

# **Erste Änderung der Studienordnung für den Masterstudiengang „Coaching und Führung“ im Fachbereich Sozialwesen an der Ernst-Abbe-Hochschule Jena**

Gemäß § 3 Abs. 1 in Verbindung mit § 34 Abs. 3 des Thüringer Hochschulgesetzes (ThürHG) in der Fassung vom 21.12.2006 (GVBl. S. 601), zuletzt geändert am 12.08.2014 (GVBl. S. 472), erlässt die Ernst-Abbe-Hochschule Jena folgende Änderung zur Studienordnung für den Masterstudiengang „Coaching und Führung“ vom 04.09.2015 (Verkündungsblatt der Ernst-Abbe-Hochschule Jena, Heft Nr. 47, September 2015). Der Rat des Fachbereichs Sozialwesen hat am 18.11.2015 die Änderung zur Studienordnung beschlossen.

Die Rektorin der Ernst-Abbe-Hochschule Jena hat mit Erlass vom 01.03.2016 die Änderung zur Studienordnung genehmigt.

I. Die Studienordnung wird wie folgt geändert:

1. In § 1 Abs. 2 wird „Wintersemester 2015/2016“ durch „Sommersemester 2016“ ersetzt.

2. § 4 Absatz 2 wird wie folgt gefasst: „Ziel des Masterstudiengangs „Coaching und Führung“ ist es, nach einem berufsqualifizierenden Hochschulabschluss wissenschaftliche und praxisnahe Erkenntnisse und Kompetenzen für die Arbeit als Coach sowie für die Übernahme von Tätigkeiten in den Bereichen der Führungskräfteberatung und der Mitarbeiterführung zu vermitteln.“

3. In § 7 werden hinter „Verfahren zur“ die Worte „Feststellung der“ eingefügt.

4. In § 9 Abs. 2 wird „Wintersemester“ durch „Sommersemester“ ersetzt.

5. In der Anlage 1 zur Studienordnung, der Ordnung für das Verfahren zur Überprüfung der besonderen Zugangsvoraussetzungen für den berufsbegleitenden Masterstudiengang „Coaching und Führung“ der Ernst-Abbe-Hochschule Jena, werden zudem folgende Änderungen vorgenommen:

a) In § 3 Abs. 3 wird „Wintersemester“ durch „Sommersemester“ ersetzt.

b) In § 4 Abs. 3 Nr. 2 wird der Inhalt des ersten Anstrichs i) „mindestens einjährige berufspraktische Erfahrung – 10 Punkte“ gelöscht, die beiden nachfolgenden Anstriche rücken jeweils um einen Anstrich auf.

II. Diese Änderungsordnung tritt am auf die Bekanntmachung im Verkündungsblatt der Ernst-Abbe-Hochschule Jena folgenden Tag in Kraft.

Jena, den 01.03.2016

Prof. Dr. Arne von Boetticher  
Dekan des Fachbereichs Sozialwesen

Prof. Dr. Gabriele Beibst  
Rektorin der Ernst-Abbe-Hochschule Jena

# **Erste Änderung der Prüfungsordnung für den Masterstudiengang „Coaching und Führung“ im Fachbereich Sozialwesen an der Ernst-Abbe-Hochschule Jena**

Anlage

Diploma Supplement

Gemäß § 3 Abs. 1 in Verbindung mit § 34 Abs. 3 des Thüringer Hochschulgesetzes (ThürHG) in der Fassung vom 21.12.2006 (GVBl. S. 601), zuletzt geändert am 12.08.2014 (GVBl. S. 472), erlässt die Ernst-Abbe-Hochschule Jena folgende Änderung zur Prüfungsordnung für den Masterstudiengang „Coaching und Führung“ vom 04.09.2015 (Verkündungsblatt der Ernst-Abbe-Hochschule Jena, Heft Nr. 47, September 2015). Der Rat des Fachbereichs Sozialwesen hat am 18.11.2015 die Änderung zur Prüfungsordnung beschlossen.

Die Rektorin der Ernst-Abbe-Hochschule Jena hat mit Erlass vom 01.03.2016 die Änderung zur Prüfungsordnung genehmigt.

