

English and American Studies at Augsburg

Welcome to the Master of Arts in English and American Studies! This guide will provide assistance from applying for the program all the way to your master's degree.

You may also be interested in obtaining a copy of the *Study & Life* guide published by the International Office. It is available for download at

http://www.aaa.uni-augsburg.de/incoming/downloads/study_life.pdf

If you are a prospective student interested in applying to our program, please also see our website

<http://www.philhist.uni-augsburg.de/en/lehrstuehle/anglistik/master/>

We wish you all the best for your studies at Augsburg!

Dr. Timo Müller, Program Coordinator
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What is English and American Studies?

The Scope of English and American Studies at the University of Augsburg

The English Department at Augsburg is one of the best in Germany. Rankings regularly confirm this and identify as particular strengths the wide choice of courses, close links between teaching and research, job market preparation, the excellent faculty-student relationship, the well-equipped library, the possibilities for e-learning, and the diverse opportunities for study abroad.

Our lectures and seminars, some of which you will attend together with students from other programs, cover a wide variety of periods and topics, allowing students to define their individual areas of specialization. Seminars and guest lectures by international visiting scholars additionally enrich our course offerings.

The focus of our program is on individual research. Rather than written examinations, you will be expected to write research papers on topics you can define together with your instructor.

We encourage our students to make use of the various opportunities to spend time abroad, including during your master's studies. A stay abroad can take various forms. Students may opt for a semester or year as a student at one of our partner universities, a year as a foreign language assistant, or an internship abroad.

The Master's Program in English and American Studies

Our master's program gives students an unusual range of options for choosing their own areas of specialization. A thorough immersion in academic research as well as the acquisition of practical skills such as academic writing are important components of the program.

Interdisciplinary research and practical projects are part of the curriculum as well, so that graduating master's students bring an array of key qualifications to the job market or to their doctoral projects.

Each of our student chooses a major and a minor within the field of English and American studies. The major can be either in literary studies or in linguistics, and can focus on different areas within these disciplines. For their minor, students can choose among cultural studies, didactics, literary studies, and linguistics.

After Graduation

Our program equips students with key skills and qualifications for a variety of occupations. These skills include a nuanced understanding of English-language texts, written English on a high level of complexity, business fluency in spoken English, and the ability to identify and solve problems independently. Our alumni typically work in

publishing, journalism, education, and the new media, or they go on to pursue doctorate degrees at the university. Since practical work experience is crucial to a successful job search, we encourage students to acquire such experience during their master's studies. Our program features a "practical area" in which students receive credit points for internships, part-time jobs, tutorials, conference visits, and the like (see "Course Structure," below).

Admission Requirements

General Requirements

To apply to our program, you need

- a Bachelor's degree or equivalent, with significant focus on English/American literary studies or English linguistics (see §4 MAPOPhilHist);
- certification of English language skills on level C1/C2 CFR (international students must submit a standardized certificate such as IELTS or TOEFL; a first degree from an English-speaking country may be accepted in lieu of such a certificate);
- skills in a language other than English and German on level B1 CFR (see MAPOPhilHist, Anlage Sprachkenntnisse).

Additional Requirements for International Students

In addition to these general requirements, international students need

- certification of German skills on level A1 CFR (see MAPOPhilHist, Anlage Sprachkenntnisse);
- permission to live in Germany (see Campus Guide for International Students and Scholars).

Please make sure you are eligible for both the program and for coming to Germany **before** you apply. Regarding your permission to live in Germany, it might be advisable to consult the German Embassy in your country, especially if your country is not in the EU or associated with the EU.

Application, Admission and Enrollment

This section will inform you on when, where, and how to apply for admission to our program. It will also explain what happens after you have been admitted to the program. Admission regulations are detailed in §4 MAPOPhilHist.

Application Deadlines

Students are admitted in both winter and summer semesters. The winter semester starts in October; applications are accepted until September 15. The summer semester starts in April of; applications are accepted until March 15.

If you will need a visa to study in Germany, please apply at least 6 weeks before these deadlines. Otherwise you might not arrive in time for the beginning of the semester.

Application Procedure

To apply for the program, you need to complete the online application (<https://qis.zv.uni-augsburg.de/qisserver>). After completing the application, download the application form as a PDF, sign it, and send it—together with the other required documents—to the address specified on the application website. The required documents are:

For applicants from Germany:

- (1) Application form.
- (2) Bachelor's diploma or equivalent. If you have not received your diploma yet, include a transcript of record to prove that you have completed at least 140 credit points toward your degree.
- (3) Certification of English language skills on level C1/C2 CFR. A bachelor's degree from a German- or English-speaking country fulfills this requirement.
- (4) Certification of skills in another foreign language on level B1 CFR. Three years of high-school classes fulfill this requirement, for example.

Certificates for no. 2 to 4 are to be sent as single printed copies. One of the required documents can be handed in after the deadline (but before matriculation). In special cases, e.g. when you are already enrolled in another degree program at the University of Augsburg, admission can be granted provisionally on the condition that the diploma of the earlier program is submitted within one year.

