Eberswalde University for Sustainable Development

Department of Sustainable Economy

STUDY and EXAMINATION REGULATIONS

for the Master's degree program in

Sustainable Tourism Management (Master of Arts)

Full-time study

valid from winter semester 2024/2025

On the basis of

- of § 5 Para. 4, § 10 Para. 1 to Para. 3, Para. 5 S. 1 and 2, § 19 Para. 1 to Para. 4, § 20, § Section 23 (1) to (3) and Section 81 (2) sentence 1 no. 1 of the Brandenburg Higher Education Act of 09.04.2024 (GVBI. I/24, [No. 12]),
- of the University Examination Ordinance (HSPV) of March 4, 2015 (GVBI. II/15 [No. 12]), last amended on April 9, 2024 (GVBI. I/24, [No. 12]),
- of Section 30 (1) of the Basic Regulations of the Eberswalde University for Sustainable Development of 16.12.2020 (Official Notices of 12.01.2021 [No. 79]) and
- of the Framework Study and Examination Regulations of the Eberswalde University for Sustainable Development of 23.03.2016 (Official Notices of 01.04.2016 [No. 40]), last amended on 18.10.2022 (Official Notices of 06.12.2022 [No. 106])

the Faculty Council for Sustainable Business adopted the following new version of the study and examination regulations on 10.01.2024:

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§ 1 Scope and applicability

(1) These regulations apply to applicants and students for the Sustainable Tourism Management degree program starting in the winter semester 2024/25.

(2) It regulates the objectives, content, structure and procedure as well as the examination modalities for the four-semester Master's degree program "Sustainable Tourism Management".

(3) These Study and Examination Regulations supplement the Framework Study and Examination Regulations for the Bachelor's and Master's degree programs at HNE Eberswalde (RSPO) as subject-specific regulations. In the event of a conflict between these regulations and the RSPO, the provisions of the RSPO shall take precedence.

§ 2 Subject of the degree program

(1) The consecutive Master's degree course in Sustainable Tourism Management is primarily aimed at graduates of undergraduate tourism management courses or other related Bachelor's degree courses (e.g. geography, sociology or business administration) who have completed a course in leisure studies or tourism economics worth at least 30 ECTS credits.

(2) It is an application-oriented course of study based on scientific methods. Accordingly, in addition to specialist and methodological knowledge, the course teaches skills for the development and implementation of sustainable tourism. The course is based on practice-oriented teaching:

- the ecological, structural and socio-cultural foundations and requirements of sustainable tourism,
- the economic and digital aspects of a tourism industry geared towards sustainability and transformation,
- Data literacy, as the ability to handle data confidently, such as finding, generating, reading, pre-processing, analyzing and understanding data as well as its (visual) preparation for data-based communication using tourism examples,
- Marketing management as an essential strategic element of tourism, particularly with regard to digital media,
- Sustainability in destination management, in the sense of sustainable development of regions.

(3) Students have the opportunity to complete their studies with in-depth elective modules with the following course content:

- Social entrepreneurship in tourism,
- Tourism and visitor management in protected areas,
- Development and management of tourism in the context of development cooperation,
- practice-oriented work with data to answer questions in the context of sustainable tourism development as well as the basics and techniques of data analysis and visual processing along the data cycle,
- Specialized knowledge of market segments, forms of tourism and management techniques with particular reference to sustainable development in further elective modules (WPM).

(4) The Master's program is based on a systemic approach, according to which tourism is a cross-sectional discipline that presents itself in the context of the economy, environment, society, technology and politics with a special understanding and use of data. The subsystems are taken into account in relation to the actual tourism industry, which is shaped within this field of tension. Promoting sustainable development in tourism is

the basis of teaching. In addition to training in the perception of landscape and culture, this includes knowledge of spatial planning, management skills, marketing and, in particular, data skills. The application-oriented approach also in cludes scientific reflection and knowledge of current research in the field of sustainability and tourism.

§ 3 Study objectives

(1) The aim of the course is to acquire knowledge of tourism management on a scientific basis with a particular focus on sustainable development concepts for the tourism industry. The "Master of Arts" degree qualifies students for the higher civil service and entitles them to pursue a doctorate.

