

Admissions Regulations for the Master's Degree Program M.A. English Studies: Literature – Language – Culture within the Department of Philosophy and Humanities at Freie Universität Berlin

Disclaimer: Please note that only the German version of this document is legally binding. This translation is intended for the convenience of the non-German-reading public and is for information only.

Preamble

On the basis of Section 14.1.1.2 of the supplemental rules and regulations (*Teilgrundordnung [Erprobungsmodell]*) of Freie Universität Berlin of October 27, 1998 (*FU-Mitteilungen 24/1998*), in conjunction with Section 15 of the Law on Admissions to Higher Education in the Federal State of Berlin for Programs with Admission Requirements (*Berliner Hochschulzulassungsgesetz, BerlHZG*), in the version of the announcement of the amended version of October 9, 2019 (GVBl., p. 695), most recently amended on July 5, 2022 (GVBl., p. 450), in conjunction with Section 10.5.2 of the Berlin Higher Education Act (*Berliner Hochschulgesetz, BerlHG*) in the version of the announcement of the amended version of July 26, 2011 (GVBl., p. 378), most recently amended on July 11, 2023 (GVBl., p. 260), the Department Council (*Fachbereichsrat*) of the Department of Philosophy and Humanities at Freie Universität Berlin issued the following regulations on January 24, 2024:¹

Section 1 Scope

These regulations govern admissions to the study program in accordance with Section 10.5.2 BerlHG and the selection procedure for the allocation of places in accordance with Section 15.1.1.1 BerlHZG for the master's degree program M.A. English Studies: Literature – Language – Culture within the Department of Philosophy and Humanities at Freie Universität Berlin. This is a consecutive master's degree program as defined under Section 23.3.1a BerlHG.

Section 2 Number of Available Places and the Application Process

(1) The number of places available for the master's degree program for each given admissions cycle is stipulated in Freie Universität Berlin's General Admission Regulations.

(2) The application for admission must be submitted electronically to the Executive Board of Freie Universität Berlin – Admissions Office using the online application system.

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

(4) Applications for admission must be accompanied by an official certified copy of the applicant's first university degree (or equivalent professional certification) referred to below in Section 3.1 in the format specified by the Executive Board of Freie Universität Berlin – Admissions Office.

(5) Applicants can still submit their application for the master's degree program even if they do not have the university degree referred to below in Section 3.1 because certain assessment results are not yet available, as long as they otherwise have a good academic record based on previous assessment results, and if the university degree referred to in Section 3.1 will be obtained before the master's degree program begins, and as long as the requirements stipulated in Section 3.2 are also fulfilled in due time. This expectation is fulfilled in particular if at least two-thirds of the total coursework has been evaluated, the application for the final thesis project has been submitted, and the work schedule for the thesis has been set so that it can be completed in due time before the start of the master's degree program. The applicant's grade point average will be considered as part of the application and factors into the selection process. The grade point average is based on the applicant's previous coursework as reflected in their current transcript, which has to be submitted with the application. In this case, the result of the university degree is considered irrelevant.

¹These regulations were approved by the Executive Board of Freie Universität Berlin on February 1, 2024, and by the Berlin Senate Administration's department with responsibility for higher education on August 21, 2024.

(6) Freie Universität Berlin has no obligation to investigate the facts of a case on its own initiative (*ex officio*).

Section 3 Admission Requirements

(1) The admission requirement for the master's degree program is a first university degree from a German or comparable non-German institution of higher education

a) with a component in English literature in which at least 60 credit points correspond to English linguistics and literature modules offered by the Institute of English Language and Literature in the Department of Philosophy and Humanities at Freie Universität Berlin or

b) in comparative literature, cultural studies, cultural anthropology, cultural sociology, gender studies, film studies, theater and dance studies, or in other literature degree programs with a component in English literature and cultural studies of at least 20 credit points.

(2) Applicants who have not completed a university degree at an exclusively anglophone institution (i.e. at an institution where English is the only language used across all faculties) must demonstrate English language skills at C1 level of the Common European Framework of Reference for Languages (CEFR) or equivalent (preferably by submitting an IELTS test result).