I. Die Prüfungsordnung wird wie folgt geändert:

1. In § 1 Abs. 2 wird „Wintersemester 2015/2016“ durch „Sommersemester 2016“ ersetzt.

2. In § 6 Abs. 4 wird „Wintersemester“ durch „Sommersemester“ ersetzt.

3. Die bisherige Anlage V, das Diploma Supplement, wird durch die nachfolgende Version ersetzt.

II. Diese Änderungsordnung tritt am auf die Bekanntmachung im Verkündungsblatt der Ernst-Abbe-Hochschule Jena folgenden Tag in Kraft.

Jena, den 01.03.2016

Prof. Dr. Arne von Boetticher  
Dekan des Fachbereichs Sozialwesen

Prof. Dr. Gabriele Beibst  
Rektorin der Ernst-Abbe-Hochschule Jena

# Anlage V: Diploma Supplement



## Diploma Supplement

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

### 1. HOLDER OF THE QUALIFICATION

#### **1.1 Family Name / 1.2 First Name(s)**

Mustermann / Max

#### **1.3 Date, Place, Country of Birth**

19.9.1999, Jena, Germany

#### **1.4 Student ID Number or Code**

12345

### 2. QUALIFICATION

#### **2.1 Name of Qualification** (full, abbreviated; in original language)

Master of Arts, M. A.

#### **Title Conferred** (full, abbreviated; in original language)

n.a.

#### **2.2 Main Field(s) of Study**

Coaching and Leadership

#### **2.3 Institution Awarding the Qualification** (in original language)

Ernst-Abbe-Hochschule Jena – University of Applied Sciences Jena

#### **Status (Type / Control)**

same/ same

#### **2.4 Institution Administering Studies** (in original language)

Fachbereich Sozialwesen

#### **Status (Type / Control)**

same/ same

#### **2.5 Language(s) of Instruction/Examination**

German

### **3. LEVEL OF THE QUALIFICATION**

#### **3.1 Level**

Second degree/ Graduate level, by research with thesis, cf. section 8.4.2

#### **3.2 Official Length of Programme**

2 years (4 semesters), 90 ECTS Credits

#### **3.3 Access Requirements**

Assumes a successful final degree at a university, a government technical college or a state or state-recognized vocational academy within the meaning of § 60 para 1 no. 4 ThürHG with a score of 2.3 or better, 2 years professional experience and the presentation of a letter of motivation.

### **4. CONTENTS AND RESULTS GAINED**

#### **4.1 Mode of Study**

Part-time study

#### **4.2 Programme Requirements/Qualification Profile of the Graduate**

The degree programme "Master Coaching and Leadership" requires a successfully completed Bachelor of Arts Degree (with a final score of 2.3 or better). The degree programme qualifies the graduate for managerial positions in various fields as well as for a further academic career. The conception of the master program is for professionally experienced participants who want to continue their education in the fields of coaching and leadership. The priorities of the program are:

- role competence: development of a professional role as a future coach in the demarcation to neighboring areas including supervision, therapy or other counseling formats, the development of an ethical professional attitude, necessary social competence and role competence and framework,
- methodological competence: dealing with different methodological approaches, in relation to the respective setting and design options,
- conflict and crisis competence: discussion of analytical techniques and intervention instruments for processing in critical situations,
- consolidation of staff and organizational development (learning organization): knowledge of different organizational theories and coaching concepts which take on the changes of organizations and personal development terms
- research and development project: a project carried out in groups, exceptionally by individuals, with the aim of applying scientific findings in practice and the creation of new knowledge on an empirical basis,
- individual coach-training, collegial coaching groups: intensive look into biographical backgrounds and their influences on the interaction as a future coach within an individual coach-training and collegial coaching groups to transfer and to reflect teaching exercises.

The concept provides for a qualification of the participants in two ways. On the one hand they become trained to coach executive staff with managerial and staff control tasks. On the other hand executive staff are qualified to coach their employees. Students of the Master Programme Coaching and Leadership receive in both respects solid training as a coach based on the guidelines of the relevant coaching associations. The Master program leads to the academic degree "Master of Arts".

Graduates are especially able to use the communicative competences acquired and based on practical and systemic analysis in dealing with staff as well as in negotiations with customers. In addition, graduates should be able to understand complex contexts and to respond appropriately. The ability to plan, to reflect, to understand, to coordinate, to organize, to assess and to monitor

are skills that are closely linked to these professional competences and target of this master program. They concern both the structural organizational development as well as social skills, such as dealing with employees.

