

# Decision of the FIBAA Accreditation Committee for Programmes



**94<sup>th</sup> Meeting on January 29<sup>th</sup>, 2015**

**Project Number: 14/067**

**Higher Education Institution: Tomsk State University**

**Study Programme: Studies of the European Union (Master)**

The FIBAA Accreditation Committee for Programmes has taken the following decisions:

According to § 7 (2) in conjunction with § 10 (1) of the “Special Conditions for awarding the FIBAA Quality Seal for Programmes”, the study programme is accredited for five years.

Period of Accreditation: January 29<sup>th</sup>, 2015 until end of summer semester 2020

The FIBAA Quality Seal is awarded.



## Assessment Report

---

---

**Higher Education Institution (HEI):**

Tomsk State University

---

**Master study programme:**

Studies of the European Union

---

**Qualification awarded on completion:**

Master

# General Information on the study programme

---

**Brief description of the study programme:**

The Master programme aims at training highly qualified experts on the key aspects of the European Union's functioning and the foreign policies of the leading European countries which are a priority for the Russian Federation's foreign economic and political relations.

---

**Type of study programme:**

master programme

---

**Projected study time and number of ECTS-Points assigned to the study programme:**

2 years, 120 ECTS

---

**Mode of study:**

full-time

---

**Didactic approach:**

study programme with obligatory class attendance

---

**Double/Joint Degree programme:**

optional

---

**Scope (planned number of parallel classes) and enrolment capacity:**

one at a time, 15

---

**Programme cycle starts in:**

winter semester

---

**Initial start of the programme:**

2008

---

**Type of accreditation:**

Initial accreditation

# Procedure

A contract for the accreditation of the programme “Studies of the European Union” (Master degree) was made between FIBAA and Tomsk State University (TSU) on July 25<sup>th</sup>, 2014. On August 13<sup>th</sup>, 2014 the HEI submitted a self-evaluation report, which included a detailed description of the programme and further documents in order to prove that the criteria for programme accreditation were met.

At the same time, FIBAA appointed a review panel. The HEI agreed with the chosen experts. The panel consisted of:

**Prof. Dr. Elena Khalevinskaya**

Plekhanov Russian University of Economics, Moscow  
Head of the Chair Customs Activity  
(World Economy, Finance)

**Prof. Dr. Andreas Knorr**

German University of Administrative Sciences Speyer  
Head of Chair Economics: Economic and Transport Policy  
(European Economic Integration, Competition policy and industrial organisation, international Trade (Antidumping), Transport economics)

**Peter von Jagow**

Former Ambassador  
(Latin America Policy, European Policy, Political Cooperation, Diplomacy)

**Christopher Bohlens**

Leuphana University of Lüneburg  
Student of Economics and Political Science (B.Sc.)

FIBAA project manager:  
Ass.jur. Lars Weber

The assessment is based on the self-evaluation report, amended by further documents, requested by the panel, and a site visit. The site visit took place on October 8<sup>th</sup>/9<sup>th</sup>, 2014 at the HEI's premises in Tomsk. On end of the on-site visit the panel gave a short feedback on its first impressions to representatives of the HEI.

The assessment report based on this was delivered to the HEI for comment on December 4<sup>th</sup>, 2014. The statement on the report was given up on December 17<sup>th</sup>, 2014, it has been taken into account in the report on hand.

# Summary

The programme “Studies of the European Union” offered by Tomsk State University fulfils the FIBAA quality requirements for master programmes and can be accredited by the Foundation for International Business Administration Accreditation (FIBAA) for five years starting January 29<sup>th</sup>, 2015 finishing at the end of summer semester 2020. The programme is in accordance with the national and the European Qualification Frameworks and the European Standards and Guidelines in their applicable version valid at the time of opening of the procedure and with the Bologna declaration.

The quality requirement “Cooperation with business enterprises and other organisations” (chapter 4.3) that has not been fulfilled is not an asterisk criterion, so that a condition is not necessary and the measures the HEI takes to solve the identified problem as recommended by the panel are to be considered during the re-accreditation.

The panel members also identified several areas where the programme could be further developed:

- by increasing the activities to attract new students (see chapter 1.3 and 4.6);
- by defining a precise level of English language skills regarding the admission requirements (see chapter 2);
- by ensuring that the obligatory internships of all students take part in the specific field of International Relations (see chapter 3.1 and 4.3);
- by ensuring that all recommendations of literature and accompanying course materials are constantly updated and digitally available (see chapter 3.1 and 3.3);
- by inviting guest lecturers (especially from abroad) more regularly (see chapter 3.3 and 4.1);
- by constantly improving the study conditions for disabled students (4.4);
- by performing evaluations of alumni and third parties as well as communicating the results of evaluation more frequently (see chapter 5).

The measures that the HEI takes in order to implement the recommendations of the panel members are to be considered during the re-accreditation.

There are many criteria in which the programme exceeds the quality requirements:

- International orientation of the study programme design (see chapter 1.2);
- Admission requirements (see chapter 2);
- Interdisciplinary thinking (see chapter 3.1);
- Academic qualification of faculty (see chapter 4.1);
- Student support by the faculty (see chapter 4.1);
- Process organisation and administrative support for students and faculty (see chapter 4.2);
- Cooperation with HEIs and other academic institutions or networks (see chapter 4.3);
- Programme description (see chapter 5).

For the overall assessment of the programme please refer to the quality profile at the end of this report.

## Information on the Institution

Tomsk State University (TSU) is the oldest University in the Asian part of Russia. In 2010 it was granted a status of the National Research University and in 2013 it became one of the 15 Universities whose programme of international competitiveness aimed at becoming one of the world's 100 top Universities won the support of the Russian Government. TSU includes 23 institutes and faculties and three research institutes. The total number of students is about 18,000.

The Faculty of History was founded in 1917. Initially, it focused on Russian history and Siberian studies, but in 1961 the Chair of Modern and Contemporary History was opened within its framework. By the late 1960s it became one of the leading Soviet centers of American and European studies. In 1992 the Department of International Relations was established at the Faculty of History. Currently it includes four Chairs: those of Modern and Contemporary History and International Relations, of World Politics, of European Languages and of Oriental Studies. Currently, TSU offers 165 master programmes in 49 areas. The Faculty of History offers 9 programmes, including two in International Relations: the programme at hand "Studies of the European Union" and the programme "Regional Studies of East Asia".

# Programme Description and Appraisal in Detail

## 1. Objectives

### 1.1 Objectives of the study programme (Asterisk-Criterion)

The Master programme aims at training highly qualified experts on the key aspects of the European Union's functioning and the foreign policies of the leading European countries which are a priority for the Russian Federation's foreign economic and political relations. Therefore, the programme aims at developing the graduates' qualifications in the following areas:

- applied analytic work in the area of international and European politics, taking into consideration the needs both of the Russian Federation's state structures and of the internationally active business;
- preparation and making of managerial decisions in state, public, commercial and other organisations with the view of advancing their interests abroad, mainly in the EU institutions and member states;
- planning, carrying out and presenting of individual research in the subject area of the Master programme;
- using of up-to-date information and communications technologies in studies.

The subject-specific and extra-curricular qualification objectives and skills include:

- skills of analysing the major development trends of EU's institutions and its political system;
- ability to apply the knowledge of principles and techniques of the functioning of EU institutions for the solution of practical tasks of interactions between Russia and the EU;
- orientation in the objectives, instruments and mechanisms of EU's economic, social and regional policies;
- skills of analysing political and socio-economic trends in the EU at supranational, national, regional and local levels taking into account their complexity and interconnectedness;
- ability to analyse and evaluate achievements and problems in major areas of EU – Russia interactions and to make prognoses about the evolution of the interactions;
- skills of analysing and evaluating the EU's foreign and security policy and EU's role in contemporary international relations;
- ability to search independently for documents and literature on the problems of European integration and to synthesise the information in academic and analytic papers;
- knowledge of specialised terminology in Russian and in a foreign language;
- skills of formulating recommendations for Russian authorities concerning the interaction between Russia and the EU.

The categories of graduates' professional activities include organisational and administrative activities; project activities; analytic activities; research and teaching. The programme aims at developing the graduates' responsibility for their decisions, their abilities to solve problem situations and cope with non-typical creative tasks as well as to reflect critically on their activities. It aims at stimulating the skills of systematic thinking, the ability to display initiative and to assume responsibility, the ability to adapt to new situations and to re-appraise the accumulated experience, the aspiration for life-long learning, the ability to adapt to the conditions of work within multiethnic and international groups, the skills of looking for negotiated compromises and the skills of practicing the ethics of inter-personal relationships.

## Appraisal:

The qualification objectives of the programme “Studies of the European Union” are explained and convincingly presented and in relation to the target group of professionals who work at the interface between the European Union and the Russian Federation in politics, businesses and other international relations. Societal aspects of both regions are considered in the programme as well. Also, the requirements of academic abilities and research skills on Master level are fulfilled in the view of the panel. Furthermore, the qualification objectives of the programme meet the requirements of the Federal state educational standard in the area of studies 031900 “International Relations” (Master level), confirmed by the Decree of the Ministry of Education and Science of the Russian Federation of 29 March 2010 № 225.

The intended subject-specific and extra-curricular qualification objectives and skills ensure a comprehensive employability in accordance with the targeted professional field. In addition, the training of various social skills promotes clearly the development of an individual student’s personality. Regarding alumni tracking studies see chapter 5.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
1.1* Objectives of the study programme (Asterisk Criterion)			X		

## 1.2 International orientation of the study programme design (Asterisk Criterion)

According to TSU the Master programme is designed to benefit the international employability of its graduates. The courses of the study programme encompass the key areas of the European Union’s activities and envisage students’ intensive work with the documentation of the European Union and its member states and academic literature on European integration. All the courses require students to submit essays, analytic papers and research projects relying on primary sources and both Western and Russian academic literature. The international orientation of the Master programme is accentuated by the fact that the curriculum includes compulsory studies of advanced English where the focus is on discussing professional topics, reading professional texts and writing papers. By the time of graduation, Master programme’s students are fluent in professional English, have experience of practical work, possess a systematic and up-to-date knowledge of the functioning of the European Union and policies of its leading member states.