(3) Applicants are exempt from the requirement to provide proof of proficiency in German.

(4) The examination board responsible for the master's degree program in the Department of Philosophy and Humanities, Freie Universität Berlin, determines the equivalence of any documentation provided.

Section 4 Quotas, Selection Criteria, Organizational Aspects

(1) 80 percent of the study placements that are still available after the preliminary quotas have been fulfilled will be allocated according to the selection process as outlined in this document (higher education quota). 20 percent of the study placements will be distributed according to Section 15.1.1.2 BerHZG. 5 percent of the study placements are reserved for the quota stipulated in Section 15.1.3 BerHZG.

(2) Candidates are selected for the master's program according to the following criteria:

1. The level of qualification as demonstrated by the applicant's academic performance in their degree programs (Section 15.2.1 BerHZG).

2. Considerations of the applicant's academic background in their choice of degree program and academic interests that provide an indication of their specific motivation and aptitude for the subject (Section 15.2.1.4 BerHZG).

(3) In the selection process, selection points will be awarded under the criteria defined above in Sections 4.2.1 to 4.2.2. The maximum number of points that can be awarded is 80.

(4) For the selection criteria listed under Section 4.2.1 of these regulations, a maximum of 60 selection points can be awarded in relation to the average grade stated on the degree certificate for the candidate's previous degree program. The points for each average grade are listed in Appendix 1 to these regulations.

(5) A maximum of 20 selection points can be awarded under Section 4.2.2 of these regulations in accordance with Appendix 2. Weighting should be carried out based on the number of credit points achieved for each of the following subjects:

- English literature
- Comparative literature
- North American studies
- Gender studies

(6) At least two admissions officers will be appointed to supervise this part of the selection process. The dean of the Department of Philosophy and Humanities appoints these two people under the authority of Freie Universität Berlin's Executive Board. The appointed admissions officers must be authorized examiners for the master's degree program and must be university employees with Freie Universität Berlin as their main employer. These positions may not be filled by substitutes or alternates.

Section 5 Admission Decision

(1) The decision on which applicants are to be selected is made by the Executive Board of Freie Universität Berlin – Admissions Office on the basis of how candidates have been ranked.

(2) The selected candidates receive a formal notification of admission stating the deadlines for their written acceptance and enrollment. If a candidate fails to honor the deadline stipulated by the Admissions Office, their place will be given to someone else.

(3) Candidates selected based on their transcripts are granted tentative admission and can enroll in the first semester of the program on a conditional basis. Generally, the university degree required for admission as described in Section 3.1 must be submitted by the end of the first semester of study, together with relevant documentation proving that any other requirements associated with the degree have also been met. If the necessary documents are not submitted on time, the student's admission will be revoked.

(4) Applicants who are not admitted will receive a rejection letter that states the reasons for the decision.

(5) The documents submitted for the selection procedure are to be kept until the decision is final; in the case of legal proceedings, they are to be kept until a legally binding decision has been made.

Section 6 Entry into Force

(1) These regulations enter into force on the day following their publication in *FU-Mitteilungen* (the official bulletin of Freie Universität Berlin) and shall apply from the application period for the 2025/2026 winter semester onward.

(2) With their publication, the Statutes Regulating the Allocation of Places for the Master's Degree Program M.A. English Studies: Literature, Language, Culture from May 2, 2012 (*FU-Mitteilungen* 43/2012, p. 736), amended on February 28, 2013 (*FU-Mitteilungen* 11/2013, p. 70), shall lapse.

Appendix 1
(to Section 4.4):

Allocation of selection points based on the grade point average as recorded in the documentation for the first university degree in accordance with Section 4.4.

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

Appendix 2
(to Section 4.5):

Distribution of points based on the credits received for coursework in particularly relevant subjects as referred to in Section 4.5.

Credits received for coursework in relevant subjects	Selection points
90	20
60	15
30	10