central Institute/Teaching Unit: University of Belgrade – Faculty of Economics and Business					
Module responsibility: Module lecturer					
Admission requirements: none					
Learning outcomes: To impart fundamental, advanced knowledge of macroeconomic theory in a small, open economy, with a focus on the effects of macroeconomic performance and economic policy on financial markets and asset valuation.					
Contents: The module covers the following topics: National income and balance of payments – conceptual issues. Exchange rates and the foreign exchange market: foreign exchange demand and supply, import and export elasticities – Marshall-Lerner condition. Covered, uncovered, and real interest rate parity. Monetarist and Dornbusch models of exchange rates. Expectations, money supply, and determination of the exchange rate. Prices and exchange rates: purchasing power parity and monetarist approach to the balance of payments; Balassa-Samuelson effect; the real exchange rate. Production and exchange rate: expenditure and exchange rate in the Keynesian model of a small and open economy. Mundell-Fleming model with partial or perfect capital mobility. Fiscal and monetary policy with perfect capital mobility and flexible exchange rates. Returns on different asset classes over the business cycle, the relationship between returns and inflation, and the impact on expected returns.					
Teaching and learning format	On-campus study (semester hours per week = SWS)	Forms of active participation	Workload (hours)		
Lecture	2	Participation in discussions, homework	Attendance time V 20 Preparation and follow-up work V 30		
Exercise	1	Presentation	Attendance time Ü 10 Preparation and follow-up Ü 20 Exam preparation and exam 10		
Module exam	Written exam (120 minutes)				
Module language	English				
Regular attendance required	Yes				
Total workload	180	6 ECTS or LP			
Duration of the module	One semester				
Frequency of offering	Every summer semester				
Usability	International Master in Applied Economics				

Appendix 2: Sample study plan for the master's program in Economic Systems

Semester	Basic 55 LP						Practical professional area 5	Advanced area 60			
1st semester 32 CP/ECTS	Mathematics and Modeling 5 LP	Applied Microeconomics 5	Intermediate Public Finance 5 LP	Topics in Economics or Growth Theory and Economic Policy 6 LP	Intermediate Econometrics 5 LP	Microeconomics 6 LP					
2nd semester 28 LP/ECTS	Policy Analysis and Impact Evaluation 6 LP	Machine Learning and Data Mining 5 LP	Intermediate Macroeconomics 6 LP	Applied Macro-Finance 6 LP			Professional development: Internship and language course 5 LP				
3rd semester 30 LP/ECTS							Economies of Russia, Eastern Europe, and Eurasia 10 LP	Selected Topics in Economics 12 LP	Selected Topics in East European Studies 8		
4th semester 30 LP/ECTS							Comparative Economics 10 LP	Research and Writing 5 LP	Master's thesis 15 CP		

Appendix 3: Transcript (sample)



Free University of Berlin
Central Institute Institute for Eastern
European Studies

Certificate of Academic Record

[first name/last name]

born on [day/month/year] in [place of birth] successfully

completed the Master's program

Economic Systems

In accordance with the university examination regulations of October 26 2023 (FU-Mitteilungen No. 5/2024) with the overall final grade

[grade as number and text].

The individual components of the program were graded as follows:

Field of study	Credits	Grade
Study period at the University of Belgrade	60 (45)	n,n
Study period at Freie Universität Berlin	45	n,n
Master's thesis	15	n,n

Topic of the Master thesis: [XX]

Berlin, [day/month/year] (Seal)

Chairperson
Governing Body of the Institute for East European Studies

Chair
Examination Board

Grading scale: 1.0 – 1.5 very good; 1.6 – 2.5 good; 2.6 – 3.5 satisfactory; 3.6 – 4.0 sufficient; 4.1 – 5.0 fail
Non-graded coursework: BE = pass; NB = fail
Credit points comply with the European Credit Transfer System (ECTS).
Not all coursework has been graded; the number of credit points in brackets indicates those credit points that have been graded and have an effect on the cumulative grade.