## Appraisal:

The main focus of the programme at hand is to enable the students to work and to communicate in an international context and to handle competently international tasks. This focus is clearly shown in terms of curricular contents as well as intercultural and language skills which are developed during the programme.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
1.2* International orientation of the study programme design (Asterisk Criterion)		X			



### 1.3 Positioning of the study programme

The programme is one of the few such programmes in Russia. One strengths of the programme is that TSU hosts an European Union Center in Siberia sponsored by the European Commission, the Information Center of the European Union and the Center on Human Rights of the Council of Europe. Another advantage of the programme of TSU is that other Siberian universities, those of Kemerovo, Novosibirsk, Altai and Irkutsk, do not receive federal funding for similar programmes and have to charge tuition fees from every student while TSU offers places on commercial basis and has federal funding of several places in the programme.

The qualifications of the programme's graduates allow them to be employed at:

- state establishments, institutions of federal and regional authorities – as diplomatic officers and managers developing and making decisions within the domains of their competence (for example, Department of international and interregional cooperation of Tomsk Region Administration);
- international organisations – as diplomatic officers and managers;
- analytic departments of business structures – as analysts and strategists;
- commercial, non-profit and public organisations of international profile engaged in consulting, information and analytic, research and lobby activities – as analysts, experts in international projects, project managers (for example Innovation Centre Koltsovo, Novosibirsk);
- academic, government-sponsored and non-governmental analytic organisations – as analysts and researchers;
- mass media – as observers and analysts (for example, Diplomatic World Business Magazine, Brussels);
- institutions of professional education – as faculty and administrative officers.

TSU sees one of its missions in representing Russia in the global academic space and integrating its academic potential with that of the leading Russian and foreign centers of higher education and science. International studies are explicitly mentioned as one of the priority areas for TSU's internationalisation. The University seeks to put special emphasis on the development of interdisciplinary education programmes, to promote the international mobility of students, and to increase the share of Master-level students within the total number of students. Furthermore, the programme "Studies of the European Union" occupies a special niche in TSU's strategy. It links TSU with the Free University of Brussels, providing a Double Degree option for the students (see chapter 4.3) as well as exchange of faculty.

#### Appraisal:

The programme is one of a few programmes in Russia with the focus on the European Union. The fact that TSU can offer state funded places in the programme is a definite advantage and promotes the attractiveness of the programme in the Russian education market. In contrary to this impression of the panel, the actual student numbers are relatively low (First year students in 2011: 11; in 2012: 7 and in 2013: 12). Therefore, the panel recommends increasing the activities to attract new students (see also chapter 4.6). Nevertheless, the support of the programme by the Russian Federation shows its potential and the panel takes the good positioning of the programme in the education market for granted.

The arguments in support of graduate employability on the basis of the stated qualification objectives are convincingly presented. The future fields of employment for graduates in various areas of administrations, organisations, businesses and in education are plausibly set forth.

The study programme with its international focus and the interdisciplinary aspects fits clearly into the overall strategic concept of TSU. In addition, the Double Degree possibility which is

offered in the programme is in line with the University's goal of international networking with foreign HEI.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
1.3	Positioning of the study programme					
1.3.1	Positioning of the study programme in the educational market			X		
1.3.2	Positioning of the study programme on the job market for graduates („Employability“)			X		
1.3.3	Positioning of the study programme within the HEI's overall strategic concept			X		

## 2. Admission

To be eligible for admission, a candidate must possess a bachelor's or a specialist's (diploma) degree. Furthermore, the applicants have to pass the selection procedure.

- Firstly, an applicant has to pass an interview in the English language and demonstrate a capability to speak on general and some of the professional topics. The interview ensures that the applicant will be able to continue studying at the advanced professional level and to work with primary sources and literature in English. (Students who participate in the Double Degree option are interviewed in French language too.)
- Secondly, an applicant has to pass an interview concerning the History of International Relations covering the key developments within the period from the early 19<sup>th</sup> century up to the present day.

The interview is conducted by a commission of three faculty members. The programme of interviews is published on the Department's web site a few months before the interviews. The additional questions asked by interviewers do not go beyond the scope of the published programmes.

- Thirdly, the applicant has to submit an essay specifying the motives of participation in the programme and expectations from studies.

The essays are assessed by three faculty members, each of them grading essays independently.

Entrance tests and essays are assessed according to a specific grade scale (from 1 to 100). To ensure transparency, applicants are asked to put down the major points of their oral answers in writing and to sign the appropriate papers which are subsequently retained in their dossiers. If applicants disagree with the received grade, they have the right to refer to the Appeal Commission headed by the Dean of the Faculty. After the assessment of the interviews and essays, the responsible faculty make up a rating of the applicants. The ratings are published on the TSU web site, and the top applicants are enrolled in the Master programme on the state-sponsored places. If the grades of the applicants are equal, preference is given to the applicant with a higher average final grade of the Bachelor's diploma. The applicants who fail to gain the rating positions from 1 to 15 have the option of admission on the commercial basis, if they have shown at least satisfactory results (35 points at each of the three entrance tests) in interviews and essays.

At the time of admission (each year from end of June to early August) applicants can receive guidance, advice and information at the TSU Admission Office which is open daily, including on Saturdays. All the faculties, which are involved in the programme, are directly represented at the admission office by competent faculty. Another option for applicants is receiving counseling from the Director of the Master programme throughout the year. Personal dialogue is provided at regular office hours or by special appointment. The Director of the programme also provides consultations on telephone and via e-mail. All the e-mail requests concerning admission are processed within 24 hours.

The admission procedure is described and documented in the 'Rules of Enrolment in the National Research Tomsk State University for Basic Educational Master Programs of Higher Professional Education' and the 'Programme of Entrance Tests' confirmed by the Methodic Commission of the Faculty of History and the Dean of the Faculty. These documents are published, respectively, on the TSU web site and the web site of the Department of International Relations in both Russian and English versions. The above mentioned rating list – published on one specific date in mid-August on the TSU web site – allows the applicants to understand their current position in the cohort as well as the full list of enrolled students. A written copy is forwarded to the relevant Department and can be examined by every interested party. By demand the explanation of the enrolment decision is provided by the Faculty by email or in writing.

## Appraisal:

The admission requirements are defined and comprehensible. They are fully in line with formal Russian regulations for the entrance to Master programmes. Moreover, the interview concerning the history of International Relations guarantees an understanding of global history and the orientation in the historical key events of the students. Hence, the admission requirements are oriented towards the strategic goals of the study programme. The selection procedure in general with the formal requirements (the interview and the essay) ensures that qualified students are admitted. The level of English language skills, which is needed to participate successfully in the English language courses on an advanced level and to work with English literature and course materials, is checked during the interview by the faculty members. TSU points out that until now all applicants had sufficient knowledge due to the English courses and content in their completed Bachelor programmes. The panel found proof to that in the interview with the students during the site visit as well. Nevertheless, the panel recommends defining a precise level of English language skills (for instance according to the “Common European Framework of Reference for Languages”) in the interest of transparency. Such information would give prospective students an idea of their success probabilities in the admission process and the study programme itself.

Applicants can directly turn to the TSU Admission Office for clarification of specific questions, of personal aptitude, of career perspectives etc. A personal dialogue between applicants and the HEI is also provided by the Programme Director. The opening hours of the Admission Office and the availability of the University’s staff by telephone and via e-mail are aligned with the needs of prospective students.

The admission procedure is described and documented in binding regulations and accessible on-site and on the University’s web site. The admission decision is based on transparent criteria and is published on the web site too. If interested, applicants can examine paper documents as well.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
2.1*	Admission requirements (Asterisk Criterion)		X			
2.2	Counselling for prospective students			X		
2.3*	Selection procedure (if relevant)			X		
2.4(*)	Professional experience (if relevant; Asterisk Criterion for master programmes that require professional experience)					X
2.5*	Ensuring foreign language proficiency (Asterisk Criterion)			X		
2.6*	Transparency and documentation of admission procedure and decision (Asterisk Criterion)			X		

## **3 Contents, structure and didactical concept of the programme**

### **3.1 Contents**

The programme's main object of studies is the European Union and its objectives aim, in their totality, at training highly qualified experts on the key aspects of the European Union's functioning and the foreign policies of the leading European countries. 14 disciplines are directly focused on various aspects of EU's functioning, history or positioning in the international arena. The Master thesis must focus on one of the problems of EU's evolvement or development or one of the essential political, social or economic problems of an EU member state. An overview of the curriculum is shown in chapter 3.2.

The study programme consists of four cycles: The "General Academic Cycle" provides courses which give an understanding of the environment and basic parameters of the nowadays international politics and Russia's positioning in the international arena as well as the basics of decision-making. The "Professional Cycle" aims at the development of analytic skills and their application, especially to analyse the major development trends of EU's institutions and its political system. The Cycle "Practical Training and Research" is oriented at teaching students to translate their analytical skills into analytical products. This cycle includes students' internships at administrative bodies and/or business structures where they learn how to make decisions in practice. The Cycle "Final State Attestation" consists of the preparation and defense of the Master Thesis which must demonstrate the synthesis of graduates' theoretical background, analytical skills and empirical knowledge. Semester one till three contain a research part where students do research work and start their Master thesis. During the semesters, every student plans the thesis, does research, writes articles and begins with the actual thesis chapters. In the fourth semester, the thesis needs to be finished and defended.

