

Study Regulations Master's Degree Programme Masterstudio Design

of 1 September 2022

Based on the regulatory framework regarding the degree programmes at the University of Applied Sciences and Arts Northwestern Switzerland (FHNW) of 2 February 2015 (as of 21 June 2021) and the regulatory framework regarding the limitation of study places in the Bachelor's and Master's degree programmes at the FHNW University of 24 August 2020, along with the Study and Examination Regulations regarding the Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design of 1 September 2022 (StuER), the director of the FHNW Academy of Art and Design issues at the request of the head of the degree programme the following study regulations for the Master's degree programme Masterstudio Design.

Part 1: General Remarks

Section 1

Scope

The following Study Regulations, in complement to the Study and Examination Regulations concerning Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design of 1 September 2022 (StuER), govern the legal conditions concerning admission, aptitude assessment, enrolment, studies (structure, process, duration, academic performance), performance assessment, and the acquisition of the degree "Master of Arts FHNW in Masterstudio Design" at the FHNW Academy of Art and Design. The module guide in the appendix is an integral part of these Study Regulations.

Part 2: Studying

Sect. 2

Admission requirements

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| <i>Admission requirements</i> | 1 | The requirements regarding admission to the Master's degree programme Masterstudio Design are defined in section 3, para. 22 of the Study and Examination Regulations concerning the degree programmes at the FHNW Academy of Art and Design (StuER). |
| <i>Registration</i> | 2 | To register for the Master's degree programme Masterstudio Design, candidates are asked to submit documents in accordance with the specifications listed in the registration portal, i.e. in particular: <ul style="list-style-type: none"> • CV in tabular format • Proof of compliance with admission requirements • Portfolio (documentation of artistic/design-based work to date) • Motivation letter |
| <i>Proof of language competence</i> | 2 | Applicants with a foreign language background are required to submit proof of their language proficiency in German or English at level B2 (or equivalent) according to the standard European reference framework at the beginning of their studies. |

Sect. 3

Aptitude assessment

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| <i>Aptitude assessment: prerequisites</i> | 1 | In the context of the aptitude assessment, it is ascertained whether a candidate has sufficient artistic /design potential to qualify for the Master's degree programme. |
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	2	Participation requires the following conditions: <ol style="list-style-type: none"> a. Compliance with the admission requirements pursuant to sect. 2 of these Study Regulations; b. Submission of complete registration form pursuant to sect. 2, para. 2.
<i>Admission decision</i>	3	If the admission requirements pursuant to para. 2 are not fulfilled, a negative admission decision according to sect. 12, paras. 1 and 2 of the StuER shall be issued in the form of a ruling, including the appropriate information on legal remedy.
<i>Admissions commission</i>	4	With regard to the planning, implementation, and appraisal of the admission and enrolment procedures, the head of the degree programme shall appoint an admissions commission.
<i>Procedure of aptitude assessment</i>	5	The aptitude assessment is carried out in two steps: <ol style="list-style-type: none"> 1. Appraisal of the submitted portfolio and motivation letter; 2. Suitability and subject-based interview with a focus on the submitted portfolio and motivation letter.
<i>Evaluation criteria</i>	6	The two parts of the interview are appraised and graded on the 6-point scale according to the following criteria: <hr/> <ul style="list-style-type: none"> • Portfolio and motivation letter: <ul style="list-style-type: none"> - Independence and expressiveness - Self-reflection and subject expertise • Aptitude and expert knowledge: <ul style="list-style-type: none"> - Development potential - High degree of reflection re own work - Positioning of own expert knowledge - Discourse skills
	7	Candidates with an insufficient grade in part 1 of the aptitude assessment shall receive a negative admission decision in the form of a ruling, including the appropriate information on legal remedy. Candidates with a sufficient grade shall receive an invitation to part 2 of the aptitude assessment.
<i>Part 2 of aptitude assessment</i>	8	Part 2 of the aptitude assessment comprises a suitability and subject-based interview view a view to the submitted portfolio and motivation letter.
<i>Negative admission decision</i>	9	Candidates with an insufficient grade in part 2 of the aptitude assessment shall receive a negative admission decision in the form of a ruling, including the appropriate information on legal remedy.
	10	The overall rating for candidates who have successfully completed part 2 of the aptitude assessment is calculated from the average score of the two parts of the assessment.
<i>Retake</i>	11	The aptitude assessment can be repeated twice.