Appendix 4: Certificate (sample)



Freie Universität Berlin
Central Institute for Eastern European
Studies

Degree Certificate

[first name/last name]

born on [day/month/year] in [place of birth] successfully
completed the Master's program

Economic Systems.

In accordance with the university examination regulations of October 26, 2023 (FU-Mitteilungen No. 5/2024), the degree

Master of Science (M.Sc.)

is hereby awarded.

Berlin, [day/month/year]

(Seal)

Chairperson
Governing Body of the Institute for East European Studies

Chairperson
Examination Board

**Admission regulations for the Master's program in
Management & Marketing in the Department of
Economics at Freie Universität Berlin**

Preamble

Based on § 14 (1) sentence 1 no. 2 of the Basic Regulations (trial model) of Freie Universität Berlin dated October 27, 1998 (FU Communications No. 24/1998) § 15 of the Act on Admission to Universities in the State of Berlin in Restricted-Admission Degree Programs (Berlin Higher Education Admission Act – BerlHZG) in the version published on October 9, 2019 (GVBl. p. 695), last amended on July 5, 2022 (GVBl. p. 450), in conjunction with Section 10 (5) sentence 2 of the Act on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act – BerlHG) in the version published on July 26, 2011 (GVBl. p. 378), last amended on July 11, 2023 (GVBl. p. 260), the Faculty Council of the Department of Economics at Freie Universität Berlin adopted the following statutes on November 15, 2023:³⁾

**§ 1
Scope**

These statutes regulate access to studies in accordance with Section 10 (5) sentence 2 BerlHG and the selection procedure for the allocation of study places in accordance with Section 15 (1) sentence 1 no. 1 BerlHZG for the Master's program in Management & Marketing in the Department of Economics at Freie Universität Berlin (Master's program). This is a consecutive Master's program in accordance with § 23 (3) sentence 1 no. 1 letter a BerlHG.

**§ 2
Study places and application**

(1) The number of study places available for the master's program is determined in the admission regulations of Freie Universität Berlin for each admission date.

(2) The application for admission must be submitted in electronic form using the online application system to the Presidium of Freie Universität Berlin – Application and Admission Department.

(3) The application deadline is May 31 of each year.

(4) The application for admission to the program must be accompanied by first professional university degree in accordance with § 3 (1) in the form specified by the Presidium of Freie Universität Berlin – Application and Admission Department.

³⁾ These statutes were confirmed by the Executive Board of Freie Universität Berlin on December 6, 2023, and by the Senate Administration responsible for universities on January 31, 2024.

(5) Admission to the master's program may also be applied for if the professional qualification referred to in § 3 (1) cannot yet be presented due to the absence of individual examination results and if, based on the course of study to date, in particular the examination results to date, it can be expected that the professional qualification referred to in § 3 (1) will be obtained before the start of the master's program and that the requirements for admission to the master's program pursuant to § 3 (2) will also be met in good time and the requirements for admission to the master's program specified in § 3 (2) are also fulfilled in a timely manner. This expectation is met in particular if at least two-thirds of the total workload has been assessed, the thesis has been registered, and the start date has been set in such a way that it can be completed in time before the start of the master's program. The application is included in the selection process with the average grade determined on the basis of the applicant's previous examination performance from the current transcript of records (transcript) to be submitted by the applicant. In this case, the result of the professionally qualifying university degree is not taken into account.

(6) Freie Universität Berlin is not obligated to investigate the facts of the case ex officio.