The compulsory electives enable students to acquire additional competences and skills. A voluntary additional elective "Second Foreign Language" allows students to learn professional terminology in French or German, to get acquainted with the cultural environment (elements of national traditions, literature, media sphere) of France and Belgium or Germany and Austria, and to gain the skills of conducting business correspondence in French or German. For those students who participate in the Double Degree programme with the Free University of Brussels the additional French language course is obligatory.

Teaching of all the disciplines, with the exception of foreign languages, includes both lectures and practical classes where students operationalise theoretical approaches to explain practical international or EU-related phenomena, analyse international situations, interpret official documents and statistical data, and make prognoses and scenarios of the evolution of the objects of research. Two obligatory internships ("Research and Teaching Training" and "Production and Analytic Training") are specifically designed to enable the application of theoretical knowledge to a wide range of practical situations, from the challenges arising at administrative institutions and companies to the imperatives of teaching and preparing academic publications. In particular, production and analytical training requires that students get acquainted with the missions, functions and daily operations of regional chambers of commerce, cultural institutions, business entities, or administrative structures.

Understanding why the European Union emerged and how it functions, explaining its complicated relationships with Russia, making prognoses of its future requires the synthesis of political science, international relations theory, history, law, economics, sociology, political psychology, and cultural studies. In courses like "Political System of the EU", "The EU and Russia" or "European Regionalism and EU Regional Policy" the students take into account historical, strategic, political, societal, cultural and humanitarian dimensions of mutual interactions. In projects and papers, which are part of these course, the students should

combine elements of historical analysis, the knowledge of regional geography, demographic, social and economic profile, the knowledge of EU's legislation in this area, and the abilities to interpret statistical data and to explain public policy at regional, national and supranational levels.

Regarding ethical aspects the programme takes into consideration the EU's self-identification as a community based on shared values as well as the ethical problems of EU's functioning, such as the "values gaps" between the EU and some other international actors (including Russia) or the problem of "democratic deficit" in the EU's political system. For example, the course "Megatrends and Global Problems" puts much emphasis on the problems of inequality and injustice in the contemporary international system. The course "International and European Policy of Human Rights Protection" communicates to the students the critical significance of the human rights discourse for the entire European project and brings into light the ethical dimension of EU's foreign policy. Essential ethical aspects are also communicated in such courses as "Social Europe and EU Social Policy", "EU Area of Freedom, Security and Justice", "The EU Development and Cooperation Policy", and "The EU and Russia".

The students acquire methodological competences within the framework of the methodological seminar "Methods of Social and Political Studies". The seminar ensures that the students get to understand the concept of political expertise and are familiarised with the problems of description, generalisation, explanation, understanding, formulation and verification of hypotheses in socio-political research. They acquire the skills of working with different categories of documentary sources. Among the methods they learn to apply are observation, comparison, content analysis, and event analysis. Moreover, such methods as cognitive mapping, socio-political modeling, brain-storming and Delphi analysis are introduced to them. Students are trained in drafting research projects, analysing documentary sources through the lens of their origins, validity and completeness, developing plans for free interviews, and verification of hypotheses with the help of statistical data. Moreover in the framework of research training programme students are encouraged to take part in scientific conferences and write academic articles and abstracts. The Master thesis must include a detailed justification of the methodological toolbox employed for the solution of the concrete scientific problem.

Students are tested on whether or not they achieve the intended learning outcomes of the programme through the tests and assignments during the programme. A system of continuous assessment is used and has the advantage of students receiving continuous feedback on their progress. The continuous monitoring of student progress means that problems which some individual students may have are identified sooner, so instructors can take the necessary countermeasures in a timely manner. The used test formats of the examinations are among others: written tests, essays, course or project papers, oral tests, and presentations. The aim of the final tests is to determine the proficiency level of the students. The timely preparation of a Master dissertation requires careful planning, meticulous work with information and succinct and convincing presentation.

## Appraisal:

In the view of the panel the curriculum with its four cycles adequately reflects the qualification objectives in the field of International Relations. The contents of the modules are well-balanced, logically connected and oriented towards the intended learning outcomes. In addition, the programme content is in accordance with the requirements of the Federal state educational standard in the area of studies 031900 "International Relations". The areas of specialisation (notably in the compulsory elective modules of the professional cycle) enable students to acquire additional competences and skills according to their individual interests. Second language courses are an optional offer and therefore not part of the main curriculum. The only exception are courses in French language for the students who decide to participate in the Double Diploma option. Even if this means additional workload for these students the

panel appreciates the structure of the programme which allows a good preparation of the Double Degree students without relinquishing necessary content in the compulsory electives.

The programme's content with its focus on the European Union is reflected in the programme description. Furthermore, in the view of the panel the Master degree corresponds adequately to the academic level of the programme.

Theoretical questions are explained in the modules by means of practical examples. The two included internships are envisaged to link theory and practice as well. The panel got information on offers for internship places and on organisations where students from the programme completed their internships. In this context the panel was sometimes missing a strong link to the classical field of International Relations. (Besides adequate places at Chambers of Commerce, in international organisations and the administration some travel agencies appeared). Hence, the panel recommends ensuring that all internships take part in work areas that are clearly aligned with the programme objectives regarding the specific field of International Relations.

The described synthesis of various disciplines and their linking-up appears as an emphasis of the programme. The achieved outcomes show clearly the preparation of the students for an occupation requiring interdisciplinary knowledge. The programme also contains ethical implications (for example in the module "International and European Policy of Human Rights Protection"). But the panel recommends to point out the existing implications in other module syllabi more clearly.

Through the seminar "Methods of Social and Political Studies" and the included analytical methods the students acquire additional methodological competences and are enabled to do scientific work on the required Master level. The panel appreciates the systematic approach of delivering the needed skills for research work and the final Thesis during the entire study programme. The exams, as they are defined for the modules in various formats, are suited in content to ascertain the intended learning outcomes. They correspond with the desired Master level as well.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.1 Contents					
3.1.1* Logic and conceptual coherence (Asterisk Criterion)			X		
3.1.2* Rationale for degree and programme name (Asterisk Criterion)			X		
3.1.3* Integration of theory and practice (Asterisk Criterion)			X		
3.1.4 Interdisciplinary thinking		X			
3.1.5 Ethical aspects			X		
3.1.6* Methods and scientific practice (Asterisk Criterion)			X		
3.1.7* Examination and final thesis (Asterisk Criterion)			X		

## 3.2 Structure

Projected study time	2 years
Number of ECTS-Points	120 (30 ECTS-Points per semester)
Workload per ECTS-Point	36 academic hours (27 time hours)
Number of modules	8
Time required for processing the final thesis and awarded ECTS-Points	12 ECTS-Points in the fourth semester (8 weeks); regarding the preparation time see also chapter 3.1
Number of contact hours	786

The module structure of the study programme is shown in the following illustration:



**Master's Degree Programme in International Relations**  
**STUDIES OF THE EUROPEAN UNION**



FIBAA

<b>1<sup>st</sup> Semester</b>										
Modul No.	Title of Module / Course Unit	Credit Points per Semester				Workload		Method of Teaching  i.e. lecture course, seminar	Form and Duration of Examinations	weight of exam related to final grade
		1.	2.	3.	4.	Hours in Class	Hours Self-Study			
<b>M1</b>	<b>General Academic Cycle</b>	<b>11</b>								<b>11 / 120</b>
M 1.1	Megatrends and Global Problems	4				28	116	L/T/S/P	Course paper and presentation / Written examination	
M 1.2	Regional Systems of International Relations in the 21 <sup>st</sup> Century	4				30	114	L/T/P	Course paper and presentation / Examination	
M 1.4	English	3				60	48	S/T	Written and oral test	
<b>M2</b>	<b>Professional Cycle</b>	<b>14</b>								<b>14 / 120</b>
M 2.4	History of European Integration	4				28	116	L/T/S/P	Course paper and presentation	
M 2.5	Introduction into European Law	5				28	152	L/T/S/P	Course paper and presentation / Examination	
M 2.6	Political System of the EU	5				28	152	L/T/S/P	Course paper / Written examination / Peer review	
<b>M3</b>	<b>Practical Training and Research</b>	<b>5</b>								<b>5 / 120</b>
M 3.3	Research	5				14	166	T/S	Research report	
<b>M4</b>	<b>Optional Disciplines</b>	<b>3**</b>								<b>0 / 120</b>
M 4.1	Second Foreign Language (French for Double Degree students)	3				60	48	S/T	Written and oral test	

<b>2<sup>nd</sup> Semester</b>									
<b>M1</b>	<b>General Academic Cycle</b>		<b>6</b>						<b>6 / 120</b>
M 1.3	Russian Foreign Policy Strategy and International Conflicts		3		16	92	T/S/P	Course paper and presentation	
M 1.4	English		3		60	48	S/T	Course paper and presentation / Examination	
<b>M2</b>	<b>Professional Cycle</b>		<b>20</b>						<b>20 / 120</b>
M 2.1	Global Security		4		28	116	L/T/S	Written examination	
M 2.2	Analysis of International Situations		4		14	130	T/S/P	2 project papers	
M 2.3	Foreign Policy Process and the Making of Russian Foreign Policy		4		16	128	L/T/S/P	Course paper and presentation	
M 2.7	Single European Market and Economic and Monetary Union		5		28	152	L/T/S/P	Course paper / Oral examination	
	<b>Module: Basic Mechanisms and Areas of EU activities (Optional Disciplines)</b>		<b>3</b>						
M 2.9	Social Europe and EU Social Policy		3		28	80	L/T/S/P	Course paper and presentation / Written test	
M 2.10	European Regionalism and EU Regional Policy		3		28	80	L/T/S/P	Course paper / Oral examination	
<b>M3</b>	<b>Practical Training and Research</b>		<b>4</b>						<b>4 / 120</b>
M 3.3	Research		4		22	122	T	Research report	
<b>M4</b>	<b>Optional Disciplines</b>		<b>3**</b>						<b>0 / 120</b>
M 4.1	Second Foreign Language (French for Double Degree students)		3		60	48	S/T	Course paper and presentation / Examination	