For international applicants:

- (1) Application form.
- (2) Bachelor's diploma or equivalent, as single printed copy (exception: APS certificate required for China, Vietnam, and Mongolia). It is advisable to submit a transcript of records as well to show that you have a substantial background in linguistics and/or literary studies.
- (3) Certification of English language skills on level C1/C2 CFR. If your first degree is not from a German- or English-speaking country, we require a standardized international test such as TOEFL (110 points ibt) or IELTS (7.0 average). This includes students whose first degree is in English and students who have taught English before.
- (4) Certification of skills in another foreign language on level B1 CFR. See Admission Requirements above for details. This requirement is fulfilled if you are a native speaker of another foreign language or if have completed university-level courses in that language (for example).
- (5) Certification of German skills on level A1 CFR.

Certificates for no. 3 to 5 are to be sent as single printed copies.

Admission

After your application has been checked by the student administration office and approved by the selection committee, you will receive an official letter of admission from the university. Keep the letter of admission very safe as you will need it to enroll at the university and, if you come from outside the EU, to get your visa.

Shortly after the application deadline, successful applicants will receive an e-mail from the program coordinator that includes information about the welcome meeting and course enrollment. You do not need to do anything about course enrollment before the welcome meeting.

Moving to Augsburg (International Students)

International students, including students from EU member countries, need a residential address in Augsburg in order to enroll at the university and obtain a residence permit (if applicable). Please consult the website of the International Office (*Akademisches Auslandsamt*) for details: <http://www.aaa.uni-augsburg.de/en/incoming/>.

The most important points are:

- Look for accommodation. You can live in a student dormitory (by German standards, this is a one-room apartment), in an apartment of your own, or at a friend's or relative's place. You **cannot** register at the university if you live in a hostel/hotel or with a friend in a student dormitory.
- Get health insurance. You need to have proof of either international or German health insurance to register at the university. A web search will give you a range of options for insurance companies.

- Open a bank account. This is useful because you will need to pay your rent, your health insurance, and your study fees by bank transfer. Most banks offer student accounts free of charge.
- At this point you can matriculate at the university by following the steps outlined in your letter of admission and the *Campus Guide for International Students and Scholars*.
- Non-EU students should apply for a residence permit right after completing all the steps above in order to make sure you receive your permit before your visa expires (usually 90 days after you entered Germany).

Enrollment (Matriculation)

Matriculation is the German term for enrolling at the university. In order to enroll, you need to bring proof of health insurance, as well as a transfer slip documenting that you paid the administrative fee for the upcoming semester. International students also need to bring proof of a residential address in Germany.

Registration takes place at the *Studentenkanzlei* (student administration office) on the ground floor of Building A. The current administrative fee is published on the *Studentenkanzlei* website, under *Rückmeldung*, and also in the checklist for master's students published by the *Studentenkanzlei* (<http://www.uni-augsburg.de/einrichtungen>). At matriculation you will receive important documents such as your enrollment data sheet, the iTAN list you need to print out confirmations of enrollment, your CampusCard, and your computer login (*RZ-Benutzerkennung*).

If you would like to have your picture on your CampusCard, you can upload one at the QIS center (<https://qis.zv.uni-augsburg.de/qisserver>) using your *RZ-Benutzerkennung*, or your applicant number and password.

Welcome Meeting

The welcome meeting (also known as the orientation meeting) usually takes place the week before lectures start. The exact time and place will be announced via e-mail by the program coordinator. Attending the orientation meeting is crucial for a successful start into your studies. It will equip you with detailed information on course requirements, course enrollment, and other administrative matters.

Transferring Credits

Transfer of credits is at the discretion of the examination board. Should you wish to transfer any grades into the master's program, please contact the program coordinator. He will be able to supply you with the necessary forms and will also be able to tell you which credits can be imported into which module.

The Program

Program Duration

Our master's is a two-year program, which means that you need to obtain a total of 120 credit points over four semesters. You can take up and conclude your studies in either the winter or the summer semester.

If you have not completed your studies after four semesters, you will receive a letter stating that you have failed your exam for the first time. This statement does not have any consequences in practice, however, nor will it show up in your diploma, transcript, or certificate. It should be taken as a reminder to conclude your studies within the next two semesters. If you have not completed the program after six semesters of study, you will be dismissed without a degree (see §12 MAPOPhilHist).

Vacation semesters: If you go abroad or obtain an internship for the larger part of a semester, you can take up to two vacation semesters (leave of absence; *Urlaubsemester*). Vacation semesters do not affect your overall semester count. For further information and to apply, go to the *Studentenkanzlei* website (<http://www.uni-augsburg.de/einrichtungen/studentenkanzlei/beurlaubung/>).

In special cases, such as maternity leave, you can receive apply for more than two vacation semesters. For detailed information see the university's matriculation regulations (<http://www.zv.uni-augsburg.de/de/sammlung/>).

Choosing a Major and Minor

Within English and American Studies, you need to choose a major and a minor area of study. In theory, you can choose and switch your majors and minors whenever you want. Since they require different courses, however, it is advisable to decide before or during your first semester of studies. You can choose among the following areas of study:

Major:

- Literary Studies
- Linguistics

Minor:

- Anglophone and European Cultural Studies
- Didactics of English
- Literary Studies (if your major is Linguistics)
- Linguistics (if your major is Literary Studies)

Courses and Course Selection

Your study program is divided into modules, which carry different codes (“signatures”). Most modules consist of one course. Some consist of a combination of several courses, but with the exception of module D 01 (see below), you do not have to take these courses in the same semester or in a particular order.

Types of courses. There are three types of courses relevant for our program, each of which entails a different workload.