**§3
Admission requirements**

(1) The admission requirements for the master's program are:

1. a German or equivalent foreign degree in business administration with at least 12 credit points in accounting and/or taxation and at least 12 credit points in mathematics, statistics, and/or empirical research methods;
2. Proof of the ability to independently work on topics in the fields of "management" or "marketing" using scientific methods. Proof is provided by submitting a corresponding scientific thesis from the degree program in accordance with § 3 (1) No. 1 or a scientific seminar paper of at least 12 pages of text from the aforementioned areas. The paper must be written in German or English. In order for group work to be recognized, the individual contribution must be explicitly identified and comprise at least 12 pages. The term "management" refers to the operational control functions as an independent field of teaching and research and encompasses the sub-areas of "leadership," "organization," "human resources," and "strategy."

(3) Applicants who did not obtain their university degree at an educational institution where English is the language of instruction must demonstrate English language skills at level B2 of the Common European Framework of Reference for Languages (CEFR).

(4) Applicants who have obtained their university degree at a foreign university or equivalent institution, or who have a degree from a German university that was not completed in German, must provide proof of German language proficiency. This can be done by passing the German Language Examination for University Admission (DSH) or by providing evidence of an equivalent level of proficiency in accordance with the regulations for the German Language Examination for University Admission of Foreign Applicants at Freie Universität Berlin.

(5) The examination board of the Department of Economics at Freie Universität Berlin responsible for the master's program will decide on the equivalence of the evidence submitted.

§ 4 Selection quota, selection criteria, Organizational matters

(1) 80% of the study places remaining available after the advance quotas have been taken into account shall be allocated through the selection procedure regulated in these statutes (university quota). 20% of the study places shall be allocated on the basis of § 15 (1) sentence 1 no. 2 BerlHZG. The quota specified in § 15 (1) sentence 3 BerlHZG is 5%.

(2) The selection is based on:

1. the level of qualification, which is measured by the results of the previous degree program (§ 15 (2) sentence 1 no. 1 BerlHZG) and
2. a weighting of the subject or subjects of the previous degree program, which provide information about the subject-specific motivation and suitability for the master's degree program (Section 15 (2) sentence 1 no. 4 BerlHZG).

(3) In the selection process, selection points are awarded for the criteria specified in paragraph 2, nos. 1 and 2. The maximum number of points that can be achieved is 100.

(4) For the selection criterion in accordance with para. 2 no. 1, up to 60 selection points are awarded in accordance with the appendix, depending on the average grade achieved in the certificate of the previous degree.

(5) A total of up to 40 selection points will be awarded for the selection criterion in accordance with paragraph 2, no. 2. Up to 20 selection points will be awarded once for proof of academic achievements and examinations in the field of accounting and/or taxation, and up to 20 selection points will be awarded once for proof of academic achievements and examinations in the field of mathematics, statistics, and/or empirical research methods, as follows:

20 selection points for proof of academic achievements and examinations in the field of mathematics, statistics, and/or empirical research methods as follows:

1. 15 to 17 credit points = 10 selection points,

2. 18 or more credit points = 20 selection points.

(6) At least two selection officers shall be appointed to conduct the selection process. These shall be appointed by the dean of the Department of Economics at Freie Universität Berlin on behalf of the Executive Board of Freie Universität Berlin. They must be authorized to conduct examinations in the master's program and be employed full-time at Freie Universität Berlin. Substitutes are not permitted.

§ 5 Admission decision

(1) The decision on admission is made by the Presidium of Freie Universität Berlin – Admissions and Enrollment Department – after completion of the selection process on the basis of the results achieved in the selection process and the ranking determined from these results.

(2) Selected applicants will receive a letter of admission specifying a deadline for accepting the place and enrolling. If this deadline is not met, the place will be reallocated.

(3) Applicants who have been selected on the basis of their transcript will receive conditional admission and can enroll for the first semester on a temporary basis. As a rule, at the end of the first semester, the professional qualification referred to in § 3 (1) must be presented and proof of the associated requirements must be provided. If the proof is not provided by the deadline, the admission expires.

(4) Applicants who are not admitted will receive a letter of rejection stating the reasons.