3 <sup>rd</sup> Semester										
<b>M1</b>		<b>General Academic Cycle</b>				<b>3</b>				<b>3 / 120</b>
		<b>Optional Disciplines</b>				<b>3*</b>				
M 1.5	International and Interregional Links of the Russian Federation's Regions	3				30	78	L/T/S	Written examination	
M 1.6	International and European Policy of Human Rights Protection			3		18	90	L/T/S/P	Course paper and presentation / Written test	
M 1.7	European Culture in the 1870s – early 1900s			3		28	80	L/T/S/P	Course paper and presentation / Written test	
M 1.8	Sociology of International Relations			3		18	90	T/S/P	Course paper and presentation / Examination	
<b>M2</b>		<b>Professional Cycle</b>				<b>9</b>				<b>9 / 120</b>
		<b>Module: Basic Mechanisms and Areas of EU activities (Optional Disciplines)</b>				<b>3</b>				
M 2.11	EU Common Foreign and Security Policy			3		28	80	T/S/P	Course paper and presentation	
M 2.12	EU Area of Freedom, Security and Justice			3		28	80	L/T/S/P	Course paper / Oral examination	
M 2.13	EU Enlargement			3		28	80	L/T/S/P	Course paper / Oral examination	
		<b>Module: EU Countries and European Integration (Optional Disciplines)</b>				<b>3</b>				
M 2.14	"The German Question" and European Security			3		28	80	L/T/S/P	Course paper / Oral examination	
M 2.15	British Policy towards European Integration			3		28	80	L/T/S/P	Course paper / Examination	
M 2.16	Britain and Decolonization			3		28	80	L/T/S/P	Essay / Paper / Test	
M 2.17	Germany after Unification			3		28	80	L/T/S/P	Course paper and presentation / Examination	
		<b>Module: EU External Relations (Optional Disciplines)</b>				<b>3</b>				
M 2.18	The EU and Russia			3		18	90	L/T/S/P	Course paper and presentation	
M 2.19	The EU Development and Cooperation Policy			3		18	90	L/T/S/P	Course paper and presentation / Written examination	
M 2.20	European Integration and Transatlantic Relations			3		20	88	L/T/S/P	Course paper and presentation / Written examination	
M 2.21	Comparative Analysis of Economic Integration in Europe and the Asia-Pacific			3		28	80	L/T/S/P	Course paper and presentation / Written examination	
<b>M3</b>		<b>Practical Training and Research</b>				<b>18</b>				<b>18 / 120</b>
M 3.1	Research and Teaching Training			6		36	180	T	Feedback report / Individual plan of work / Teacher training report	
M 3.3	Research			12		22	410	T	Research report / Information and analytical paper	

<b>4<sup>th</sup> Semester</b>									
<b>M3</b>	<b>Practical Training and Research</b>				<b>18</b>				<b>18 / 120</b>
M 3.2	Production and Analytic Training				6	144	72	T	Feedback report / Training completion report
M 3.3	Research				12	22	410	T	Master's degree paper
<b>M5</b>	<b>Final State Attestation</b>				<b>12</b>				<b>12 / 120</b>
	Master Dissertation***				12	30	402	T	Master Dissertation defence
<b>total****</b>		<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>786</b>	<b>3534</b>		
<b>L:</b>	<b>Lecture</b>								
<b>S:</b>	<b>Seminar</b>								
<b>T:</b>	<b>Tutorial</b>								
<b>P:</b>	<b>Cours paper</b>								
* The courses M 1.5, M 1.6, M 1.7 and M 1.8 of the General Academic Cycle are optional. Students have to choose at least one from the list. As most of the courses are conducted in the 3rd semester, credits for chosen course are calculated in the workload of this semester.									
** The course M 4.1 is given to Double Master students only. It's not calculated in the workload of the Master curriculum.									
*** 12 Credit Points (432 hours) for the Master Dissertation is a requirement of the Federal State Educational Standard in the area of studies 031900 "International Relations" (master level), confirmed by the Decree of the Ministry of Education and Science of the Russian Federation of 29 March 2010 № 225.									
According to the Russian legislation, 1 Credit Point amounts to 36 academic hours; 1 academic hour is 45 minutes.									
**** The calculation of total credit hours proceeds from the compulsory courses (blue line) and the minimum set of optional courses (yellow line).									

As for the application of the European Credit Transfer and Accumulation System (ECTS), the main elements of the ECTS-system have been used: the implementation of ECTS Points and characteristics of the educational workload. A Diploma Supplement has been introduced as well. ECTS-Points are assigned to all main types of educational work of a student:

- mastering educational disciplines and passing all attestations provided for them;
- practical internships (third and fourth semester each credited with 12 ECTS-Points);
- doing research and preparation of the Master thesis (first semester five ECTS-Points, second semester 4 ECTS-Points, third and fourth semester each with 12 ECTS-Points).

All modules have been described in module syllabi enclosing learning outcomes and acquired competencies of the subject, contents, examination forms, and a list of obligatory and recommended literature. The mastering of each specific course is usually terminated by an examination.

Requirements for the volume and structure of the programme are defined in the document 'Basic Educational Program of Higher Professional Education, Area of studies 031900 International Relations, "Studies of the European Union", Graduate's qualification (degree) Master'. The rules of the admission procedure are defined in the 'Rules of Enrolment in the National Research Tomsk State University for Basic Educational Master Programs of Higher Professional Education'.

The students' weekly total workload in the programme does not exceed 54 academic hours (40,5 time hours) including all kinds of classroom and extracurricular (independent) work. The total weekly workload in class does not exceed 24 hours. On average, their weekly in-class workload (lectures and seminars, excluding tutorials, exams and credit tests) is 20 academic hours in the first semester; 15 academic hours in the second semester; seven academic hours in the third semester. The regressive in-class workload leaves greater time for research and practical training. Student counselling is provided weekly by every faculty member teaching under the programme. The Programme Coordinator provides student counselling daily for two hours.

The estimated workload is checked systematically through evaluation of factual student workload using questionnaires to be completed by students during every semester (see also chapter 5). On the ground of the data collected and processed twice a semester the average workload of a regular student per course including class and self-study hours is calculated and if necessary the content/learning outcomes or the ECTS-Points are adjusted.

TSU, in compliance with the federal legislation, guarantees gender equality and non-discrimination for all its students. Actually the amount of female students exceeds the amount of male students since the first cohort in 2008). In accordance with clause 79 of the Federal Law on Education of December 29, 2012, TSU provides special conditions for students with disabilities, including individual plans of studies and individual formats of examinations. Foreign students get particular assistance by individual "tutors" from among volunteering "native" students. These Tutors are appointed to help the foreign students with studies and practicalities of adjusting to life in Tomsk.

## Appraisal:

The programme consists of modules and assigns ECTS-Points per module on the basis of the necessary student workload. The programme structure with its uniform distribution of ECTS-Points over the four semesters helps students to reach the defined learning outcomes. The study programme is designed in a way that students' mobility is ensured. Two internships are part of the programme and integrated in such a way that ECTS-Points can be acquired. The module syllabi provide detailed descriptions of intended learning outcomes and information according to the ECTS Users' Guide (e.g. type and level of course unit, number of ECTS-

Points, name of lecturer, assessment methods, etc.). The amount and quality of the recommendations of relevant literature is generally satisfying. Nonetheless the panel found outdated information on literature in some of the syllabi and, therefore, recommends updating the recommendations more frequently.

The regulations relevant for the programme are legally binding and contain all necessary rules including the admission requirements. They take into account the national Russian requirements. The recognition of successful study periods at other HEIs is regulated in accordance with the Lisbon Convention. Due to the fact that in the Russian higher education system a final grade is not intended, a relative grading according ECTS is not possible.

The feasibility of the study programme's workload is ensured:

- by a suitable curriculum design,
- by a plausible calculation of workload (which is checked regularly via course evaluation),
- by an adequate number and frequency of examinations following the principle of continuous assessment, see chapter 3.1), and
- by appropriate support services as well as academic and general student counselling.

TSU ensures gender equality and non-discrimination. Students with disabilities are provided with affirmative actions concerning time and formal standards/requirements throughout the programme and examinations. Students in special circumstances, such as foreign students, are particularly assisted.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.2	Structure					
3.2.1*	Modular structure of the study programme (Asterisk Criterion)			X		
3.2.2*	Study and exam regulations (Asterisk Criterion)			X		
3.2.3*	Feasibility of study workload (Asterisk Criterion)			X		
3.2.4	Equality of opportunity			X		

### 3.3 Didactical concept

The didactical concept of the programme is based on the combination of lectures, seminars, tutorials and self-study. The application of different teaching and learning methods is an integral part of the didactical concept. For instance, within the framework of most of the courses students are taught to write information and analysis papers. In addition, research products are connected with the reflection on current political events, phenomena and processes, especially within the EU and in the domain of its external relationships. Another method used in teaching of most disciplines is assigning students to write annotations, brief accounts of the essence of a document, the reasons and circumstances under which it was issued, its objectives, argument and conclusions. Students are asked to write reviews, concise accounts of the results of studying a given research problem which includes an overview of sources and bibliography. Writing essays is practiced to improve students' skills of independent creative thinking and formulating their own conclusions and assessments. A number of disciplines envisage the preparation of students' projects, integrative products including problem-setting, implementation of ideas in practical activities, and presentations of the results. Presentations are followed by reflection seminars where initial motivations, authors' conceptions and the results of projects are discussed. Furthermore, in particular disciplines Simulation games are

used as well as group essays and project work. Many of in-class activities are performed in teams or small groups, so the development of cooperation and conflict-handling skills is stimulated too (see chapter 3.5).