(2) In line with the requirements of professional practice, the specific study objectives are to teach

- Professional and methodological competence (specialist knowledge with special consideration of scientific methodological knowledge),
- Independence and self-reflection,
- Decision-making and action competence (problem-solving skills),
- Social skills ("soft skills" such as communication, motivation and conflict management skills, team spirit).

§ 4 Admission requirements

(1) German and foreign applicants are a d m itted to the degree program if they have a first professionally qualifying university degree, which should comprise at least 180 ECTS credit points in one of the subjects defined under § 2 para. 1. Applicants with higher-qualified degrees or degrees from at least four-year degree programs such as Diplom (FH), Magister, Diplom or 1st state examination will also be admitted.

(2) Graduates of tourism-related courses at universities of cooperative education may also be admitted, provided that this university of cooperative education is state-recognized and their degree corresponds to a three-year Bachelor's degree, comprises at least 180 ECTS credit points and is accredited accordingly. The professional requirements described in paragraph 1 apply.

(3) Bachelor's graduates with 210 ECTS credit points or 240 ECTS credit points as well as applicants with suitable Diplom or Magister degrees can be admitted to a higher semester upon application on the basis of the additional 30 or 60 ECTS credit points acquired. In these cases, an individual study plan will be drawn up by the head of degree program.

(4) This also applies to students who have acquired at least 30 ECTS credit points (or equivalent credit points) in another Master's degree program with similar subject content.

(5) All applicants must provide proof of English language proficiency at level B2 (CEFR) as a language entry requirement. Comparable qualifications such as "Test of English as a Foreign Language" (TOEFL) with 87 points for the internet-based test, TOEIC with 785 points as well as native language or official language English in the home country are also recognized. The country information of the Federal Foreign Office is used to check the mother t o n g u e o r o f f i c i a I language of a country. Graduates of predominantly English-language degree programs do not need to provide any further language certificates. The proportion of English at the time of application, they may be admitted for a limited period of time on condition that they provide proof that they have successfully passed the language test by the time they re-register for the second semester.

(6) For applicants who have not obtained their study qualification under German law at a German-speaking institution, the equivalence of their degree will be determined after receipt of the application at the university, taking into account the requirements of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder and the German Rectors' Conference. The preliminary examination of the application documents is carried out by the central examination office Uni-ASSIST, whose special deadlines must be observed.

(7) Applicants who have not obtained their study qualification under German law at a Germanspeaking institution must provide proof of a German language examination at level B 2 or a comparable qualification as a language entry requirement. This does not apply to native speakers of German or applicants whose country's official language is German.

(8) The decision as to whether an application meets the necessary admission requirements in individual cases is made by the Student Services Department in consultation with the head of the Master's degree program.

§ 5 Selection of applicants and allocation of study places

If the number of applicants exceeds the number of available study places, a selection procedure is carried out in accordance with the Brandenburg Higher Education Admission Act (Brandenburgisches Hochschulzulassungsgesetz - BbgHZG) and the Ordinance on Admission to Study Places in Admission-Restricted Study Programs by the Universities of the State of Brandenburg (HZV) and the statutes of the Eberswalde University for Sustainable Development for the selection of students in the university selection procedure in locally admission-restricted study programs in the currently valid version. Applicants for higher semesters can apply for the winter semester and the summer semester.

§ 6 Standard period of study and structure of the degree program

(1) The degree course– begins each year in the winter semester. The student workload for one ECTS credit point is estimated at 30 hours.

(2) The standard period of study is four semesters. The total number of ECTS credit points to be achieved in the four semesters is 120. The course of study is structured as shown in the overview of the course of study attached as Annex 1. In the first semester, subject-specific fundamentals are taught exclusively in compulsory modules. The 2nd semester is application-oriented with projects. In the 3rd semester, the practical project takes place, alternatively a seminar abroad at a partner university. The Master's thesis is completed in the 4th semester.