Sect. 4

Enrolment procedure

<i>Ranked order of admission</i>	1	In the enrolment procedure, the available study places are assigned to the candidates that fulfil the admission requirements and have passed their aptitude assessment according to a ranking system and their overall achievement in the assessment, pursuant to Sect. 3 para. 10. Candidates that were not awarded a study place on the basis of their ranking in the assessment, receive a confirmation that they figure on the ranked waiting list. Candidates who definitely cannot be assigned a study place are handed a negative admission decision in the form of a ruling, including the appropriate information on legal remedy, at least two weeks prior to the start of the semester.
<i>Ranked waiting list</i>	2	With the start of each new academic year, the current ranked waiting list is cancelled definitely.

<i>Eligibility of ECTS credits</i>	3	When a student transfers to the Master's degree programme Masterstudio from another degree course at the FHNW Academy or from a different university, the head of the degree programme decides on whether and how the already completed achievements are to be rated and how the achieved ECTS credits are to be credited.
<i>Specializations</i>	4	The Masterstudio Design comprises four specializations: <ul style="list-style-type: none"> - Masterstudio Experimental Design - Masterstudio Fashion Design - Masterstudio Industrial Design - Masterstudio Scenography
<i>Choice of specialization</i>	5	Upon enrolment (matriculation) to the degree programme, the applicants select one of the specializations according to para. 4. A switch from one specialization to another in the process of studying is only possible upon reasoned application to the heads of the respective specialized programmes. The details are set out in the corresponding application form.

Sect. 5 Study design

<i>Structure</i>	1	The degree programme is modular in structure and involves a total of 90 ECTS credits.
<i>Modules</i>	2	A module is a conceptual, time-bounded teaching and learning unit focusing on a thematic or subject-determined topic and defined by specifically outlined competencies as described in the respective module description.
<i>Module groups</i>	4	Modules can be combined to form module groups. Module groups have a common focus. From each module group, students must attain a minimum number of ECTS credits as specifically required in the respective degree programme. Details are specified in the module guide. The Masterstudio Design offers cross-cutting compulsory modules and discipline-based studio projects.
<i>Module descriptions</i>		Pursuant to sect. 4, para. 6 of the StuER, the module descriptions are published before the start of a new semester in the course prospectus of the FHNW Academy. The lecture-free period as defined by the FHNW Academy's academic calendar can, to a limited extent, be used to conduct modules, workshops, study trips, as well as catch-up work.

Sect. 6 Course of Studies

<i>Course of studies</i>	1	The course of studies including the scheduled time sequence of the modules to be completed, the respective type of modules, the associated module groups as well as the number of required ECTS credits can be drawn from the module guide in the appendix of the study regulations.
<i>Studying part-time</i>	2	The degree programme is a full-time study. Studying part-time is only permitted in consultation with and with the approval of the head of the degree programme.
	3	When studying part-time, students are asked to observe the following points: <ol style="list-style-type: none"> a. The respective application must be submitted in writing for approval to the head of the degree programme at least two months before the start of the semester; b. The modalities and the modules to be attended each semester are to be discussed with and approved by the head of the programme; c. According to sect. 6, para. 4 of StuER, part-time studies may not exceed the length of six semesters.
<i>Types of modules</i>	4	The Master's degree programme Masterstudio Design recognizes three types of modules: <ol style="list-style-type: none"> a. Compulsory modules that must be completed; b. Compulsory modules of choice, to be selected in a certain number from a group of modules; c. Elective modules as listed in the module guide or offered by other HGK FHNW degree programmes or by other universities.

<i>Internship Exchange semester</i>	5	Students of the Masterstudio Design are given the opportunity to conduct an internship or an exchange semester at a different university. In accordance with sect. 6 para. 5, a temporary interruption of studies must be applied for with the head of the respective studio.
<i>Interruption of studies</i>	6	An interruption of studies shall be regulated as follows: <ol style="list-style-type: none"> a. The respective application must be submitted in writing or by email to the secretariat of degree programme at least two months before the start of the semester; b. The head of the respective studio decides on the application; c. As a result, the duration of studies may take up to a year longer; d. The interruption may not exceed the duration of 4 semesters. The time out is not factored in when determining the overall duration of studies.
<i>Intellectual property</i>	7	Regarding intellectual property rights to student works, the provisions in sect. 7, paras. 21 and 22 of the Study and Examination Regulations regarding the Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design (StuER) apply. Any alternative arrangement and supplementary details must be agreed upon in consultation and in writing with the head of the degree programme.
<i>Equipment</i>	8	From the start of their studies, students have to be in possession of a computer (laptop) that is capable of processing the programmes commonly used at the HGK FHNW.