- **Vorlesung (V; lecture):** Large course with little or no student participation or mandatory reading. Usually a survey of a broader topic or historical epoch. Workload: low to medium.
- **Übung (Ü; exercise):** Small to medium-size course (10-30 students) for discussions of more specific texts or topics and mandatory reading assignments. Discussions will usually be based on texts to be read before, and will involve close analysis of these texts in class. Workload: medium.
→ With the exception of the academic writing exercise and the introductory lecture of the didactics minor, lectures and exercises are offered on a pass/fail basis and are interchangeable. This means that several lectures and exercises will be offered each semester from which you can choose regardless of whether the course is a lecture or an exercise. A detailed explanation will be provided in the next section of this guide.
→ For lectures and exercises you take for your major, attendance is the only credit requirement. For lectures and exercises in your minor, other requirements may apply. They will be announced by the instructor in the first session of the course.
- **Hauptseminar (HS; graduate seminar):** small to medium-size course (10-30 students) with detailed discussions, student presentations, and term papers. Seminars usually analyze a specific topic in detail and are often based on study and discussion of texts. There are substantial mandatory reading assignments. Students will often be asked to give an oral presentation on one of the topics on the syllabus. All seminars require a final paper based on independent research, which will be graded. In most seminars you will be expected to define a topic for your final paper yourself, in cooperation with the instructor. The final paper is due during the semester break; the exact deadline will be announced by the instructor. Workload: high.
→ Seminars are the most important courses in the program. The grades you receive for your seminar papers account for about 75 % of your final grade. You should complete at least two seminars per semester.

Course selection usually takes place 1-2 months ahead of the semester. You will be notified of procedures and deadlines by e-mail. For incoming students, course selection takes place a few days before the beginning of the semester.

Course listings are published by the faculty administration around three months before the semester. You can access them via the following links:

- Faculty administration: www.philhist.uni-augsburg.de/lehrveranstaltungen
This is where course listings are first published. The list is tentative, however, and is not updated after initial publication.
- Digicampus: www.digicampus.de
This is the place to go for detailed, up-to-date information about each course, including when and where to meet, what to prepare, and which modules to take the course for. After logging in with your *RZ-Benutzerkennung*, you can access courses via the “Course” and “Search” tabs.
- Modulhandbuch: www.philhist.uni-augsburg.de/studium/modulhandbuch
Published about six weeks ahead of the semester, this is the legally binding, hence reliable and complete list of courses. A searchable pdf document, it also provides an overview of all courses you can take for a given module.

Program Structure

Modules

At German universities, Bachelor's and Master's programs are organized in modules. Each module consists of one or more courses. In our program, most modules consist of only one course, and you can complete most modules in any order you like.

As a rule, seminar modules are graded in our program, while overview modules are not (see below for details). You will be awarded credits points for every completed module, independently from the grade you achieve. If you obtain a passing grade (4.0 or better), full credits will be awarded for the module. If you fail, you will receive no credits and will have to repeat the module. You cannot repeat examinations or modules that you have already passed (see §13 MAPOPhilHist).

In the following you will find an overview of all modules that need to be completed in your chosen major and minor, followed by a more detailed description (see §24 MAPOPhilHist). Further information on the modules is available in the module handbook (www.philhist.uni-augsburg.de/studium/modulhandbuch).

While some modules must be completed at the beginning of your studies, you are free to decide in which order to take the other modules. We have summarized our scheduling recommendations at the end of this section.

Program Overview

The following overview lists the codes, titles, and credit points of all modules you will need to take in your major and minor. The German titles in italics are provided because some administrative units and systems still use them (e.g. STUDIS). The section following this overview will offer detailed information on each module.

Major (choose one)		60 credits
Literary Studies		
MaAngl L 01	Theories and Methods <i>Literaturwissenschaft Hauptgebiet: Theorien und Methoden</i>	10 credits
MaAngl L 02	Academic Writing <i>Literaturwissenschaft Hauptgebiet: Arbeitstechniken</i>	6 credits
MaAngl L 03	Literature Before 1900 (8 credits) <i>Literaturwissenschaft Hauptgebiet: Anfänge bis 19. Jahrhundert</i>	8 credits

MaAngl L 04	Literature After 1900 (8 credits) <i>Literaturwissenschaft Hauptgebiet: 20. Jahrhundert bis Gegenwart</i>	8 credits
MaAngl L 05	Cultural and Theoretical Approaches <i>Literaturwissenschaft Hauptgebiet: Kulturwissenschaftliche Ansätze</i>	8 credits
MaAngl L 06	Backgrounds in Literary History <i>Literaturwissenschaft Hauptgebiet: Literaturgeschichtlicher Hintergrund</i>	10 credits
MaAngl L 07	Advanced Studies (10 credits) <i>Literaturwissenschaft Hauptgebiet: Vertiefende Studien</i>	10 credits
Linguistics		
MaAngl S 01	Theories and Methods <i>Sprachwissenschaft Hauptgebiet: Theorien und Methoden</i>	10 credits
MaAngl S 02	Academic Writing <i>Sprachwissenschaft Hauptgebiet: Arbeitstechniken</i>	6 credits
MaAngl S 03	Form and Meaning <i>Sprachwissenschaft Hauptgebiet: Form und Bedeutung</i>	8 credits
MaAngl S 04	Structure and Use <i>Sprachwissenschaft Hauptgebiet: Struktur und Gebrauch</i>	8 credits
MaAngl S 05	Variation and Text/Discourse <i>Sprachwissenschaft Hauptgebiet: Variation und Text/Diskurs</i>	8 credits
MaAngl S 06	Subjects and Contexts of Modern Linguistics <i>Sprachwissenschaft Hauptgebiet: Hintergrundwissen</i>	10 credits
MaAngl S 07	Advanced Studies (10 credits) <i>Sprachwissenschaft Hauptgebiet: Vertiefende Studien</i>	10 credits
Minor (choose one)		20 credits
Anglophone and European Cultural Studies		
MaAngl C 01	Topics in Cultural Studies I <i>Kulturwissenschaft Nebengebiet: Bereiche und Methoden I</i>	8 credits
MaAngl C 02	Topics in Cultural Studies II <i>Kulturwissenschaft Nebengebiet: Bereiche und Methoden II</i>	8 credits
MaAngl C 03	Backgrounds in Cultural Studies <i>Kulturwissenschaft Nebengebiet: Hintergrundwissen</i>	4 credits