(3) In the 2nd and 3rd semester, a total of 5 WPM are available, of which at least four must be chosen. The four available WPMs are

- Social Entrepreneurship in Tourism (2nd semester)
- Applied Data Science in Tourism (2nd FS)
- Nature-based tourism and protected area management (2. FS)
- Fleximodule (2nd FS)
- Current topics (3rd FS)

The WPM "Fleximodule" is offered depending on the current topic situation within the degree program. Information on the flexi-module will be given to students in good time before they select it. The compulsory elective module (WPM) "Current Topics" can also be chosen from modules of other degree programs at the University for Sustainable Development or from other universities and both in the 2nd and 3rd semester. The decision on recognition is made by the Chair of the Examination Board.

(4) In the 2nd and 3rd semester, a total of 5 WPM are a v a i I a b I e , of which at least four must be chosen. The four available WPMs are

- Social Entrepreneurship in Tourism (2nd semester)
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(5) In the 3rd semester, students can choose between a practical project (in Germany or abroad) or a semester abroad at a partner university. For the practical project, students can choose between a project internship (as an individual internship) or a transfer project (group or individual project). Students apply for the internship or transfer project independently. Offers for both forms can be proposed by both lecturers and students. In the case of a semester abroad, a minimum of 18 and a maximum of 24 ECTS credits must be completed at a partner university abroad. The difference of 6 ECTS credit points must be achieved by completing compulsory elective modules at the University for Sustainable Development. The decision on this and on the selection of the chosen modules is made by the program director by 31 August of the respective summer semester at the latest.

(6) The courses take the form of lectures, seminars, exercises with and without presentations and discussions, projects and excursions. Details are regulated by the curriculum (Annex 2) and the module handbook. In the first semester, courses are mainly held in German, from the second semester onwards mainly in English.

§ 7 Examinations

(1) Examinations must be taken for all modules during the course of study. The Master's degree consists of module examinations, a project paper or the module examinations of the semester abroad and the Master's thesis.

(2) The modules are assessed with grades or "with success/without success" (pass mark) and included in the certificate. They form the basis for calculating the overall grade of the Master's degree program.

(3) The professionally qualifying Master's degree determines whether the student has acquired the specialist knowledge required for professional practice, has an overview of the theoretical principles and professional contexts and has the ability to work scientifically and apply scientific methods and findings independently.

(4) Examinations can be taken in either German or English.

§ 8 Practical project

The aim of the practical project is the application of theoretical knowledge and the acquisition of practical experience in the field of sustainable tourism management. Within the practical training, students work independently on a project corresponding to this objective. The practical project is carried out in connection with an internship or in cooperation with a company or organization with a duration of at least

16 weeks. Further details can be found in the regulations for the practical project (see Appendix 3).

§ 9 Semester abroad

(1) For the alternatively selectable semester abroad, at least one Memorandum of Understanding must have been concluded with partner universities with a comparable or meaningfully complementary study program.

(2) The International Office of the University for Sustainable Development develops a Learning Agreement with the students before the start of the semester abroad and, if necessary, accompanies the students during the semester abroad.

§ 10 Master's thesis (Thesis)

(1) The application must be accompanied by an exposé setting out the aim, purpose, content and planned methodological approach of the thesis.

(2) The Master's thesis must be accompanied by a written declaration signed by the student stating that the thesis was written by him/her independently and only using the permitted and named aids and has not yet been used as a Master's thesis at another university. The thesis must also include a short summary of the most important results.

(3) The Master's thesis must be submitted in digital form to the reviewers and the Dean's Office for the library of the University for Sustainable Development.

(4) The Master's thesis is assessed by two assessors. The arithmetic mean of the two grades must be at least "sufficient" and is included in the assessment of the thesis. If the grades from the two reviews differ by more than one grade, a third review must be prepared. In this case, the arithmetic mean of the three grades is used. The third assessor is appointed by the Examination Board.

(5) The thesis can only be repeated once with a new topic if the grade is lower than "sufficient" (4.0). In the event of a repeat, the thesis must be re-registered no later than 3 months after the result of the first examination attempt has been announced. If the re-registration does not take place by this time, the Master's thesis is again deemed to have been failed. If the grade for the repeated oral examination for the thesis is lower than "sufficient" (4.0), the thesis has been definitively failed.