This course qualifies graduates both for employment in higher grades of the civil service, in (social) enterprises and health care organizations as well as for a further academic career (study for PhD, etc.).

#### **4.3 German and European Qualifications Framework (GQF/EQF)**

The degree is associated with the level 7 according to the German and European Qualifications Framework.

#### **4.4 Programme Details**

See "Masterzeugnis" for list of courses, grades, subjects offered in final examinations (written and oral), and topic of thesis, including evaluations. See "Masterurkunde" for name of qualification.

#### **4.5 Grading Scheme**

General grading scheme cf. section 8.6

#### **4.6 Overall Classification** (in original language)

Gesamtprädikat "..."

Based on final examinations cf. "Masterzeugnis"

### **5. FUNCTION OF THE QUALIFICATION**

#### **5.1 Access to Further Study**

The Master degree qualifies to apply for admission for doctoral thesis/dissertation

#### **5.2 Professional Status**

The Master degree entitles the holder to the legally protected professional title "Master of Arts" and, herewith, to exercise professional work in the field of Coaching and Leadership for which the degree was awarded, e.g. in management and coaching.

### **6. ADDITIONAL INFORMATION**

#### **6.1 Additional Information**

#### **6.2 Further Information Sources**

On the institution: [www.eah-jena.de](http://www.eah-jena.de)

On the programme: <http://www.sw.eah-jena.de>

For national information sources, cf. section 8.8

### **7. CERTIFICATION**

This Diploma Supplement refers to the following original documents:

„Masterurkunde“

„Masterzeugnis“

„Master Certificate“

„Transcript of Records“

Certification Date:

\_\_\_\_\_  
Dean of Department

(Official Stamp/Seal)

## 8. NATIONAL HIGHER EDUCATION SYSTEM

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

### 8. INFORMATION ON THE GERMAN HIGHER EDUCATION SYSTEM<sup>1</sup>

#### 8.1 Types of Institutions and Institutional Status

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

- *Universitäten* (Universities) including various specialized institutions, offer the whole range of academic disciplines. In the German tradition, universities focus in particular on basic research so that advanced stages of study have mainly theoretical orientation and research-oriented components.

- *Fachhochschulen* (Universities of Applied Sciences) concentrate their study programmes in engineering and other technical disciplines, business-related studies, social work, and design areas. The common mission of applied research and development implies a distinct application-oriented focus and professional character of studies, which include integrated and supervised work assignments in industry, enterprises or other relevant institutions.

- *Kunst- und Musikhochschulen* (Universities of Art/Music) offer studies for artistic careers in fine arts, performing arts and music; in such fields as directing, production, writing in theatre, film, and other media; and in a variety of design areas, architecture, media and communication.

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

#### 8.2 Types of Programmes and Degrees Awarded

Studies in all three types of institutions have traditionally been offered in

integrated "long" (one-tier) programmes leading to *Diplom-* or *Magister Artium* degrees or completed by a *Staatsprüfung* (State Examination).

