

Certified translation into English

**Regulations on implementation of the
assessment procedure to determine
eligibility for the
Europäischer Master in
Gebärdensprachdolmetschen
(European Master's in
Sign Language Interpreting)
in the Department of
Social and Health Sciences
at
Hochschule Magdeburg-Stendal
University of Applied Sciences
dated 28 November 2012**

On the basis of Art. 27 paragraph 7 of the Higher Education Act of Saxony-Anhalt (HSG LSA) as promulgated in the amended version of the HSG LSA of 14 December 2010 (GBBI. LSA pp. 600 et seq.), Hochschule Magdeburg-Stendal University of Applied Sciences has enacted the following regulations:

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**§ 1
Scope of application**

(1) The present regulations govern the implementation of the assessment procedure to determine eligibility (entrance examination) for the "European Master's in Sign Language Interpreting" programme (abbreviated as EUMASLI) in the Department of Social and Health Sciences at Hochschule Magdeburg-Stendal University of Applied Sciences in accordance with Art. 4 (3) of the Study and Examination Regulations for that degree programme. The assessment procedure is implemented jointly by the participating universities as defined in Art. 1 (1) of the Study and Examination Regulations for the Master's programme, in the manner set out in the present regulations.

(2) Evidence of participation in an assessment procedure for degree programmes at another university is not eligible for recognition.

**§ 2
Purpose of the assessment**

(1) The purpose of the assessment procedure is to demonstrate the professional experience and linguistic skills required for admission to the European Master's in Sign Language Interpreting study programme, over and above the prerequisites for admission specified in Art. 4 (1) and (2) of the Study and Examination Regulations.

(2) In the assessment procedure, applicants must prove that they

- possess knowledge of English at level B2 of the Common European Framework of Languages (corresponding to level 6.5 of the International English Language Testing System IELTS);
- possess sign language skills stipulated as a prerequisite for participation in the modules of the Master's programme, with particular regard to sign language-based communication in international settings;
- understand how to reflect appropriately on their professional experience as sign language interpreters.

§ 3

Examination committee for the assessment procedure

(1) A joint examination committee will be formed by the participating universities in order to organise the assessment procedure and carry out the tasks set out in these regulations. The members of the examination committees will be determined by the Board of Examiners formed in accordance with Art. 13 (1) of the Study and Examination Regulations. Each participating university must be represented on the examination committee by at least one member of its faculty. Furthermore the examination committee should include one representative from professional practice. The examination committee will elect a chairperson.

(2) The examination committee formed in accordance with para. (1) will organise and implement the assessment procedure, set the assessment tasks and evaluate candidates' performance under the assessment procedure. The examination committee will consult and make decisions at meetings held in private.

§ 4

Implementation of the assessment procedure

(1) The assessment procedure will be carried out in good time before the start of the first semester of the European Master's in Sign Language Interpreting programme, normally in the period from March to May. The precise dates will be announced by the examination committee. The examination pursuant to Art. 5 (1) may be undertaken online using appropriate electronic media.

(2) All applicants who satisfy the general admission requirements set out in Art. 4 paras. (1) and (2) will be admitted to the assessment procedure. Applicants will be notified in writing no later than 2 weeks before the scheduled date of their participation in the assessment procedure and the examination date and mode of access.

§ 5

Scope and organisation of the assessment procedure

(1) The assessment procedure consists of a written examination and an oral examination.

The written examination also incorporates a follow-up discussion ('feedback'). The two parts of the examination are normally held on one day.

(2) For the written part of the examination, applicants must respond in English to a question from the specialised academic field of sign language interpreting. The task must be completed in a maximum of 90 minutes. A monolingual English dictionary is permissible as a reference tool. The follow-up discussion normally lasts 15 minutes and makes reference to the written response of the applicant. It is conducted in English; in the case of deaf applicants, an appropriate sign language may be used.

(3) The oral examination consists of an interview which normally lasts 20 minutes and takes place in signed communication. The interview topics concern social, cultural and political issues surrounding deafness internationally.