§ 11 Deadlines

(1) In the first two semesters, the modules are usually offered in the form of block modules. The examinations for these modules can be taken during the university-wide examination period or during the lecture period. In this case, they must be taken after the last day of the block course.

(2) The Master's thesis can be registered for at the earliest after successful completion of the clear majority of the coursework and e x a m i n a t i o n s, usually after successful completion of coursework and examinations amounting to at least 75 percent of the total number of credit points to be completed in the degree program, minus the credit points for the academic colloquium and the thesis (68 ECTS credit points). It must be submitted by the end of the semester following the semester in which the last examination was taken at the latest. Otherwise the Master's thesis is deemed to have been failed.

(3) The Master's thesis must be completed within a processing period of 6 months. If the submission deadline is not met, the Master's thesis is deemed to have been failed.

§ Section 12 Assessment of examination performance and formation of grades

(1) A module examination is passed if the module grade is at least "sufficient" (4.0).

(2) The Master's certificate contains an overall grade. The overall grade is calculated as a weighted average of the module grades by weighting the module grades, including the grades for the project work and the Master's thesis, according to the academic credit points awarded to the student. The grades of optional elective modules completed with an examination can be listed on the Master's certificate upon request, but are not included in the calculation of the overall grade.

(3) If the 120 ECTS credit points required for the degree are exceeded due to the selection of compulsory elective modules, the excess ECTS credit points will be canceled and not taken into account in the calculation of the overall grade of the degree program.

§ 13 Graduation

If the Master's examination is passed, the degree "Master of Arts" is awarded. The final documents (certificate and diploma) are issued on the date of the last examination.

§ 14 Entry into force and transitional provisions

(1) These study and examination regulations come into force with their publication on the homepage of the Eberswalde University for Sustainable Development.

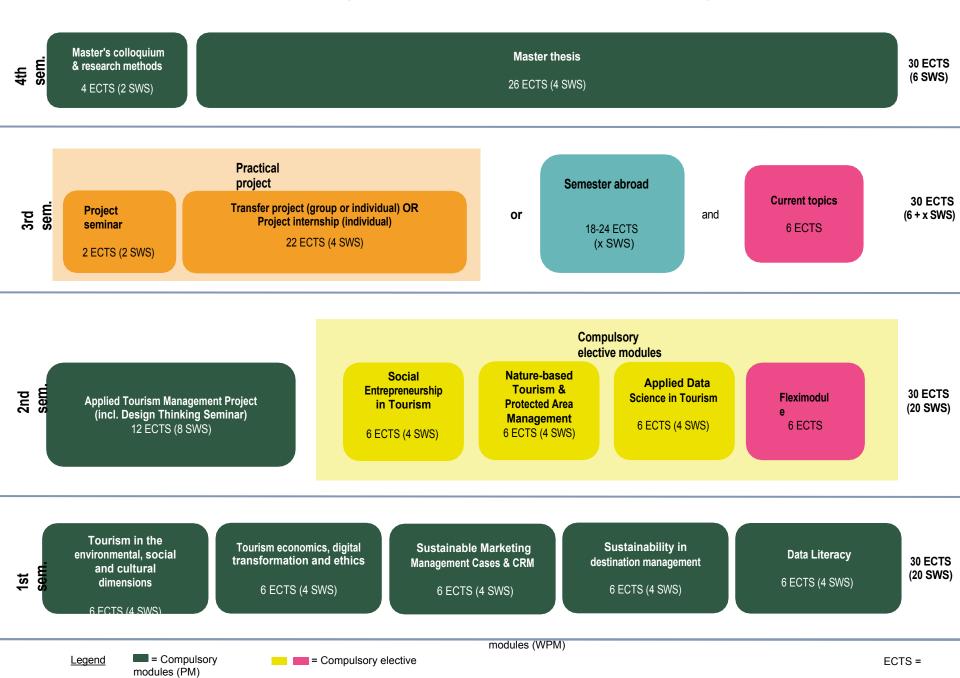
(2) These regulations apply to all students enrolled in the Master's degree program in Sustainable Tourism Management at the Eberswalde University for Sustainable Development after these study and examination regulations come into force.