Didactics of English

MaAngl D 01	Introductory Studies <i>Fachdidaktik Englisch: Grundlagen</i>	4 credits
MaAngl D 02	Subjects and Methods <i>Fachdidaktik Englisch: Bereiche und Methoden</i>	8 credits
MaAngl D 03	Advanced Studies <i>Fachdidaktik Englisch: Vertiefende Studien</i>	8 credits

Literary Studies

MaAngl L 08	Topics in Literary Studies I <i>Literaturwissenschaft Nebengebiet: Bereiche und Methoden I</i>	8 credits
MaAngl L 09	Topics in Literary Studies II <i>Literaturwissenschaft Nebengebiet: Bereiche und Methoden II</i>	8 credits
MaAngl L 10	Backgrounds in Literary History <i>Literaturwissenschaft Nebengebiet: Hintergrundwissen</i>	4 credits

Linguistics

MaAngl S 08	Theories and Methods <i>Sprachwissenschaft Nebengebiet: Theorien und Methoden</i>	8 credits
MaAngl S 09	Structure and Use <i>Sprachwissenschaft Nebengebiet: Strukturen und Gebrauch</i>	8 credits
MaAngl S 10	Backgrounds in Linguistics <i>Sprachwissenschaft Nebengebiet: Hintergrundwissen</i>	4 credits

Practical Area 10 credits

Master's Thesis (to be written in major area) 30 credits

Major in Literary Studies

The major in literary studies acquaints students with in-depth knowledge of English-language literatures in its various social, cultural, and historical contexts. Courses are offered in English, American, and postcolonial literature ranging from the Middle Ages

to the present day. Students acquire advanced cultural competence in the fields of literature, culture, and history as well as the ability to offer theoretically informed analyses of complex texts and cultural phenomena.

Your courses will be taught by the staff of the chairs of *Amerikanistik* and *Englische Literaturwissenschaft* as well as the junior professor for *Neue Englische Literaturen und Kulturwissenschaft*.

The major consists of seven course modules. You may replace one of the seminars required in L03-L07 with an “Independent Study” seminar (announced in the official course list), which means that you do not attend sessions but carry out research and write a paper within the area prescribed by the module.

Module MaAngl L 01: Theories and Methods (10 credits)

Literaturwissenschaft Hauptgebiet: Theorien und Methoden

- “Theories and Methods in Literary Studies” (*Hauptseminar*): Take this course in your first semester; it serves as an introduction both to your subject and to studying at the University of Augsburg.

Module MaAngl L 02: Academic Writing (6 credits)

Literaturwissenschaft Hauptgebiet: Arbeitstechniken

- “Academic Writing” (*Übung*): This course is usually offered once a year; you should take it at the first possible opportunity (i.e. in your first or second semester).

Module MaAngl L 03: Literature Before 1900 (8 credits)

Literaturwissenschaft Hauptgebiet: Anfänge bis 19. Jahrhundert

- *Hauptseminar* on English-language literature before 1900 (as listed in the course directory). This type of class may not be offered every semester; take it sooner rather than later.

Module MaAngl L 04: Literature After 1900 (8 credits)

Literaturwissenschaft Hauptgebiet: 20. Jahrhundert bis Gegenwart

- *Hauptseminar* on English-language literature after 1900 (as listed in the course directory). Usually, you will have several classes to choose from each semester.

Module MaAngl L 05: Cultural Approaches (8 credits)

Literaturwissenschaft Hauptgebiet: Kulturwissenschaftliche Ansätze

- *Hauptseminar* on cultural and theoretical approaches to literature (as listed in the course directory). Usually, you will have several classes to choose from each semester.

Module MaAngl L 06: Backgrounds in Literary History (10 credits)

Literaturwissenschaft Hauptgebiet: Literaturgeschichtlicher Hintergrund

- Four *Vorlesungen* or *Übungen* on literary studies topics of your choice throughout your studies. While these courses are not graded, you will need proof of regular attendance or active participation in each course. For proof of participation you need to obtain a process slip (*Laufzettel*) at one of the

secretaries' offices and have your instructors sign the slip at the end of each course you take for the module. After all four courses have been certified on this one slip, submit it to the program coordinator.

Module MaAngl L 07: Advanced Studies (10 credits)

Literaturwissenschaft Hauptgebiet: Vertiefende Studien

This module consists of two courses, which do not need to be taken in the same semester.