(5) The documents submitted in the selection process must be retained until the decision becomes final and, in the event of a legal dispute, until a final decision is reached.

§ 6 Entry into force

(1) These statutes shall enter into force on the day after their publication in the FU-Mitteilungen (official gazette of Freie Universität Berlin).

(2) At the same time, the admission regulations for the master's program dated December 9, 2015 (FU-Mitteilungen No. 5/2016, p. 66) shall cease to be in force.

Appendix (to § 4 (4))

Assignment of selection points to the average grade shown on the certificate of the previous degree in accordance with § 4 (4)

Average grade	Selection points
1.0	60
1.1	58
1.2	56
1.3	54
1.4	52
1.5	50
1.6	48
1.7	46
1.8	44
1.9	42
2.0	40
2.1	38
2.2	36
2.3	34
2.4	32
2.5	30
2.6	28
2.7	26
2.8	24
2.9	22
3.0	20
3.1	18
3.2	16
3.3	14
3.4	12
3.5	10
3.6	8
3.7	6
3.8	4
3.9	2
4.0	0

Admission regulations for the Master's program in Business Informatics in the Department of Economics at Freie Universität Berlin

Preamble

Based on § 14 (1) sentence 1 no. 2 of the Basic Regulations (trial model) of Freie Universität Berlin dated October 27, 1998 (FU Communications No. 24/1998) in conjunction with Section 15 of the Act on Admission to Higher Education Institutions in the State of Berlin in Restricted-Admission Degree Programs (Berlin Higher Education Admission Act – BerlHZG) in the version published on October 9, 2019 (GVBl. p. 695), last amended on July 5, 2022 (GVBl. p. 450), in conjunction with Section 10 (5) of the Act on Higher Education Institutions in the State of Berlin (Berlin Higher Education Act – BerlHG) in the version published on July 26, 2011 (GVBl. p. 378), last amended on July 11, 2023 (GVBl. p. 260), the Faculty Council of the Department of Economics at Freie Universität Berlin adopted the following statutes on December 13, 2023.⁴

**§ 1
Scope**

These statutes regulate access to studies in accordance with Section 10 (5) sentence 2 BerlHG and the selection procedure for the allocation of study places in accordance with Section 15 (1) sentence 1 no. 1 BerlHZG for the Master's program in Business Informatics in the Department of Economics at Freie Universität Berlin (Master's program). This is a consecutive Master's program in accordance with Section 23 (3) No. 1 letter a BerlHG.

**§ 2
Study places and application**

(1) The number of study places available for the master's program is determined in the admission regulations of Freie Universität Berlin for each admission date.

(2) The application for admission must be submitted in electronic form using the online application system to the Presidium of Freie Universität Berlin – Application and Admission Department.

(3) The application deadline is May 31 of each year.

(4) The application for admission to the program must be accompanied by first professional university degree in accordance with § 3 (1) in the form specified by the Presidium of Freie Universität Berlin – Admissions and Enrollment Department.

⁴ These statutes were confirmed by the Executive Board of Freie Universität Berlin on January 31, 2024, and by the Senate Administration responsible for universities on February 1, 2024.

(5) Admission to the master's program may also be applied for if the professional qualification referred to in § 3 (1) cannot yet be presented due to the lack of individual examination results and if, based on the course of study to date, in particular the examination results to date, it can be expected that the professional qualification referred to in § 3 (1) will be obtained before the start of the master's program and that the requirements for admission to the master's program pursuant to § 3 (2) will also be met in good time and the requirements for admission to the master's program specified in § 3 (2) are also fulfilled in a timely manner. This expectation is met in particular if at least two-thirds of the total workload has been assessed, the thesis has been registered, and the start date has been set so that it can be completed in time before the start of the master's program. The application is included in the selection process with the average grade determined on the basis of the applicant's previous examination performance from the current transcript of records (transcript) to be submitted by the applicant. In this case, the result of the professionally qualifying university degree is not taken into account.