(3) The study and examination regulations of the Master's degree program in Sustainable Tourism Management valid from the winter semester 2019 will expire after the end of twice the standard period of study after these regulations come into force. Corresponding examination procedures must be completed by this time. Students who have not completed their studies by the time the study and examination regulations expire lose their right to take examinations.

Attachments: Appendix 1: Overview of the course of study Appendix 2: Curriculum Annex 3: Regulations for the practical project Annex 4: Diploma Supplement

Approval of the new version of the study and examination regulations by the FBR:10.01.2024Approval of the new version of the study and examination regulations by the President12.04.2024

Full-time Master's degree course - Sustainable Tourism Management M.A.



European Credit Transfer System

120 ECTS (52 + x SWS)

SWS = semester hours per week

1. Semester

Module name	Compulsory module/ Compulsory elective module	Module content	Teaching methods	Examination performance	SWS	ECTS	Qualification goals
Tourism in the environmental, social and cultural dimensions	РМ	 Impacts and solutions of tourism in the environmental dimensions Basic principles of sustainable development and their application to tourism, development and forms of sustainable tourism Environmental dimension: Impacts and solutions in the area of climate change and biodiversity. Importance of the landscape for tourism Social dimension: focus on human and children's rights, working conditions and workers' rights, gender & diversity in tourism, corporate social responsibility cultural dimension: definition of culture, cultural heritage, identity. Importance of cultural heritage. Case studies 	Lecture, seminar, exercise	Oral examination 100 % (15-20 minutes)	4	6	 Knowledge of the ecological, social and cultural impacts and solutions of tourism Understanding, critically discussing and questioning the connections in the complex network of relationships between tourism, the environment, social and cultural issues and the effects of tourism as well as concepts of sustainable development Social skills, working in groups, discussing constructively and presenting the results of their work in plenary and to represent Independent analysis and special cases Sustainability aspects

Annex 2 Curriculum Sustainable Tourism Management full-time from WS 2024/25

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Tourism economics, digital transformation and ethics	РМ	 Get to know and gain a deeper understanding of the tourism industry and its value-added stages with an economic focus In-depth study of digital business models, internet economy, platform economy and the effects of digital transformation Consideration of new economic approaches such as the economy for the common good or 	Excursion (compulsory participation, requirement results from the subsequent examination, which refers in particular to the knowledge and skills acquired during the excursion, as well as from the	Written exam 100 % 180 min	4	6	a a p • F a a c s • II v L	Explaining the different approaches to thinking and acting in business administration and presenting criticism Reflection on new approaches in business administration in the context of the concept of sustainability independent work with various Literature possibilities, ecognition, assessment

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Sustainable Marketing Management	PM	 Social entrepreneurship in the context of tourism development Discussion of critical economic approaches and ethical aspects of digitalization, economics and tourism industry Building on marketing fundamentals by developing the structure, manifestations, differentiation and special features of tourism marketing Marketing conception, planning, segmentation, positioning, communication and distribution as a strategic marketing approach 	Study program objectives), Exercises with presentation and discussion, lecture Lecture, exercises, seminar paper with preparation of presentations	Term paper 100 % max. 8 pages	4	6	 and reflection on the theoretical foundations Developed teamwork and communication skills , Co-design Ability to plan, design and control digital marketing measures, evaluate the associated instruments and weigh up their use in practice Knowledge and conceptual differentiation of green marketing and sustainability communication
		 Structure, forms of appearance and special features of tourism marketing Digital marketing measures, strategic fields of application and controlling Digital marketing instruments, mobile marketing and performance marketing as well as social media marketing, de- marketing Best Practices 					 Broad integrated marketing knowledge including the scientific basis and current technical problems from the tourism industry Broad spectrum of knowledge of methods that are well-founded both in the field of empirical social research and in marketing Development of solutions for current problems in the team Ability to work in a team, ability to deal with given tasks in a defined period of time to deal with
Sustainability in destination management	PM	 Destination, destination management organization (DMO) 	Lecture, seminar, exercise, excursion	Written exam 100 % 180 min	4	6	Ability to meet the requirements of a competitive destination and DMO