- (1) *Hauptseminar* on a literary studies topic of your choice.
- (2) Final Thesis Seminar (*Abschlussseminar*). This is not a course in the usual sense. It simply means you are required to consult with your thesis supervisor while writing your master's thesis. You can register for the seminar in STUDIS as soon as you have completed course no. 1, the *Hauptseminar*.

Major in Linguistics

The major in linguistics provides advanced competence in the analysis and scientific description of the English language in all its aspects. Courses are offered in the core areas of synchronous linguistics (phonetics & phonology, morphology & word formation, syntax, semantics, and pragmatics) as well as in the adjacent fields of synchronous (text and discourse linguistics, socio-linguistics and psycho-linguistics, linguistics of varieties) and diachronous-historical orientation (Old, Middle, and Early Modern English).

Your courses will be taught by the staff of the chairs of Englische Sprachwissenschaft and Angewandte Sprachwissenschaft Anglistik.

The major consists of seven course modules.

Module MaAngl S 01: Theories and Methods (10 credits)

Sprachwissenschaft Hauptgebiet: Theorien und Methoden

- "Theories and Methods in Modern Linguistics" (*Hauptseminar*): Take this course in the first or second semester; it serves as an introduction to your subject. If the course is not offered in either semester, see the course list for available alternatives.

Module MaAngl S 02: Academic Writing (6 credits)

Sprachwissenschaft Hauptgebiet: Arbeitstechniken

- "Academic Writing" (*Übung*): This course is usually offered once a year; you should take it at the first possible opportunity (i.e. in your first or second semester).

Module MaAngl S 03: Form and Meaning (8 credits)

Sprachwissenschaft Hauptgebiet: Form und Bedeutung

- *Hauptseminar* on a topic in this research area, as listed in the course directory.

Module MaAngl S 04: Structure and Use (8 credits)

Sprachwissenschaft Hauptgebiet: Struktur und Gebrauch

- *Hauptseminar* on a topic in this research area, as listed in the course directory.

Module MaAnGl S 05: Variation and Text/Discourse (8 credits)

Sprachwissenschaft Hauptgebiet: Variation und Text/Diskurs

- *Hauptseminar* on a topic in this research area, as listed in the course directory.

Module MaAnGl S 06: Subjects and Contexts of Modern Linguistics (10 credits)

Sprachwissenschaft Hauptgebiet: Hintergrundwissen

- Four *Vorlesungen* or *Übungen* on literary studies topics of your choice throughout your studies. While these courses are not graded, you will need proof of regular attendance or active participation in each course. For proof of participation you need to obtain a process slip (*Laufzettel*) at one of the secretaries' offices and have your instructors sign the slip at the end of each course you take for the module. After all four courses have been certified on this one slip, submit it to the program coordinator.

Module MaAnGl S 07: Advanced Studies (10 credits)

Sprachwissenschaft Hauptgebiet: Vertiefende Studien

This module consists of two courses, which do not need to be taken in the same semester.

- (1) *Hauptseminar* on a linguistics topic of your choice.
- (2) Final Thesis Seminar (*Abschlussseminar*). This is not a course in the usual sense. It simply means you are required to consult with your thesis supervisor while writing your master's thesis. You can register for the seminar in STUDIS as soon as you have completed course no. 1, the *Hauptseminar*.

Minor in Anglophone and European Cultural Studies

Your courses will be taught by the junior professor for *Neue Englische Literaturen und Kulturwissenschaft*, with some courses offered by the staff of the chairs of *Amerikanistik* and *Englische Literaturwissenschaft*. The minor consists of three course modules.

Module MaAnGl C 01 (8 credits)

Kulturwissenschaft Nebengebiet: Bereiche und Methoden I

- *Hauptseminar* on a cultural studies topic of your choice.

Module MaAnGl C 02 (8 credits)

Kulturwissenschaft Nebengebiet: Bereiche und Methoden II

- *Hauptseminar* on a cultural studies topic of your choice.

Module MaAnGl C 03 (4 credits)

Kulturwissenschaft Nebengebiet: Hintergrundwissen

- *Vorlesung* or *Übung* on a cultural studies topic of your choice.

Minor in Didactics of English

Your courses will be taught by the staff of the chair of *Didaktik des Englischen*. The minor consists of three course modules.

Module MaAnGl D01: Introductory Studies (4 credits)

Fachdidaktik Englisch: Grundlagen

- (1) "Introduction to the Teaching of English" (*Vorlesung*): Take this course in your first semester as it is the prerequisite for all other didactics courses.
- (2) Supplementary course to the introductory lecture; must be taken in the same semester as the lecture.

Module MaAnGl D02: Subjects and Methods (8 credits)

Fachdidaktik Englisch: Bereiche und Methoden

- *Hauptseminar* on a didactics topic of your choice.

Module MaAnGl D03: Advanced Studies (8 credits)

Fachdidaktik Englisch: Vertiefende Studien

- *Hauptseminar* on a didactics topic of your choice.

Minor in Literary Studies

Your courses will be taught by the staff of the chairs of Amerikanistik, Englische Literaturwissenschaft, and the junior professor for Neue Englische Literaturen und Kulturwissenschaft.

This minor is only available to students majoring in linguistics. The minor consists of three course modules. You may replace one of the seminars required in modules L08-L09 with an "Independent Study" seminar (announced in the official course list), which means that you do not attend sessions but carry out research and write a paper within the area prescribed by the module.