(6) Freie Universität Berlin is not obligated to investigate the facts of the case ex officio.

**§ 3
Admission requirements**

(1) The admission requirement for the master's program is a German or equivalent foreign degree from a university with a minimum of 18 LP in business informatics or computer science, at least 30 LP in business administration, and a thesis in business informatics, as well as proof of the ability to independently work on topics in business informatics, computer science, data science, statistics using empirical, experimental, model-theoretical, or analytical research methods. Proof shall be provided by submitting a corresponding academic thesis from the degree program in accordance with § 3 (1) sentence 1 or an academic seminar paper of at least 15 pages of text from the aforementioned areas. In order for group work to be recognized, the individual contribution must be explicitly identified and comprise at least 15 pages.

(2) Applicants who did not obtain their university degree at an educational institution where English is the language of instruction must demonstrate English language skills at level B2 of the Common European Framework of Reference for Languages (CEFR).

(3) Applicants who have obtained their university degree at a foreign university or equivalent institution, or who have a degree from a German university that was not

in German, must provide proof of German language proficiency. This can be done by passing the German Language Examination for University Admission (DSH) or by providing proof of an equivalent level of proficiency in accordance with the regulations for the German Language Examination for University Admission of Foreign Applicants at Freie Universität Berlin.

(4) The examination board responsible for the master's program at the Department of Economics at Freie Universität Berlin will decide on the equivalence of the evidence submitted.

§ 4

Selection quota, selection criteria, organizational matters

(1) 80% of the study places remaining available after the preliminary quotas have been taken into account will be allocated through the selection procedure regulated in these statutes (university quota). 20% of the study places will be allocated on the basis of § 15 (1) sentence 1 no. 2 BerlHZG. The quota specified in § 15 (1) sentence 3 BerlHZG is 5%.

(2) The selection is based on:

1. the level of qualification, which is measured by the results of the examination of the previous degree program (§ 15 (2) sentence 1 no. 1 BerlHZG),
2. a weighting of the subject or subjects of the previous degree program, which provides information about the subject-specific motivation and suitability for the master's degree program (§ 15 (2) sentence 1 no. 4 BerlHZG),
3. additional qualifications acquired outside of a university degree program (§ 15 (2) sentence 1 no. 5 BerlHZG).

(3) In the selection process, selection points are awarded for the criteria specified in para. 2 nos. 1 to 3. The maximum number of points that can be achieved is 110.

(4) For the selection criterion according to paragraph 2 no. 1, up to 60 selection points are awarded in accordance with Appendix 1, depending on the average grade achieved in the previous degree certificate.

(5) For the selection criterion according to paragraph 2 no. 2, up to 40 selection points are awarded in accordance with Appendix 2 based on the total scope of the subjects "Quantitative Methods of Business Informatics," "Fundamentals of Computer Science," "Data Science," and "Statistics," expressed in credit points.

(6) For the selection criterion according to paragraph 2 no. 3, a one-time total of 10 selection points will be awarded. Qualifications acquired outside of university must be relevant to the degree program and provide information about the applicant's particular suitability for the master's degree program. Qualifications that are particularly relevant to the degree program and informative are those

qualifications that have been acquired in the context of activities related to business informatics. The acquisition of qualifications must have demonstrably lasted at least 6 months on a full-time basis. The respective qualification must be proven by means of a suitable certificate.

(7) At least two selection officers shall be appointed to conduct the selection process. These shall be appointed by the dean of the Department of Economics at Freie Universität Berlin on behalf of the Executive Board of Freie Universität Berlin. They must be authorized to conduct examinations in the Master's program in Business Informatics and be employed full-time by Freie Universität Berlin. Substitutes are not permitted. The appointment is made for one selection procedure at a time.

§ 5

Admission decision

(1) The decision on admission is made by the Presidium of Freie Universität Berlin – Admissions and Enrollment Department – after completion of the selection process on the basis of the results achieved in the selection process and the ranking determined from these results.