The courses in the programme are accompanied by readers and/or manuals. The readers combine primary sources and analytical articles reflecting on the problems of the disciplines from different theoretical and methodological angles. In particular, the leading theoretical paradigms on European integration, neo-functionalism, liberal intergovernmentalism, multi-level governance, are thoroughly represented in the readers. While the readers are sent to the students via e-mail, the manuals are available at the TSU Library and the libraries of the relevant Chairs. Moreover, many lecturers write papers for academic journals which are also used in their teaching during the courses. Students often refer to these papers for detailed understanding of specific problems and for familiarisation with the standards of academic writing.

Guest lecturers are regularly invited to deliver specific courses for the programme on the aspects of the EU studies which are at the forefront of academic debate and have not yet become elements of teaching “mainstream”. Regarding this guest lecturers TSU uses especially the intensive cooperation with the Free University of Brussels (see also chapter 4.3). As lectures and seminars were held in English, the students also had opportunities to improve their language skills. The students have frequent opportunities to attend guest lectures and seminars given by diplomats, representatives of international organisations, or politicians. For instance, in the academic year 2013 - 2014 the former Prime Minister of Slovakia, the Head of the EU Delegation to Russia and the Director of NATO Information Bureau in Russia attended lectures and discussed with the students.

## Appraisal:

The didactical concept of the programme is described, plausible and oriented not only at the attainment of major professional qualification objectives, but also at shaping students' skills of setting objectives, planning, reflecting, developing and promoting information products. It allows for the application of different teaching and learning methods and promotes the students' ability to display initiative and to assume responsibility.

The accompanying course materials are oriented towards the intended learning outcomes and correspond to the required Master level. They are user-friendly and encourage students to engage in further independent studies. The materials are electronically accessible for the students or available in the University's libraries. The panel learned that the online access is currently depending on the single lecturers. They recommend assuring that all lecturers make use of the digital network to deliver their materials. Regarding the up-to-dateness the panel sees potential for improvement too. Some presented materials appeared partly outdated. Also, against the background of the national Russian regulations regarding the actuality of documents the panel recommends implementing an even more systematic updating process of the accompanying materials.

Guest lecturers are invited and contribute to the students' qualification process with their special experience, either from professional practice, scientific work, or politics. The panel especially appreciates the use of the cooperation with TSU's Partner University in Brussels. Nonetheless, the panel recommends inviting guest lecturers more regularly, especially lecturers from the practice and from abroad (see also chapter 3.4). Student assistants are currently not involved in teaching.



		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.3	Didactical concept					
3.3.1*	Logic and plausibility of the didactical concept (Asterisk Criterion)			X		
3.3.2*	Course materials (Asterisk Criterion)			X		
3.3.3	Guest lecturers			X		
3.3.4	Lecturing tutors					X

### 3.4 Internationality

The University states that the international contents constitute the essence of the programme and the core of the curriculum. According to this, all the disciplines are oriented at shaping students' understanding of global and European trends, processes, phenomena and events and their ability to analyse Russia's role as an element of the global system. To meet the requirements for successful completion of any discipline, students have to read and analyse primary sources of international and/or EU origin and international academic literature. They are familiarised with the global discourse on security, world order, conflict resolution, economic integration, human rights and development as well as with the elements of foreign policy analysis. Thus, students get an understanding of the factors shaping the international working environment which makes them prepared for its challenges.

The programme also includes an intercultural dimension. Students get an understanding of European values and the "values gap" existing between the EU and Russia, of the different integration cultures which emerged in Europe, the post-Soviet space and the Asia-Pacific. For those with a particular interest in the fundamentals of modern European culture, an optional course "European Culture in the 1870s – Early 1900s" is offered. Students get practical experience of acting in intercultural environments during guest lecturing, through participation in summer schools and international conferences. Regarding the possibility of studying in Tomsk and in Brussels (Double Degree option) see chapter 4.3.

Currently, the share of international students in the programme is 25%, with foreign students coming from Kazakhstan, Turkmenistan and Belgium. The programme at hand is attractive to students from Kazakhstan who are usually fluent in Russian and do not have to cover long distances to travel between Tomsk and their homes. Moreover, similar programmes are not developed in Kazakhstan. Hence, TSU has setup an admission office for prospective Kazakh students in Kazakhstan. The students from Belgium are participating in the Double Degree option and come to Tomsk for one year of studies. However, additional steps are being taken by TSU Administration to promote the internationality of the programme. Since 2014, a system of grant support for foreign students enrolled in the programme has been introduced, so TSU expects that the number of applicants from abroad will increase.

Nearly all faculty in the programme consists of teachers of Russian citizenship and permanent residence in Russia. This corresponds with the typical situation of Russian HEIs and the high barriers for foreigners to settle in the Russian Federation. Nonetheless, it is only in 2014 that TSU is beginning on implementing a systematic basis to employ foreign nationals as faculty. However, most of the faculty teaching in the programme have international academic and professional experience. Among the faculty are three grantees of the European Commission's Jean Monnet Programme, five former Fulbright Visiting Scholars, and the Director of the EU Center in Siberia and the Center on Human Rights of the Council of Europe. 13 teachers have been participants of the TEMPUS TACIS projects sponsored by the European Commission. Three teachers have Master degrees from foreign Universities. 90% of the faculty are fluent in



at least one foreign language, and most of the teachers have publications abroad, including in peer-reviewed academic journals. Two lecturers have extensive international professional experience as, respectively, Head of the Department of International and Interregional Relations of the Tomsk Regional Administration and Chairman of the Committee on International Cooperation of the regional Administration.

English is taught throughout the first year of the programme (corresponding to six ECTS-Points). It is taught at advanced professional level. Forms of performance control include conversations, audition, writing essays annotations and reviews, making presentation and reports, role games and roundtables, written translations and interpreting. French and German are taught optionally. A high amount of course syllabi require that the students should work with primary sources and academic literature in English. Using references to documents and academic literature in foreign languages is an imperative for a successful defense of a final thesis. Students studying under the Double Degree programme must write and defend their Master theses in English or in French.

### Appraisal:

International contents are an integral part of the curriculum. Students are thus prepared for the work at the interface of European and Russian organisations and businesses. Intercultural aspects are part of the programme contents too, so in the view of the panel the ability of acting in an intercultural environment is promoted a well.

The international composition of the student body corresponds to the programme concept. The actual number of 25% is relatively high in relation to the total number of students in the programme. Due to the fact that the teaching language in the programme is Russian, the strategy of attracting mostly students from neighbour countries where Russian language is common too, appears reasonable.

The faculty does not include foreign teachers. But the Russian lecturers have good experience in teaching abroad and/or working in an international context to promote the acquisition of international competences and skills. The panel learned about the difficult circumstances of recruiting permanent staff from abroad and therefore recommends using foreign guest lecturers more often (see chapter 3.3).

The programme contains English language courses on an advanced professional level and accompanying course materials as well as English literature, which is used for the teaching of international contents. By reason of the interviews with the students and the lecturers during the on-site visit the panel came to the conclusion that the language courses and the proportion of foreign language materials are sufficient for promoting the achievement of the study programme's objectives.

For those students who participate in the Double Degree option of the programme the level of internationality is even higher due to their semesters abroad and the additional French classes. Hence, the achieved employability in French-speaking countries and in organisations and businesses who deal with International Relations of or with France is exceedingly higher.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.4	Internationality				
3.4.1*	International contents and intercultural aspects (Asterisk Criterion)		X		
3.4.2	Internationality of the student body		X		
3.4.3	Internationality of faculty		X		
3.4.4	Foreign language contents		X		

### 3.5 Multidisciplinary competences and skills (Asterisk Criterion)

According to TSU, acquiring communication and public-speaking skills is an integral part of teaching all the disciplines of the programme. Seminars, public presentations, role games, roundtables and peer-reviewing are widely used in teaching. Students are strongly encouraged to make presentations at academic conferences, and for the successful defense of a final thesis strong public speaking skills are trained during the programme. As many of in-class activities are performed in teams or small groups, the development of cooperation and conflict-handling skills is stimulated. Furthermore, students are encouraged to display initiative, to suggest their own topics of research projects, essays and forms of in-class activities. They are strongly encouraged to participate in grant and scholarship contests, at University, regional, national and international levels. This policy contributes to the development of leadership skills. The programme also includes elements allowing the students to acquire broad contextual knowledge. This knowledge is conveyed by optional courses (e.g.: ‘European Culture in the 1870s – early 1900s’, ‘Britain and Decolonisation’, ‘Germany after Unification’, ‘The Comparative Analysis of Economic Integration in Europe and the Asia – Pacific’ as well as by the mandatory courses ‘Megatrends and Global Problems’, ‘Regional Systems of International Relations in the 21<sup>st</sup> Century’, ‘Global Security’.

#### Appraisal:

Through various methods the students acquire communication and public-speaking skills as well as cooperation and conflict handling skills in the study programme. This is documented in the course syllabi and corresponds with the didactical concept of TSU (see chapter 3.3). The acquisition of further multidisciplinary competences, such as self-management, leadership skills and broad contextual knowledge, is ensured.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.5*	Multidisciplinary competences and skills (Asterisk Criterion)		X		

### 3.6 Skills for employment / Employability (Asterisk Criterion)

The common thread of the study programme is the promotion of graduates’ employability in the following areas of professional activities: organisational and administrative activities; project activities; analytic activities; research and teaching:

- Within the area of organisational and administrative activities, graduates are prepared to be employed as mid-level executive and junior administrative staff at the subdivisions of the Russian Ministry of Foreign Affairs, other state establishments, departments of

federal and regional authorities and as mid-level executive staff in international organisations of different categories. To this end, the programme teaches them to accumulate and analyse information on international topics and prepare assessments and recommendations for foreign-policy decision-making; to conduct business correspondence, take part in negotiations, carry on conversations with foreign representatives on various aspects of bilateral relations and international politics in general, with the special emphasis on the correspondence and conversations in foreign languages on the subjects falling within the domains of their competence; to act as interpreters and translators; to organise international negotiations, meetings, conferences, seminars; to establish efficient cooperation in professional teams at their workplace.