Module MaAnGl L 08 (8 credits)

Literaturwissenschaft Nebengebiet: Bereiche und Methoden I

- *Hauptseminar* on a literary studies topic of your choice.

Module MaAnGl L 09 (8 credits)

Literaturwissenschaft Nebengebiet: Bereiche und Methoden II

- *Hauptseminar* on a literary studies topic of your choice.

Module MaAnGl L 10 (4 credits)

Literaturwissenschaft Nebengebiet: Hintergrundwissen

- *Vorlesung* or *Übung* on a literary studies topic of your choice.

Minor in Linguistics

Your courses will be taught by the staff of the chairs of *Englische Sprachwissenschaft* (Prof. Dr. Wolfram Bublitz) and *Angewandte Sprachwissenschaft Anglistik* (Prof. Dr. Anita Fetzer).

This minor is only available to students majoring in literary studies. The minor consists of three course modules.

Module MaAngl S 08: Theories and Methods (8 credits)

Sprachwissenschaft Nebengebiet: Theorien und Methoden

- *Hauptseminar* on a linguistics topic of your choice.

Module MaAngl S 09: Structure and Use (8 credits)

Sprachwissenschaft Nebengebiet: Strukturen und Gebrauch

- *Hauptseminar* on a linguistics topic of your choice.

Module MaAngl S 10: Backgrounds in Linguistics (4 credits)

Sprachwissenschaft Nebengebiet: Hintergrundwissen

- *Vorlesung* or *Übung* on a linguistics topic of your choice.

Practical Module (*Praxisbereich*)

Job-market experience outside the university is an important factor in your resume and will improve your chances of finding a job in the area of your choice. In our program, you therefore need to complete a practical module. For this module you need to earn a total of 10 credit points in any area touching on literature, language, culture, international exchange, or English-language teaching; or through work- or study-related activities of any sort in Anglophone countries. Here are some suggestions for practical module activities.

Note that you need to **find and organize these activities yourselves**, and to obtain certificates of occupation and duration. You can contact the program coordinator in advance to ask about the number of credits you will earn for a certain activity.

- **Internships** in an Anglophone country or in a job related to your studies. Bring a certificate and submit an internship report. Two weeks (10 days) earn you 5 credit points.
- **Work or study** in an Anglophone country. Two weeks of work (10 days) earn you 5 credit points. A semester of study abroad is credited with 10 credit points, independent of the courses you take abroad.
- **Summer Schools** on a subject related to your studies. Two weeks (10 days) earn you 5 credit points.
- **Conferences** on a subject related to your studies. Write a detailed report on the conference, with information on all the panels you attended. Bring an attendance certificate. Each day (min. 6 hours) earns you 1 credit point.
- **Guest lectures** offered by the English department. Write a short report for each lecture. Three lectures earn you 1 credit point.
- **Tutorials (*Tutorien*)** at the English department. Each tutorial you teach (one semester, min. 15 hours) earns you 5 points.

When you have collected certificates that will earn you all 10 credit points, go to the program coordinator and submit all the required documentation, together with a 5-page summary of your activities. You can collect certificates over the entire course of your studies, but must submit them during (not after) your last semester of studies.

Schedule Recommendations

We advise you to take 2-3 seminars and 2-3 exercise or lecture classes per semester. Since you need to take each module required for your major and minor at some point, make sure to choose courses eligible for a module you have not yet completed.

You can take the modules in any order you like, with the following exceptions:

- Theories and Methods (module L 01 or S 01): take this course in your first semester or as soon as offered.
- Academic Writing (module L 02 or S 02): take this course as soon as offered. It is not offered every semester.
- Introduction to the Teaching of English (module D 01, didactics minors only): take this course in your first semester. It is a prerequisite for the other didactics modules.

In your first semester, then, you will ideally take the following courses:

- Theories and Methods (in your major, if offered)
- Academic Writing (if offered)
- one or two other seminars
- one or two other exercise or lecture classes (including “Introduction to the Teaching of English” if you minor in didactics)

Exams

Most of our courses do not feature final tests. Instead, you will be asked to write research papers. As a rule of thumb, the more credits you get for a course, the higher the workload will be.

- **Seminars** typically require a 15-20 pp. final paper to be written during or after the semester, as well as short papers or oral presentations during the semester. The precise requirements will be announced by the instructor.
- **Exercise and lecture courses** typically require one or several short papers to be written during the semester; some courses may require oral presentations or written exams instead. The precise requirements will be announced by the instructor.

All papers must follow certain formal guidelines. These guidelines are summarized in a “style sheet” that will usually be available for download on the *Lehrstuhl* website. You can also ask your instructor about the formal guidelines.

Academic Standards

Augsburg University is a community of scholars dedicated to learning, teaching, and research. This community follows an unwritten, but nevertheless valid code of academic integrity that stresses principles of honesty, trust, respect, fairness and responsibility. The reputation of any discipline, any program and, ultimately, the degree you achieve at Augsburg University is damaged when the rules of academic integrity are broken. The quality and integrity of academic work at the master’s level is paramount in achieving success. Dishonesty in any scholarly activity will not be tolerated.

In particular, plagiarism is an offence against the code of academic integrity that will not be tolerated. Plagiarism is commonly defined as “presenting, whether intentional or not, the ideas, expression of ideas, or work of others as one’s own”. As a graduate university student in Germany, you are expected to use your own critical and analytical skills in developing academic arguments and presenting ideas. This also holds true for any experiments or other practical research you conduct. When using someone else’s words, ideas, theories, experiments, data, or work, you must ensure that you cite the author appropriately.