(4) The examination is not held in public. A record of the assessment procedure is kept, which is signed by the chairperson of the examination committee. The approval of all members of the examination committee is to be documented in an appropriate fashion. The record of the assessment procedure must include, in addition to the identities of the candidates, details of:

1. the examination date and mode of participation,
2. the members of the examination committee,
3. the duration and content of the examination,
4. the evaluation and results.

(6) Before the start of the examination, the identity of participants will be verified. Candidates will be notified of permissible reference tools when they are invited to attend the examination.

§ 6

Assessment criteria and mode of evaluation

(1) The written and oral parts of the examination pursuant to Art. 5 (1) will be carried out and assessed separately according to the following criteria:

1. Assessment of skills in English according to the specifications in § 2 (2). This relates to the written examination,

including the follow-up discussion, pursuant to § 5 (2).

2. Assessment of specialist expertise and quality of theoretical reflection on issues relevant to professional practice. This relates to the written examination, including the follow-up discussion, pursuant to § 5 (2).
3. Assessment of quality of sign language skills with regard to their application in settings of international communication. This relates to the oral examination pursuant to § 5 (3).

(2) Skills in English according to para. (1) no. 1 are graded as “passed”, “passed with reservations” or “failed”. Applicants receiving a “failed” grade are eliminated from the procedure. In the case of applicants graded “passed with reservations”, the examination committee will decide whether they may undergo the remainder of the procedure, taking into account assessments pursuant to para. (1) nos. 2 and 3.

(3) For the evaluation according to para. (1) nos. 2 and 3, the university’s usual scheme of grades (see Study and Examination Regulations) is to be used.

An overall grade will awarded based on the arithmetic average of the results of the two individual examinations. Only the first decimal place will be taken into consideration; any further decimal places will be disregarded without rounding.

(4) Applicants eliminated from the assessment procedure due to insufficient skills in English pursuant to para. (2) will be informed in writing of the outcome of the procedure and of the reasons for their elimination.

§ 7

Overall result of the procedure

For each of the participating universities, applicants will be ranked in a list according to the cumulative grades they have achieved. In case of identical cumulative grades, length of professional experience shall be the decisive factor in respect of the candidates’ rankings on the list. The ranking list shall be conveyed in writing to the relevant university’s registration office. On the basis of this ranking list, candidates will be admitted in accordance with Art. 4 (4) of the Study and Examination Regulations.

§ 8

Exclusion from the assessment procedure, withdrawal, revocation of admission decisions

(1) An applicant may be excluded from the assessment procedure by the invigilator if she or he tries to influence the result through deceit, threat, bribery or the use of unauthorised means of assistance. Upon exclusion, the assessment procedure shall be deemed to have come to an end.

(2) If a reason for exclusion comes to light after the assessment procedure has ended, decisions reached under the assessment procedure and the resulting admission to the degree programme may be revoked within a six week period from the date on which the reason becomes known.

(3) If an applicant withdraws for no good reason after the start of the examination pursuant to Art. 5 or misses the scheduled appointment without good reason, the assessment procedure shall be deemed to have come to an end.

(4) Applicants must be informed in writing of adverse decisions, which must be justified in writing and furnished with instructions on the right of appeal.

§ 9

Validity period

The result of the assessment procedure is valid only for the admission procedure in the semester for which it was carried out.

§ 10

Transitory provisions

These regulations on implementation of the assessment procedure to determine eligibility apply to all students beginning their studies from semester 1 of the academic year 2013/2014 (winter semester 2013/2014).

§ 11

Effective date of regulations

The entry into effect of these regulations is dependent upon written declarations of consent to these regulations being given by

Humak University of Applied Sciences (Finland) and Heriot-Watt University (United Kingdom). Following approval by the Rector, these regulations will take effect the day after their university-wide announcement in the Official Notices of Hochschule Magdeburg-Stendal University of Applied Sciences.

Issued pursuant to the resolutions of the Department of Social and Health Sciences Departmental Council of 28 November 2012 and the Hochschule Magdeburg-Stendal University of Applied Sciences Senate of XX XX XXXX.

The Rector

End of translation.

This is to certify that the above translation of regulations from the attached document in German is a faithful and accurate rendition of the original.

*Michael Lorenz,
sworn translator for the English and Russian
language*

Magdeburg, 4 February 2013