- Within the area of project activities, the programme promotes their skills of launching projects and programmes of international profiles, of developing corporate and group strategies in the areas of their professional competence in pursuit of the interests of their employers, of supervising groups of reviewers and translators of materials from/to foreign languages.
- Within the area of analytic activities, the programme promotes their skills of doing analytic work individually or in groups on the basis of original information, including the information from foreign sources, of supervising research, and of establishing networks of professional international contacts.
- Within the area of research and teaching, the programme promotes their skills of participation in international academic exchanges and of acting as assistants within the framework of relevant teaching activities, skills of systematic thinking and orientation in complexities of multilateral and integration diplomacy, of discerning significant facts within the international flows of political information and grouping them according to research objectives.

## Appraisal:

The promotion of employability, given by the application orientation of the programme, the international context, the training of research and of soft skills, runs as a common thread of the study programme through all its modules. The panel is in no doubt that graduates of the programme will be employable in the described work fields.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.6* Skills for employment / Employability (Asterisk Criterion)			X		

## 4 Academic environment and framework conditions

### 4.1 Faculty

18 lecturers are currently teaching the programme at hand. Among them, 13 work full-time at TSU and five are employed on a part-time basis. The academic qualifications of the faculty are as follows: 16 out of 18 teachers have PhD degrees; among them, five have Doctor of Science degrees. Three teachers have Master degrees of foreign Universities. The PhD dissertations of 15 teachers have been devoted to the problems of contemporary international and European politics (ten dissertations) or domestic policies of European states and the US (five dissertations). All five Doctor of Science dissertations have been devoted to the problems of contemporary international and/or European policies, with two of them directly focused on the European integration. TSU verifies the academic qualifications of the faculty members by means of an established procedure of competitive selection for academic positions. The procedure takes into consideration academic degrees, number and quality of publications, the Hirsch index, participation in conferences, knowledge of foreign languages, grants, scholarships and fellowships, as well as documented efforts taken by the faculty members to improve their academic qualifications. The University gives associate professors sabbaticals for writing Doctor of Science dissertations which entitle them to fill a full professor post. Furthermore, all faculty members have diplomas of “specialists” allowing them to teach.

TSU verifies the pedagogical and didactical qualifications of the faculty members by means of an established procedure of competitive selection for academic positions. The procedure takes into consideration the quality of teaching, the supervision of master dissertations, the academic record of the students under a teacher’s supervision, the regular development of new and modernisation of existing courses, the number of published teaching manuals, and the development of electronic teaching tools and resources. Specific measures for the further qualification of the faculty members are implemented. Courses on new teaching methods and didactical approaches are regularly organised by the TSU Institute of Distance Learning. The University also organises international scientific conferences and seminars providing the faculty with possibilities to learn the best practices and to establish professional contacts for further exchange visits. Academic mobility and foreign publications are particularly encouraged. So in accordance with the National Research University and with the help of TSU programmes of academic mobility the teachers are enabled to expand their international experience. They have regular opportunities to visit European universities and to participate in international conferences.

Many faculty members have practical business experience allowing for the synthesis of theory and practice. For example, three lecturers hold high-level positions in the Administration of Tomsk Region and are, in fact, directly responsible for the cooperation of Tomsk Region with foreign countries, international organisations and other regions of Russia and one lecturer is a Director of the EU Center in Siberia which interacts with Tomsk business community. These lecturers interact closely with companies and firms doing international business and translate their experience in teaching and supervision of students.

The faculty members closely cooperate with each other in the implementation of the programme as they coordinate the contents and learning targets. There are weekly meetings of the relevant Chairs aimed at evaluation of the teaching process, students’ performance and further improvement of the programme. Meetings of all the faculty teaching in the programme are organised whenever necessary. The discussion results are developed and approved by the Faculty which meets once a month. As a result course syllabi are adjusted, new teaching methods are discussed and introduced, topics of final theses are reviewed, and problems in cooperation between the students and faculty are solved.

Regarding student support each faculty member has weekly office hours. Besides, the faculty members give students the chance to address their issues before or after the lectures. In addition, the faculty members are in fact available for the students outside the specified office hours via e-mail and/or telephone. The students get feedback, learning materials and further readings from the faculty via email and social networks.

## Appraisal:

The structure and number of teaching staff correspond with the programme requirements and ensure that the students reach the intended qualification objectives. A cross-linking matrix shows the availability of the required capacity to implement the programme. The faculty's composition, consisting of full-time and part-time lecturers, guarantees that both the academic standards and the requirements of professional practice are fully satisfied.

The academic qualifications of the faculty not only correspond to the requirements and objectives of the study programme. The panel had insight in the lecturer's CVs and came to the conclusion that the academic qualification of the faculty is outstanding. First and foremost this is reflected in the amount of scientific publications of the lecturers in the programme which is highly above average. The involvement of grantees of the European Commission's Jean Monnet Programme (see chapter 3.3) is another hint that shows the carefully considered selection of the teaching staff in the programme. Altogether, the panel considers the academic qualification of the lecturers as exemplary.

In addition, the staff's pedagogical/didactical qualifications are in line with their tasks and have been verified. The HEI verifies the qualifications in accordance to a specified procedure. Measures for the further qualification of the faculty members are implemented by using, among others, the services of the TSU Institute of Distance Learning. Travel grants and exchange programmes provide possibilities of going abroad and participate in international conferences.

The practical business experience of the faculty corresponds to the requirement of the programme too. In particular, the lecturers are closely linked with the Administration of Tomsk Region and thereby with internationally acting companies.

The faculty members cooperate with each other for the purpose of tuning the modules towards the overall qualification objectives. Different meetings of the Chairs, the Departments, the Faculty and of all those teaching in the programme take place regularly.

As affirmed by students of the TSU during the on-site visit, the counselling of students by teaching staff is intensive. Student support is an integral part of the services provided by the faculty. The lecturers are available for the students outside the specified office hours as well and e-mails are answered fairly quickly. Hence, the students are "fully content" with the support they receive.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.1	Faculty					
4.1.1*	Structure and quantity of faculty in relation to curricular requirements (Asterisk Criterion)			X		
4.1.2*	Academic qualification of faculty (Asterisk Criterion)	X				
4.1.3*	Pedagogical / didactical qualification of faculty (Asterisk Criterion)			X		
4.1.4	Practical business experience of faculty			X		
4.1.5*	Internal cooperation (Asterisk Criterion)			X		
4.1.6*	Student support by the faculty (Asterisk Criterion)		X			
4.1.7(*)	Student support in distance learning (only relevant and an Asterisk Criterion for blended-learning/distance learning programmes)					X

## 4.2 Programme management

The Programme Director and the Programme Coordinator have among others the following functions and tasks:

- controlling the implementation of the plan of studies;
- controlling the correspondence between the curriculum and the timetable;
- convening the meetings of the students and of the faculty members;
- controlling the students' academic performance;
- making up individual plans of studies for students whenever necessary;
- organising the admission process;
- checking the contents of diplomas and diploma transcripts;
- communication with the relevant University services on financial and material aspects of the programme's functioning;
- suggesting changes and amendments to the programme's plan of studies to the Dean of the Faculty and the University Administration;
- maintaining contacts with the Free University of Brussels to ensure the functioning of the Double Degree Programme;
- responding to written and e-mail requests about the programme;
- updating of the web site of the Department of International Relations where the programme is represented;
- providing daily consultations to the students and the faculty members about the practical aspects of the programme's functioning;
- informing the students of the opportunities for academic mobility;
- helping to resolve differences between students and faculty members or presenting appropriate recommendations to the Heads of the relevant Chairs and/or the Dean of the Faculty.

The administrative staff offering support to the programme's students and faculty members are permanently employed and provide services to the entire Department of International Relations as a subdivision of the Faculty of History. The administrative staff includes amongst others:

- the Head of the Department with largely ceremonial and representative functions;
- the Director of the Programme who has a status of the Deputy Dean of the Faculty of History;

- the manager responsible for the financial aspects of the programme and its material provision;
- three laboratory assistants responsible (among others: for the current control of students' academic performance and daily operations of the office; for the timetable, diplomas and transcripts);
- an IT specialist responsible for the maintenance of the web site and IT facilities.

TSU offers the administrative staff opportunities for professional development (e.g.: arranging visits of administrative staff to foreign universities for the exchange of experience; encouraging administrative personnel to participate lectures and seminars on management; and the development of human resources organised by the TSU Institute of Distance Learning).

## Appraisal:

As the panel came to know, the Programme Director and the Programme Coordinator coordinate the activities of everyone involved in the programme and ensure that the programme runs smoothly. Furthermore, faculty members and students are supported by the administration during the entire study programme. Sufficient administrative staff is available and opportunities for continuous professional development of the administration staff are assured. In the view of the panel, the administrative staff acts as a service provider for students and faculty. Decision-making processes and responsibilities of the programme management and the administration staff are defined. The panel learned during the on-site visit that a student association is elected by the students, which is involved in organisational questions regarding study programmes and provides support to the students as well.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.2	Programme management					
4.2.1*	Programme Director (Asterisk Criterion)			X		
4.2.2	Process organisation and administrative support for students and faculty		X			

## 4.3 Cooperation and partnerships

The programme cooperates with several Russian HEIs. TSU, together with the Universities of Kemerovo, Irkutsk, Altai, Tyumen and Novosibirsk State Technical University, are members of the Siberian Network of EU Studies Centers. The cooperation includes amongst others joint projects and publications, exchange of lecturers as well as joint conferences and summer schools. The programme also cooperates with the European Institute of MGIMO (Moscow State University of International Relations). There are annual consultations at MGIMO on teaching European Studies, the exchange of experience and up-to-date teaching materials, discussions of new trends in educational policies of the state and the developments within the global educational space. Furthermore, the programme cooperates with a number of other European HEIs, including the University of Kent at Canterbury (where six of the faculty members had the opportunity to do research on EU-related topics within the recent three years), the Universities of Oxford, Salzburg and Giessen which provided expert support to the development of the programme.