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

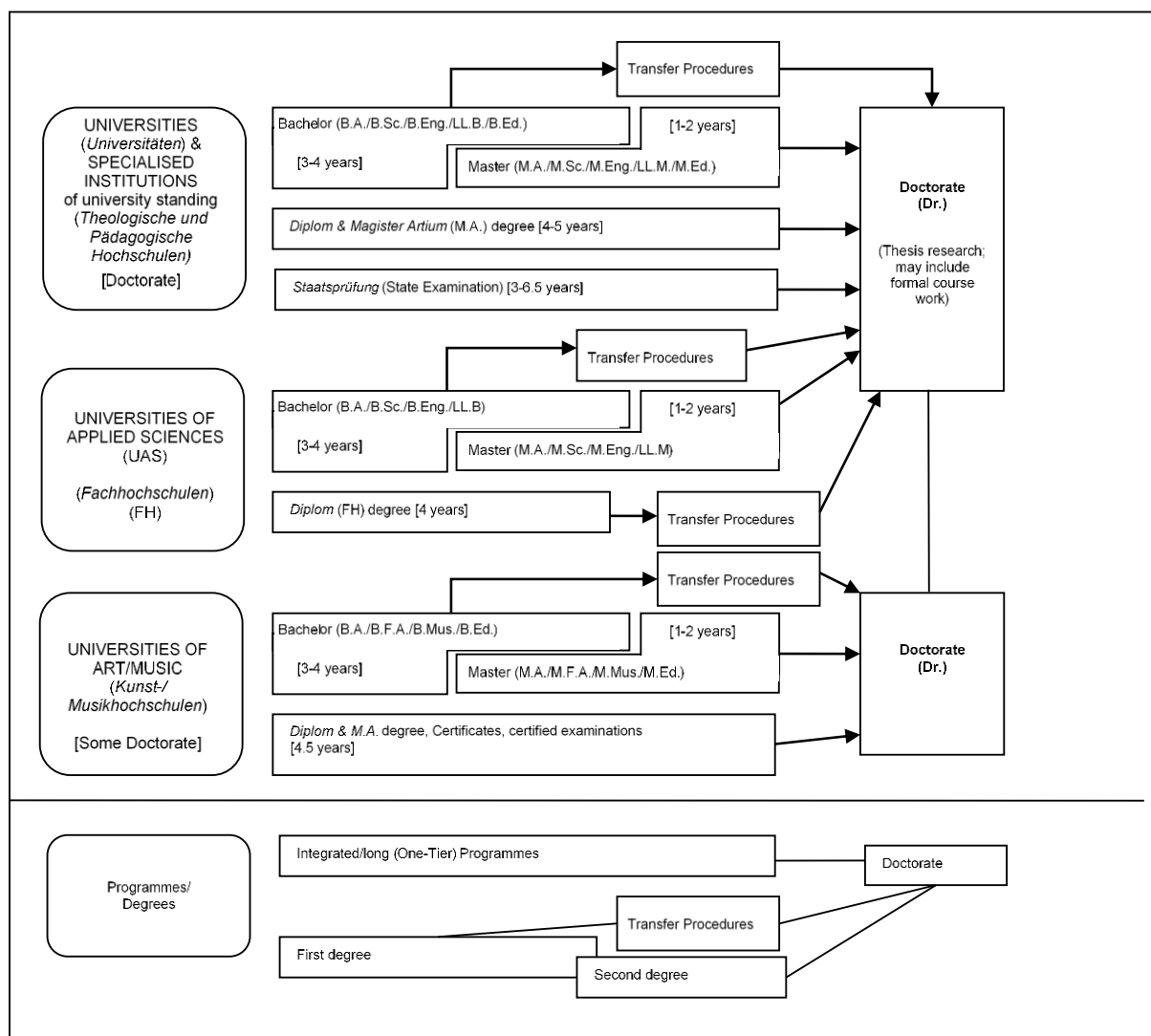
The German Qualification Framework for Higher Education Degrees<sup>3</sup> describes the degrees of the German Higher Education System. It contains the classification of the qualification levels as well as the resulting qualifications and competencies of the graduates.

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

#### 8.3 Approval/Accreditation of Programmes and Degrees

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

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



#### 8.4 Organization and Structure of Studies

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

##### 8.4.1 Bachelor

Bachelor degree study programmes lay the academic foundations, provide methodological skills and lead to qualifications related to the professional field. The Bachelor degree is awarded after 3 to 4 years. The Bachelor degree programme includes a thesis requirement. Study courses leading to the Bachelor degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.<sup>6</sup>

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

##### 8.4.2 Master

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

The Master degree study programme includes a thesis requirement. Study programmes leading to the Master degree must be accredited according to the Law establishing a Foundation for the Accreditation of Study Programmes in Germany.<sup>7</sup>

Second degree programmes (Master) lead to Master of Arts (M.A.), Master of Science (M.Sc.), Master of Engineering (M.Eng.), Master of Laws (L.L.M.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.) or Master of Education (M.Ed.). Master study programmes which are designed for continuing education may carry other designations (e.g. MBA).