(2) Selected applicants will receive a letter of admission specifying a deadline for accepting the place and enrolling. If this deadline is not met, the place will be reallocated.

(3) Applicants who have been selected on the basis of their transcript will receive conditional admission and can enroll for the first semester on a temporary basis. As a rule, at the end of the first semester, the professional qualification mentioned in § 3 (1) must be presented and proof of the associated requirements must be provided. If the proof is not provided by the deadline, the admission expires.

(4) Applicants who are not admitted will receive a letter of rejection stating the reasons.

(5) The documents submitted in the selection process must be retained until the decision becomes final and, in the event of a legal dispute, until a final decision is reached.

§ 6

Entry into force

(1) These statutes shall enter into force on the day after their publication in the FU-Mitteilungen (official gazette of Freie Universität Berlin).

(2) At the same time, the admission regulations for the master's program dated May 9, 2012 (FU-Mitteilungen No. 55/2012, p. 932) shall cease to be in force.

Appendix 1

Assignment of selection points to the average grade shown on the certificate of the previous degree in accordance with § 4 (4)

Average grade	Selection points
1.0	60
1.1	58
1.2	56
1.3	54
1.4	52
1.5	50
1.6	48
1.7	46
1.8	44
1.9	42
2.0	40
2.1	38
2.2	36
2.3	34
2.4	32
2.5	30
2.6	28
2.7	26
2.8	24
2.9	22
3.0	20
3.1	18
3.2	16
3.3	14
3.4	12
3.5	10
3.6	8
3.7	6
3.8	4
3.9	2
4.0	0

Appendix 2

Allocation of selection points to the total scope of weighted subjects expressed in credit points in accordance with § 4 (5)

Credit points in the subject "Quantitative Methods of Business Informatics"	Selection points
at least 6	10
Credit points in the subject "Fundamentals of Computer Science"	Selection points
at least 11	15
At least 17	20
Credit points in the subject "Data Science" or "Statistics"	Selection points
at least 6	5
At least 12	10

Second Order Amending the Supplementary Examination Regulations of the Department of Veterinary Medicine at Freie Universität Berlin for the Preliminary Veterinary Examination and the Veterinary Examination

Preamble

Pursuant to Section 14 (1) sentence 1 no. 2 of the Basic Regulations (Pilot Model) of Freie Universität Berlin dated October 27, 1998 (FU Communications No. 24/1998), the Department Council of the Department of Veterinary Medicine at Freie Universität Berlin adopted the following Second Ordinance Amending the Supplementary Examination Regulations of the Department of Veterinary Medicine at Freie Universität Berlin for the Preliminary Veterinary Examination and the Veterinary Examination on January 18, 2024 (FU Communications No. 24/1998). Regulations of the Department of Veterinary Medicine at Freie Universität Berlin for the Preliminary Veterinary Examination and the Veterinary Examination of July 16, 2022 (FU Communications No. 41/2022, p. 986), amended on July 20, 2023 (FU Communications No. 43/2023, p. 1944):⁵

Article I

1. In Appendix 1, under letter A, the following is added to the form of the examination in "Physics, including the fundamentals of physical radiation protection § 19 No. 1 TAppV":
"Oral examination":
"or alternatively a written or electronic exam, if necessary in whole or in part in a multiple-choice format (100%)"
2. In Appendix 1 under letter B, the information on "Parasitology § 29 No. 7 TAppV" is reworded as follows:

Parasitology § 29 No. 7 TAppV	Examination during the lecture-free period at the end of the 6th semester	Oral examination with practical exercises (100%)	§ 38 TAppV
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Article II

These regulations shall enter into force on the day after their publication in the FU-Mitteilungen (official gazette of Freie Universität Berlin).

⁵ These regulations were confirmed by the Presidium of Freie Universität Berlin on January 31, 2024.