Moreover, the programme includes a Double Degree optional component: selected students have the opportunity to study for the second year at the Free University of Brussels and to get two diplomas. Until now, seven students graduated at TSU and the Free University of Brussels. The cooperation is regulated by the Interuniversity Cooperation Agreement signed by TSU and the Free University of Brussels (signed 2008) and the framework Cooperation Agreement

(signed 2006). Both Universities agreed on specific programme content and now work with a mutual recognition of courses, examinations and ECTS-Points. The preparation of the Master thesis is supervised by two lecturers representing the two universities. Furthermore, cooperation with the Free University of Brussels is actively pursued in the form of guest lecturing, staff exchanges, and joint conferences. The programme management from Tomsk and from Brussels maintain regular contacts by e-mail and have the opportunity to meet at least once a year.

The programme also cooperates with the EU Center in Siberia, the Russian Association of European Studies, the Administration of Tomsk Region, the Business Chamber of Tomsk Region, the Rotary Club, and the Gorchakov Foundation. Such cooperation is particularly used for opportunities for the students to undertake practical training and internships.

## Appraisal:

The scope and nature of cooperation with HEI in Russia and Europe which are relevant for the programme are plausibly presented and documented as well as aligned with the strategy of the study programmes. Cooperation is actively pursued and has a clear impact on the conception and implementation of the study programme (e.g. development of course content or exchange possibilities for lecturers). In the view of the panel the conducted activities contribute to the development of the students' qualification and skills. The panel especially appreciates the Double Degree option in the programme which appears very effective and well organised and has a formative impact on the profile of the participating students.

The effects of cooperation with business enterprises and other institutions did not become that clear to the panel. Documented agreements do not exist. The informal contacts of the University are used for the finding of internships. But with reference to the assessment of the internship places the panel recommends broadening the cooperation with companies and organisations in the specific field of International relations (see also chapter 3.1).

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.3	Cooperation and partnerships					
4.3.1(*)	Cooperation with HEIs and other academic institutions or networks (Asterisk Criterion for cooperation programmes)		X			
4.3.2(*)	Cooperation with business enterprises and other organisations (Asterisk Criterion for educational and vocational programmes, franchise programmes)				X	

## 4.4 Facilities and equipment

According to TSU the implementation of the Master programme does not require special equipment. For lectures and seminars, the teaching rooms of the Faculty of History are available and their equipment allows the usage of presentations and audio- and video-materials. The Faculty of History also has a computer class and two up-to-date multimedia rooms that are used in the programme at hand. The computer class is equipped with 15 computers, projection screen, multimedia projector, ear and microphones, and a web camera. Two multimedia rooms are equipped with personal computers, equipment for videoconferences, projection screen, multimedia projector, plasma TV, and an interactive board. In addition, two laptops, mobile projectors and screens are available for media-presentations. Besides, there's free wireless Internet access at the facilities of the Faculty.



With more than 3,8 million volumes and 114,000 manuscripts the Scientific Library of TSU has one of the biggest storage of teaching manuals, research publications by Russian and foreign authors, periodicals in Russian and foreign languages in Russia and the biggest storage in the Asian part of Russia. The Library materials, including books and journals relevant for the programme are updated regularly. Due to the TEMPUS programme the library's funds were significantly enriched with the English-language literature on European integration. At the Library the Center for European Documentation, the German Reading Hall and the American Reading Hall (including social sciences and humanities collections in German and English correspondingly) are available as well. The library works seven days a week. The opening hours are as follows: Reading Room: Monday to Friday: 9:00 am till 9:00 pm, Saturday and Sunday: 9:00 am till 3:00 pm; Lending: Monday to Friday: 9:00 am till 7:00 pm; Saturday: 9:00 till 3:00 pm; Infocenter: Monday to Friday: 9:00 am till 7:00 pm, Saturday: 9:00 am till 3:00 pm; Catalogue Room: Monday to Friday 9:00 am till 9:00 pm, Saturday: 9:00 am till 3:00 pm. In the months July and August the library closes earlier at 4:00 pm.

The library is equipped with an automated library data system with e-catalog. More than 100 free-access workstations with LAN-connection and a wireless Internet system in all the reading halls are installed. Via multiple points of common access the library provides a full-text access to electronic resources in social sciences, including the authoritative foreign bases of peer-reviewed academic periodicals including following data bases relevant for European studies: JSTOR, ProQuest, Elsevier, Taylor&Francis, Cambridge University Press, Oxford Journals, Sage, Springer, Academic Search Premier, etc. Every workstation has also access to some electronic data bases of full-text books including tutorials, studies and monographs in social sciences: Oxford Russia Fund, Springer and Emerald. Library's readers can also apply for remote access to the named electronic data bases and read the full-text resources via proxy-connection from at home and free of charge. Along with that, there are specialised libraries on international politics and European studies at the relevant Chairs of the Faculty of History: the Chair of World Politics and the Chair of Modern and Contemporary History and International Relations. At the Regional Pushkin Library (free access for TSU students) the French Reading hall is open.

## Appraisal:

In the view of the panel, the number and size of teaching rooms and the equipment of all learning facilities are in line with the needs described for the programme, also taking into account the use of resources for other programmes. The campus is fully equipped with modern information technology. Access to the internet through laptops via wireless LAN is provided free of charge. A sufficient number of group rooms is available. Due to the fact that the campus of TSU consists of various historical buildings (the main building was opened in 1888) barrier free access is only assured in parts of the facilities. The panel learned that in the past special support for students made studying of individual disabled students possible. The panel understands the difficult situation regarding the historical buildings but recommends improving constantly the study conditions for disabled students.

The panel members appreciate the very well-equipped library of TSU is accessible seven days a week. The opening hours of the library take students' needs sufficiently into account. Access to the literature and journals as well as to digital media (e.g. electronic media, databases) is ensured. Moreover, access to relevant digital media is available from the students' home. Therefore, the panel came to the conclusion that the library provides very good conditions for studying at TSU.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.4 Facilities and equipment					
4.4.1* Quantity, quality, media and IT equipment of teaching and group rooms (Asterisk Criterion)			X		
4.4.2* Access to literature (Asterisk Criterion)		X			

## 4.5 Additional services

TSU has a Center for the Promotion of Graduates' Employment. The staff of the Center provides career counseling on a permanent basis, organises meetings between students and representatives of prospective employers and publishes regular overviews of vacancies available at the regional job market and provides access to the electronic Russian-wide system of vacancies for graduates. The Center helps graduates to prepare CVs and resumes, gives them advice on strategies and tactics of looking for employment, legal and psychological aspects of employer-employee relationships as well as the specifics of positioning at job interviews. It analyses the trends and dynamics of the regional job market. The staff of the Center is permanently employed.

TSU has an alumni association and a Center for Coordination of Work with Alumni. Developing an actively functioning alumni network is one of the key element of TSU Strategic Development Concept. Meetings of the Faculty's alumni are held on an ad hoc basis. The network is used amongst others by helping in media coverage of the programme, and in consulting current students about career possibilities.

### Appraisal:

Career counselling and placement services are offered to the students and graduates to promote their employability. Sufficient resources are provided. An alumni organisation has been set up with the aim of developing an alumni network (see also chapter 5). The panel appreciates the efforts of TSU regarding the continuous development of the network activities.

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.5 Additional services					
4.5.1 Career counselling and placement service			X		
4.5.2 Alumni Activities			X		

## 4.6 Financing of the study programme (Asterisk Criterion)

Annually, the Russian Ministry of Education and Science allots a number of places for the TSU Master programmes in International Relations which are fully funded by the federal budget. Students enrolled for studies at the budget expense pay no tuition fees and receive stipends if they demonstrate good academic performance (i.e., receive good grades and pass all the exams and credit tests in time). Accommodation at a student dormitory is guaranteed for them at a symbolic price. For the academic year 2013-2014, 15 'budget' places were allotted by the Ministry; it should be underlined that it is the total number of places for both Master programmes ('Studies of the European Union' and its "sister" programme, "Regional Studies

of East Asia”). The concrete distribution of “budget” places between the two programmes is determined by the number of applicants and the results shown by them at entrance tests. For the year 2013-2014, 9 out of 15 “budget” places went to the programme “Studies of the European Union”. Federal funding is absolutely guaranteed for the whole duration of studies; it means that the students will definitely be able to complete their studies.

Those applicants who have not passed the selection for budget places but have demonstrated a sufficient level of competence at entrance tests have the right to study in the programme on the commercial basis. They sign a contract with the University taking the responsibility to pay tuition fee; for the academic year 2013-2014, the annual tuition fee for studying in the programme “Studies of the European Union” is 78,000 Russian roubles. For the academic year 2013-2014, three students were enrolled in the programme “Studies of the European Union” on the commercial basis. However, if “budget” places become vacant, students studying on the commercial basis have the right to be transferred to these places. If there are several applicants for a single budget place, the applicant with the best academic performance is transferred.

### Appraisal:

As the programme is state-financed its funding (including teachers, administrative staff, rooms, library and other services) is fully covered and ensured by the Federal budget. Hence, the financial stability of Tomsk State University is ensured for the current programme cycle and the entire accreditation period. Nonetheless, the panel points out that a long-term state financing might depend on sufficient student numbers. Therefore, the panel recommends again taking measures to attract more students on a commercial basis (see also chapter 1.3).