		 Levels of spatial planning in Germany Environmental impact assessment and impact regulation Tourism planning as a task of destination management - planning versus management, classification and differentiation (e.g. from tourism marketing) Development of tourism concepts: supply analysis (building blocks of a tourism offer), demand analysis (indicators, data sources, development trends), analysis of current target groups, market analysis /Competitive analysis, SWOT analysis as an evaluation tool, mission statement and development goals, action and measure plan, case studies, Sustainability in destination development: Indicators, evaluation approaches and practical implementation Institutional sustainability at DMO Competitions as an activation tool Sustainable mobility 		Presentation with		6	 explain how to develop and present all steps of a tourism concept, identify the key indicators for sustainable destination development and name and assess effective measures with regard to their feasibility Development and visualization of location tourism situation analyses, demand, trend, market and competition analyses, benchmarks, SWOT, mission statements as well as action and measure plans Team and leadership skills Presentation and competent representation of independent realistic sustainability approaches
Data Literacy	PM	 Overview of data literacy in the tourism context rom the creation of data to the communication of results in the context of the tourism value chain Independent work with data Development of an infographic or storytelling with data for a self-chosen topic 	Lecture, exercises	Presentation with discussion/argumentation (maximum 30 minutes)	4	6	 Secure knowledge of the steps involved in working with data In-depth knowledge of potential problems with regard to ethical and social implications Independent development of questions and planning on the basis of of data and their processing

	Example in the tourism context		 Ability to handle data confidently (including finding, generating, reading, pre- processing, analyzing and understanding data and preparing it (visually) for a data-based communication)
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2. Semester

Module name	Compulsory module/ Compulsory elective module	Module content	Teaching methods	Examination performance	SWS	ECTS	Qualification goals
Applied Tourism Management Project (incl. Design Thinking Seminar)	PM	 Application of knowledge in a defined (external) project with a partner Working on the partner's question, developing creative solutions while taking into account time and team management (distribution of roles) 	Design Think Workshop, Seminar, Exercise	Group presentation (30 minutes per group) 100 % on the basis of • 3 Protocols • a poster • a Management Summery (5-8 pages)	8	12	 Application of the knowledge and skills of marketing and project management as a strategic approach to corporate management Ability to tackle a complex problem from the tourism industry against the background of theoretical knowledge and to develop a solution approach in a team - with a focus on a sustainable marketing strategy Reflection of marketing strategies in relation to sustainable development Company orientation
Social Entrepreneurship in Tourism	WPM	 Development of an own business concept or entry path of social enterprises into the labor market Creation of a presentation as a pitch for a 	Lecture, seminar, exercise with presentation and discussion	Presentation (maximum 15 minutes) 100 %	4	6	 Comprehensive knowledge and skills in social entrepreneurship Ability to critically examine the choice of social problem, analyze the roots of the problem and

		 Setting up a business or an application Critical view of social enterprises Dealing with the financing of an idea/project 					 Development of plans for the implementation of solutions Identification of social and societal problems and development of ideas and brainstorming tools to remedy them In-depth conceptual and strategic skills for the realization of project ideas Enhanced social skills
Nature-based Tourism and Protected Area Management	WPM	 Introduction to nature conservation and nature conservation strategies, types of protected areas, protected area management Leisure and tourism as interventions in nature, conflicts between nature conservation and tourism/leisure use Visitor management and infrastructure Specific forms of nature- based tourism, nature and ecotourism - Market Economic importance of tourism for protected areas, UNESCO World Heritage sites National and international case studies 	Lecture, seminar, exercise, excursion	Term paper 100 % (maximum 5000 words / maximum 15 pages)	4	6	 Knowledge of various nature conservation strategies and their objectives Knowledge of protected area categories and their relevance for recreation and tourism and possible impacts of recreation and tourism Knowledge of visitor management strategies and their implementation Knowledge of the main areas of conflict between tourism and nature conservation Ability to reconcile the requirements of nature conservation with the needs of leisure and tourism Conflict avoidance or minimization through visitor management strategies and measures Independent development of nature tourism offers and their marketing