Sect. 7 Academic performances

<i>Performance assessments</i>	1	Type, form and rating of performance assessments as well as the mode by which modules are assessed are set out in the module guide. The module descriptions therein are listed in the FHNW Academy's course catalogue.
<i>Attendance and reporting duty</i>	2	Regarding the duty of attendance and the duty of reporting, the provisions of sect. 10, paras. 2 to 5 of the StuER apply.
<i>Retake and revision</i>	4	Failed modules can be repeated at the earliest in the following year. Any revision must be made in accordance with sect. 7, para. 10 of the StuER and in consultation with the persons responsible for the module.

Sect. 8 Graduation

<i>Prerequisites</i>	1	Students are eligible for the Master's thesis if they have successfully completed all the prescribed modules according to the module guide and attained the required number of ECTS credits.
<i>Registration for Master's thesis</i>	2	Registration for the Master's thesis is to be submitted in time with the form and all the required documents to the secretariat of the respective degree programme.
<i>Master's thesis</i>	3	Students submit to the head of the specialized programme within the Masterstudio Design a proposal in which they outline the subject of their MA thesis and define the work's focal points in terms of content and form in accordance with sect. 6, para. 4.
<i>Examination panel</i>	4	The head of the respective specialized programme within the Masterstudio Design is responsible for defining the content and correct organizational procedure of the Master's thesis and appoints the internal and external members of the examination panel.
	5	The examination panel for the Master's thesis comprises: <ul style="list-style-type: none"> • the head of the respective specialization programme • at least two mentors of the specialization or the degree programme
<i>Guideline Bachelor's thesis</i>	6	The assignment, the works to be submitted, the volume, the deadlines, the supervision (mentoring and expert guidance), the exam setting, the finalization of the Master's thesis (presentation format), the evaluation criteria and their weighting, the grading system (6-point scale), and the final provisions are set

		out in a separate document “Guideline Master’s Thesis”. The guideline is handed out to the students two months before they register for the Master’s thesis.
<i>Exam documentation</i>	7	The assessment of the works completed in connection with the Master’s thesis is recorded in an examination protocol.
<i>Retake and amendments</i>	8	If a Master’s thesis is rated as insufficient, a student is given, in consultation with the head of the respective specialization programme, one chance to retake the MA thesis with a new topic in the following semester. Amendments to an MA thesis are to be made in accordance with sect. 7 para. 10 of the StuER and in consultation with the head of the respective studio, and must be submitted within 6 weeks.
<i>Graduation</i>	9	The following conditions apply to a successful completion of the Master’s degree programme Masterstudio: a. Successful completion of all prescribed modules as listed in the module guide; b. Attainment of at least 60 ECTS credits, thereof at least 30 ECTS credits as well as the Master’s thesis within the Master’s degree programme Masterstudio at the HGK FHNW.

Part 3: Final and transitional provisions

Sect. 9 Entry into Force

These Study Regulations enter into force as of 19 September 2022. They replace the Study Regulations for the Master’s degree programme Masterstudio Design of 1 September 2021.

Basel, 15 September 2022
Upon request of:

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Head of IXDM Masterstudio Design

Prof Nicole Schneider
Head of ICDP Masterstudio Design

Basel, 16 September 2022
Issued by:

Prof Dr Claudia Perren
Director FHNW Academy of Art and Design

Please note:

The document is the English translation of the original German Study Regulations concerning the the Master’s degree programme Masterstudio Design at the FHNW Academy of Art and Design. Only the original German version published on the website of the HGK and bearing the signatures of the head of the degree programme and the director of the FHNW Academy of Art and Design is valid in law (in force as of 19 September 2022). According to Section 13 of the HGK Study and Exam Regulations, the common language of the Complaints Commission is German; accordingly, complaints submitted in advance must be written in German; any subsequent hearing before the Commission is also held in German.