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
4.6*	Financing of the study programme (Asterisk Criterion)			X		

## 5 Quality assurance and documentation

The aims of TSU's quality activities are asserted in the TSU quality policy introduced in March 2011. In 2005 the TSU Quality Management Centre along with a quality council were established in order to develop and improve the TSU quality system. In 2006 the quality management system was assessed and registered by NQA (USA) against the provisions of BS EN ISO 9001 : 2008 and reaffirmed in 2012. Within the framework of the quality management system an authorised officer of the Faculty of History carries out quality monitoring including student surveys. However the conducted surveys concern only undergraduate students and don't cover the students enrolled in the programme at hand.

An assessment of the programme's content and implementation takes place annually by the faculty of relevant Chairs with the participation of representatives of the Administration of the Faculty of History. The opinions of the students on the disciplines they have passed are taken into consideration. The employment of the graduates is traced out by the relevant Chairs and the Dean's office through questionnaires that each graduate is asked to fill in immediately after graduation.

The evaluation of the programme by the students is carried out through a distribution of anonymous questionnaires after the completion of the disciplines. In the past questioning was not mandatory and carried out at teacher's discretion. However, currently the Faculty of History is introducing a centralised and systematic course evaluation system starting from the academic year 2014/15 in order to improve teaching and learning process by taking into account student evaluations and remarks. A new anonymous questionnaire regarding course contents, teaching and examination methods, learning outcomes and acquired competences was introduced.

The control of the contents and implementation of the programme is carried out by the lecturers as well. In annually meetings of the relevant Chairs the faculty members and representatives of the administration of the Faculty of History discuss about the teaching process, students' performance and further improvement of the programme. The discussion results are developed and approved by a special council of the Faculty which meets once a month. As a result course syllabi are adjusted, new teaching methods are discussed and introduced and topics of final theses are reviewed. If necessary, decisions are taken to modify the plan of studies and/or the organisation of the teaching process which enter into force since the next academic year.

The latest external evaluation of the Master programme was carried out in 2011/12 by representatives of the University community (Kemerovo State University) and employers (The Department of International and Interregional Relations of the Tomsk Region Administration). The results of the evaluation were presented to the relevant Chairs and the Dean's Office, and the decision to take them into account while modifying the programme was taken in 2012.

The key documents of the programme, in particular the detailed description of the programme's objectives and admission regulations (both in Russian and in English language), the plan and schedule of studies, the programmes of trainings and the final attestation, are published on the web site of the Department of International Relations of the Faculty of History. If changes are introduced, these documents are immediately updated. The printed versions of these documents are available at the Dean's Office and at the relevant Chairs. All the mentioned programme documents as well as detailed syllabi are printed as hardback edition and available at the library and the Chairs.

At the very beginning of the academic year the representatives of the Faculty Administration and the Programme Director have a meeting with the first-year students where they inform the students in detail about the specifics of the programme's contents and implementation. Subsequently, information about various aspects of academic and other activities is provided

through regular e-mailing of information to students' electronic addresses and publication of announcements at the web site of the Department of International Relations of the Faculty of History and the Faculty's billboards as well as at the website of the EU Center in Siberia.

## Appraisal:

A quality assurance and development procedure has been set up and correlates with ISO standards. The panel learned that the actual University's quality management focusses primarily on under graduate programmes. Therefore, a highly appreciated development is the introduction of a specialised evaluation system in the Master programmes of the Faculty of History. During the on-site visit the new evaluation questionnaire was presented and the panel was convinced that the systematic use of the introduced evaluation procedure provides a continuous monitoring and developing of the quality of the programme with respect to its contents, processes, and outcomes. The questionnaire contains a specific question to check if the estimated Workload (academic hours and self-studies) corresponds to the actual workload of the students.

Quality control by the faculty is carried out on a regular basis as well and resulting discussions lead to the development of teaching methods and module content. Third parties like employers or cooperating universities are involved in surveys too. Regarding the external evaluation the panel recommends performing the surveys more frequently. Regarding the graduates of the programme the panel recommends constantly undertaking alumni-tracking studies by also recording and continuously updating the status and occupational field of alumni.

Altogether, in the view of the panel now the responsibility of the Faculty of History is to promote the quality culture. The panel particularly recommends communicating the outcomes systematically to all relevant parties.

The study programme's objectives, content, study plan and information on examination have been very well documented and published on the University's web site. Paper versions are available at the University's offices as well. Information on the Double Degree option and the admission process are available in English language. This documentation is constantly updated and easily accessible, which ensures a high level of transparency. Furthermore, TSU regularly publishes current news and information about the HEI's activities and about the study programme. Altogether the panel appreciates very much the comprehensive web site appearance of TSU.

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
5.1*	Quality assurance and quality development with respect to contents, processes and outcomes (Asterisk Criterion)			X		
5.2	Instruments of quality assurance					
5.2.1	Evaluation by students			X		
5.2.2	Evaluation by faculty			X		
5.2.3	External evaluation by alumni, employers and third parties			X		
5.3	Programme documentation					
5.3.1*	Programme description (Asterisk Criterion)		X			
5.3.2	Information on activities during the academic year			X		

# Quality profile

HEI: Tomsk State University

Master programme: Studies of the European Union

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
<b>1</b>	<b>Objectives</b>					
1.1*	Objectives of the study programme (Asterisk Criterion)			X		
1.2*	International orientation of the study programme design (Asterisk Criterion)			X		
1.3	Positioning of the study programme					
1.3.1	Positioning of the study programme in the educational market			X		
1.3.2	Positioning of the study programme on the job market for graduates („Employability“)			X		
1.3.3	Positioning of the study programme within the HEI's overall strategic concept			X		
<b>2</b>	<b>Admission</b>					
2.1*	Admission requirements (Asterisk Criterion)		X			
2.2	Counselling for prospective students			X		
2.3*	Selection procedure (if relevant)			X		
2.4(*)	Professional experience (if relevant; Asterisk Criterion for master programmes that require professional experience)					X
2.5*	Ensuring foreign language proficiency (Asterisk Criterion)			X		
2.6*	Transparency and documentation of admission procedure and decision (Asterisk Criterion)			X		
<b>3.</b>	<b>Contents, structure and didactical concept</b>					
3.1	Contents					
3.1.1*	Logic and conceptual coherence (Asterisk Criterion)			X		
3.1.2*	Rationale for degree and programme name (Asterisk Criterion)			X		
3.1.3*	Integration of theory and practice (Asterisk Criterion)			X		
3.1.4	Interdisciplinary thinking		X			
3.1.5	Ethical aspects			X		
3.1.6*	Methods and scientific practice (Asterisk Criterion)			X		
3.1.7*	Examination and final thesis (Asterisk Criterion)			X		
3.2	Structure					
3.2.1*	Modular structure of the study programme (Asterisk Criterion)			X		

	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
3.2.2* Study and exam regulations (Asterisk Criterion)			X		
3.2.3* Feasibility of study workload (Asterisk Criterion)			X		
3.2.4 Equality of opportunity			X		
3.3 Didactical concept					
3.3.1* Logic and plausibility of the didactical concept (Asterisk Criterion)			X		
3.3.2* Course materials (Asterisk Criterion)			X		
3.3.3 Guest lecturers			X		
3.3.4 Lecturing tutors					X
3.4 Internationality					
3.4.1* International contents and intercultural aspects (Asterisk Criterion)			X		
3.4.2 Internationality of the student body			X		
3.4.3 Internationality of faculty			X		
3.4.4 Foreign language contents			X		
3.5* Multidisciplinary competences and skills (Asterisk Criterion)			X		
3.6* Skills for employment / Employability (Asterisk Criterion)			X		
<b>4. Academic environment and framework conditions</b>					
4.1 Faculty					
4.1.1* Structure and quantity of faculty in relation to curricular requirements (Asterisk Criterion)			X		
4.1.2* Academic qualification of faculty (Asterisk Criterion)	X				
4.1.3* Pedagogical / didactical qualification of faculty (Asterisk Criterion)			X		
4.1.4 Practical business experience of faculty			X		
4.1.5* Internal cooperation (Asterisk Criterion)			X		
4.1.6* Student support by the faculty (Asterisk Criterion)		X			
4.1.7 Student support in distance learning (*) (only relevant and an Asterisk Criterion for blended-learning/distance learning programmes)					X
4.2 Programme management					
4.2.1* Programme Director (Asterisk Criterion)			X		
4.2.2 Process organisation and administrative support for students and faculty		X			
4.3 Cooperation and partnerships					
4.3.1 Cooperation with HEIs and other academic institutions or networks (*)		X			

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	n.r.
	(Asterisk Criterion for cooperation programmes)					
4.3.2 (*)	Cooperation with business enterprises and other organisations (Asterisk Criterion for educational and vocational programmes, franchise programmes)				X	
4.4	Facilities and equipment					
4.4.1*	Quantity, quality, media and IT equipment of teaching and group rooms (Asterisk Criterion)			X		
4.4.2*	Access to literature (Asterisk Criterion)		X			
4.5	Additional services					
4.5.1	Career counselling and placement service			X		
4.5.2	Alumni Activities			X		
4.6*	Financing of the study programme (Asterisk Criterion)			X		
<b>5</b>	<b>Quality assurance and documentation</b>					
5.1*	Quality assurance and quality development with respect to contents, processes and outcomes (Asterisk Criterion)			X		
5.2	Instruments of quality assurance					
5.2.1	Evaluation by students			X		
5.2.2	Evaluation by faculty			X		
5.2.3	External evaluation by alumni, employers and third parties			X		
5.3	Programme documentation					
5.3.1*	Programme description (Asterisk Criterion)		X			
5.3.2	Information on activities during the academic year			X		