Offences against these standards of academic integrity are treated very seriously. Plagiarism immediately leads to expulsion from the course and a fail grade. It may lead to expulsion from the program or, in case of repeated offence, from the university.

Signing up for Exams (STUDIS Registration)

About one month before the end of classes, you need to decide which of your courses you want to complete that semester. To complete a course, you need to register for the exam in that course in STUDIS, the university's online examination system:

https://www.uni-augsburg.de/einrichtungen/pruefungsamt/studis_fuer_studierende/studis/

Sign in with your computer login. You need to enter an iTAN to register, from the iTAN list you received at matriculation.

The modules carry the German titles also listed in the "Course Structure" section above. Underneath the module names you will find the "examination title"—an abstract description like "B, Aufbaumodul (HS)"—followed by an abbreviation of the chairs that offer courses for this module:

- ALW: American Studies (Amerikanische Literaturwissenschaft/Amerikanistik)
- ELW: English Literary Studies (Englische Literaturwissenschaft)
- NELK: New English Literatures and Cultural Studies (Neue Englische Literaturen und Kulturwissenschaft)
- ESW: English Linguistics (Englische Sprachwissenschaft)
- ASWA: Applied Linguistics (Angewandte Sprachwissenschaft/Anglistik)
- DID: Didactics of English (Didaktik)

It is highly important that you sign up with the chair at which you actually took the course (i.e. the chair for which your instructor works). If STUDIS wants you to choose among several "examination titles," check the module handbook for the correct title.

Grades

All courses are graded, with the exception of the exercise and lecture courses you take for the background module (L06 or S06) in your major as well as the exercise and lecture courses in your literary studies, linguistics, and cultural studies minors (modules L 10, S 10, C 03). We use the standard grading scale for German universities:

number grade	letter grade	rating
1,0 or 1,3	very good (<i>sehr gut</i>)	deserves special recognition
1,7 or 2,0 or 2,3	good (<i>gut</i>)	above average performance
2,7 or 3,0 or 3,3	satisfactory (<i>befriedigend</i>)	meets average requirements
3,7 or 4,0	sufficient (<i>ausreichend</i>)	meets the requirements but has significant weaknesses
4,3 or 4,7 or 5,0	fail / insufficient (<i>nicht ausreichend</i>)	fails to meet the requirements

Master's Thesis

The master's thesis is the final and most important part of the study program. It counts for 30 credit points and thus for 25% of your overall grade.

Planning Your Thesis

Ideally you will finish most of your coursework in the third semester. During that semester you should start thinking about a topic for the master's thesis. The thesis should be 70-90 pages (c. 28,000-36,000 words) in length and needs to be written in your major. As with your seminar papers, you need to find a topic yourself, but you can and should discuss your ideas with your thesis supervisor before you decide.

Any of the professors and advanced instructors—persons who carry the title “Prof.” or “PD”—in your area of study can act as your thesis supervisor. When you approach a potential supervisor, you should have a rough idea about the topic you would like to work on in your master's thesis. Also consult your supervisor about your co-supervisor—this is the person who will provide a second evaluation of your thesis after the supervisor has graded it.

Registering Your Thesis

You can start writing your thesis at any point during your studies, once you have agreed on a topic with your supervisor. Before submitting the thesis, you will need to submit the *Themenausgabe* form available on the *Prüfungsamt* website:

www.uni-augsburg.de/einrichtungen/pruefungsamt/Antraege_Informationen/Phil-Hist/

After you have submitted the form you have six months to write and submit the thesis to the *Prüfungsamt*. In other words, do not submit the form until you are sure you will finish your thesis within the next few months. After you have handed in the form, you will receive a letter stating your thesis title and your official deadline, which is also registered in STUDIS. In special cases, such as illness, you can apply to the examination board for a deadline extension. Such an application is only possible *before* the deadline has expired (see §12 MaPoPhilHist). Note that you need to be matriculated when you submit the thesis.

Submitting Your Thesis

The thesis needs to be submitted to the *Prüfungsamt*, in the form of two print copies and two digital copies (on CD or USB key). After you have submitted the thesis, it will be graded by your supervisor and co-supervisor. This usually takes 2-3 months. You no longer need to be matriculated during the grading period, unless you still have courses to take.

Graduating from the Program

Your studies are officially concluded at the end of the semester in which you finish your last course or submit your master's thesis, whichever comes later. You no longer need to remain matriculated after that semester. There is no final examination, nor does the university hold an official graduation ceremony.

Once you have obtained pass grades for all course modules and the master's thesis, you can apply for your **master's diploma**. The application form is available on the *Prüfungsamt* website:

www.uni-augsburg.de/einrichtungen/pruefungsamt/Antraege_Informationen/Phil-Hist/

After you have submitted the application it usually takes 1-2 months until your diploma is ready. Together with the diploma you will receive a Diploma Supplement, a Transcript of Records, and a certificate stating your overall grades in your major and minor. An English translation of both the diploma and the certificate will be provided.

For the **final grade** on your master's diploma, a weighted average of all of your individual grades will be computed. First, the arithmetic average of your course modules will be computed in proportion to the number of credit points gained for each module. For the final grade, this module grade is weighted three times and the master's thesis is weighted one time. Your overall grade will be computed to two decimals, dropping (not rounding) any further digits.