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

An integrated study programme is either mono-disciplinary (*Diplom* degrees, most programmes completed by a *Staatsprüfung*) or comprises a combination of either two major or one major and two minor fields (*Magister Artium*). The first stage (1.5 to 2 years) focuses on broad orientations and foundations of the field(s) of study. An Intermediate Examination (*Diplom-Vorprüfung* for *Diplom* degrees; *Zwischenprüfung* or credit requirements for the *Magister Artium*) is prerequisite to enter the second stage of advanced studies and specializations. Degree requirements include submission of a thesis (up to 6 months duration) and comprehensive final written and oral examinations. Similar regulations apply to studies leading to a *Staatsprüfung*. The level of qualification is equivalent to the Master level.

- Integrated studies at *Universitäten (U)* last 4 to 5 years (*Diplom* degree, *Magister Artium*) or 3 to 6.5 years (*Staatsprüfung*). The *Diplom* degree is awarded in engineering disciplines, the natural sciences as well as economics and business. In the humanities, the corresponding degree is usually the *Magister Artium* (M.A.). In the social sciences, the practice varies as a matter of institutional traditions. Studies preparing for the legal, medical and pharmaceutical professions are completed by a *Staatsprüfung*. This applies also to studies preparing for teaching professions of some *Länder*.

The three qualifications (*Diplom*, *Magister Artium* and *Staatsprüfung*) are academically equivalent. They qualify to apply for admission to doctoral studies. Further prerequisites for admission may be defined by the Higher Education Institution, cf. Sec. 8.5.

- Integrated studies at *Fachhochschulen (FH)*/Universities of Applied Sciences (UAS) last 4 years and lead to a *Diplom (FH)* degree. While the *FH/UAS* are non-doctorate granting institutions, qualified graduates may apply for admission to doctoral studies at doctorate-granting institutions, cf. Sec. 8.5.

- Studies at *Kunst- und Musikhochschulen* (Universities of Art/Music etc.)

are more diverse in their organization, depending on the field and individual objectives. In addition to *Diplom/Magister* degrees, the integrated study programme awards include Certificates and certified examinations for specialized areas and professional purposes.

#### 8.5 Doctorate

Universities as well as specialized institutions of university standing and some Universities of Art/Music are doctorate-granting institutions. Formal prerequisite for admission to doctoral work is a qualified Master (UAS and U), a *Magister* degree, a *Diplom*, a *Staatsprüfung*, or a foreign equivalent. Particularly qualified holders of a Bachelor or a *Diplom (FH)* degree may also be admitted to

doctoral studies without acquisition of a further degree by means of a procedure to determine their aptitude. The universities respectively the doctorate-granting institutions regulate entry to a doctorate as well as the structure of the procedure to determine

aptitude. Admission further requires the acceptance of the Dissertation research project by a professor as a supervisor.

#### 8.6 Grading Scheme

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

In addition institutions partly already use an ECTS grading scheme.

#### 8.7 Access to Higher Education

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

#### 8.8 National Sources of Information

- *Kultusministerkonferenz (KMK)* [Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany]; Lennéstrasse 6, D-53113 Bonn; Fax: +49[0]228/501-

229; Phone: +49[0]228/501-0

- Central Office for Foreign Education (ZaB) as German NARIC;

www.kmk.org; E-Mail: zab@kmk.org

- "Documentation and Educational Information Service" as German EURYDICE-Unit, providing the national dossier on the education system (www.kmk.org/dokumentation/zusammenarbeit-auf-europaeischer-ebene-im-eurydice-informationsnetz.html; E-Mail: eurydice@kmk.org)

- *Hochschulrektorenkonferenz (HRK)* [German Rectors' Conference];

Ahrstrasse 39, D-53175 Bonn; Fax: +49[0]228/887-110; Phone:

+49[0]228/887-0; www.hrk.de; E-Mail: post@hrk.de

- "Higher Education Compass" of the German Rectors' Conference features comprehensive information on institutions, programmes of study, etc. (www.higher-education-compass.de)

<sup>1</sup> The information covers only aspects directly relevant to purposes of the Diploma Supplement. All information as of 1 July 2010.

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

<sup>3</sup> German Qualification Framework for Higher Education Degrees (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 21.04.2005).

<sup>4</sup> Common structural guidelines of the *Länder* for the accreditation of Bachelor's and Master's study courses (Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the *Länder* in the Federal Republic of Germany of 10.10.2003, as amended on 04.02.2010).

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

<sup>6</sup> See note No. 5.

<sup>7</sup> See note No. 5.