Important Facilities

Library

The University of Augsburg provides a well-equipped library. Students have access to the main library as well as three departmental libraries. Furthermore, they can search the catalogue and reserve materials online. If necessary, students also have access to the Bavarian Library Network which enables them to order books from libraries all over Bavaria and the rest of Germany.

There are extensive online resources for further research. Students should consult the *Datenbankinfosystem* (DBIS) on the library homepage, which allows access to a wide amount of databases such as *MLA* or *JSTOR*. The *Elektronische Zeitschriftenbibliothek* (EZB) contains a number of journals that library users can access online (http://www.bibliothek.uni-augsburg.de/literatur_suchen).

In order to access these resources off campus you need to install a VPN client that connects you with the university network via your *RZ-Benutzerkennung* (<https://www.rz.uni-augsburg.de/anleitungen/vpn/>).

For further information see www.bibliothek.uni-augsburg.de.

Computer Center

The Computer Center runs several computer rooms on campus, with widely-used software and internet access available for all students. It also runs an IT advice center.

For further information see www.rz.uni-augsburg.de.

Language Center

Students have the opportunity to learn other foreign languages during their studies at no cost. The Language Center offers courses in Spanish, French, Russian, Arabic, Chinese, Japanese, and several other languages. Most courses are offered at different levels of the Common European Framework (CEF).

For further information see www.sz.uni-augsburg.de.

Help and Advice

Research Guidelines

When writing a term paper, please use the research guidelines and style sheets published by your instructor's chair or discipline. These guidelines can usually be found on the "Downloads" websites.

Cover Sheet

The cover sheet must be included with all seminar papers, and if required by your instructor, with shorter papers as well. Among other things, it contains a declaration in lieu of oath stating that the paper has not been plagiarized. The cover sheet is available for download at:

<http://www.philhist.uni-augsburg.de/de/lehrstuehle/anglistik/downloads/>

FAQ

How can I learn more about scholarships?

- For a first overview, go to the International Office's international scholarships database (<http://regen.geo.uni-augsburg.de/AAA/index.php/koop/index>).
- For more information about funding possibilities and scholarships, please visit our department website and watch for relevant posters and information meetings (<http://www.philhist.uni-augsburg.de/de/lehrstuehle/anglistik/>).

How can I get a certificate of enrollment?

- You can print out a certificate of enrollment at the QIS-Portal (<https://qis.zv.uni-augsburg.de/qisserver/>). You will need to enter your *RZ-Benutzerkennung* and password as well as an iTAN number.

How does the *Laufzettel* work?

- The *Laufzettel* (process slip) documents the courses for your MaAngl L06 or MaAngl S06 module. Obtain your *Laufzettel* at one of the secretary's offices. After participating in a course, get your *Laufzettel* signed by the instructor. When you have completed the module, bring the *Laufzettel* to the program coordinator to receive the credit points.

How can I use computers or wireless on campus?

- You can access the computers in the library and the computer rooms with your *RZ-Benutzerkennung* (computer login) and password. These also work for the "MuNA" and "MuNA secure" wireless networks.

How can I access the library website off campus?

- You can access the library and many of the databases it provides off campus by installing a VPN client on your computer. Follow the manual at < <http://www.rz.uni-augsburg.de/de/anleitungen/vpn/> >

Contacts

For administrative questions of any sort, contact the following persons:

Dr. Timo Müller (program coordinator)

timo.mueller@phil.uni-augsburg.de

Dr. Christian Hoffmann (linguistics coordinator)

christian.hoffmann@phil.uni-augsburg.de

Christian Attinger (course selection coordinator)

christian.atinger@phil.uni-augsburg.de

University Offices

Student Administration Office and Student Service Desk (*Studentenkanzlei*)

- Building A, Room 1032
- Opening Hours: Monday- Friday 8.30-12h
- E-Mail: Studentenkanzlei@zv.uni-augsburg.de
- Telephone: 0821 598 1111

Examination Office (*Prüfungsamt*)

- Building A1, room 2050
- Opening Hours: Monday- Friday 8.30-12h
- Telephone: 0821 598 1111

International Office (Akademisches Auslandsamt)

- Building M, second floor (between Mensa and Computer Sciences)
- Consultation Times: depend on your contact person; see [http://www.aaa.uni-augsburg.de/en/about us/](http://www.aaa.uni-augsburg.de/en/about_us/)
- E-Mail: info@aaa.uni-augsburg.de

Secretaries' Offices

American Studies

- Room: 4064
- E-Mail: Gabriele.Simon@phil.uni-augsburg.de
- Telephone: 0821 598 2482

English Literary Studies

- Room: 4035
- E-Mail: sekretariat.elw@phil.uni-augsburg.de
- Telephone: 0821 598 2611

English Linguistics

- Room: 4036
- E-Mail: sekretariat.esw@phil.uni-augsburg.de
- Telephone: 0821 598 2747

Applied Linguistics

- Room: 4037
- E-Mail: sekretariat.aswa@phil.uni-augsburg.de
- Telephone: 0821 598 2748

Didactics of English

- Room: 4034
- E-Mail: manuela.pusskeiler@phil.uni-augsburg.de
- Telephone: 0821 598 2745

New English Literatures and Cultural Studies

- Room: 4010
- E-Mail: diana.florescu@phil.uni-augsburg.de
- Telephone: 0821 598 2725