Applied Data Science in Tourism	WPM	 Practice-oriented introduction to working with data to answer questions in tourism Teaching the basics and techniques of data analysis and visual processing 	Lecture, seminar, exercise	Unit 100 % (30 minutes)	4	6	 Initial knowledge of programming Use of existing tools Knowledge of common procedures for processing data Application of the methods based on practical problems of Data preparation and evaluation
Fleximodule	WPM	Offered depending on current topics within the degree program	Lecture, exercise. Project	is determined with the offer	4	6	 Application of previously acquired knowledge in the implementation of a project

3. Semester

Module name	Compulsory module/ Compulsory elective module	Module content	Teaching methods	Examination performance		ECTS	Qualification goals
Project seminar	РМ	Development of a project draft	Seminar (compulsory, as participation is required for the organizational preparation of and introduction to the practical project)	Receipt (certificate of success) (maximum 8 pages of text)	2	2	 Application of specialist knowledge and skills for the preparation of the practical project
Practical project: Practical project as a) Project internship or	PM	 Application of theoretical knowledge and acquisition of practical experience in the field of sustainable tourism Development and processing of a project 	At least 2 consultations with the respective project supervisor	Presentation 100 % (maximum 30 minutes plus 15 minutes discussion/argumentation)	4	22	 In-depth specialist knowledge of holistic project management Ability to independently develop and elaborate a concrete and realistic project and to identify and avoid or minimize project risks Ability to fit into existing

Annex 2 Curriculum Sustainable Tourism Management full-time from WS 2024/25

b)	Transfer project				8 work teams and responsibility for

Annex 2 Curriculum Sustainable Tourism Management full-time from WS 2024/25

or semester abroad	According to the Learning Agreement					18-24	take over their areas of responsibility and be able to communicate within the team and with superiors
Current topics	WPM	 Placeholder module for courses on current topics at HNEE or other universities 	depends on the module selection	depends on the module selection	4	6	depends on the module selection

4. Semester

Module name	Compulsory module/ Compulsory elective module	Module content	Teaching methods	Examination performance	SWS	ECTS	Qualification goals
Scientific colloquium	РМ	 Development of a research design / exposé for the Master's thesis 	Exercise, seminar (compulsory participation, as the preparation of the exposé is essential for the successful completion of the Master's thesis)	Presentation (maximum 20 minutes)	2	4	 Application of the specialist knowledge and skills acquired Independent development and research of research topics and research questions Application of the techniques of qualitative and quantitative and methods of empirical field research and Analysis

Thesis	Thesis content	ECTS	U
Master thesis	 Preparation of a Master's thesis with high scientific working techniques and demands in terms of research, citation, argumentation, evaluation of results In-depth study of a topic related to the content of the MA program Development of a research question, adaptation of the research methods learned, analysis and Interpretation of the results 	26	

Abbreviations:

PM = compulsory module

WPM = Compulsory elective module



Department of Sustainable Economy Appendix 3:

to the SPO of the Master's degree program in Sustainable Tourism Management parttime studies valid from WS 2024/25

Regulations for the practical project in the

Part-time Master's degree program in Sustainable Tourism Management

These regulations govern the practical project for students of the Master's degree program in Sustainable Tourism Management, which is intended for the 5th and 6th semesters.

§ 1 Choice between project internship and transfer project

- (1) Students can choose between a project internship or a transfer project in cooperation with a practice partner, regardless of their previous practical experience in tourism.
- (2) In a project internship, students are integrated into the operations of a company or organization. In a transfer project, students receive a project assignment from a company or organization, which they work on independently (individually or in a group) for the practice partner. Regular meetings with the partner company or organization must be scheduled.
- (3) Students apply independently for a project position for the internship or transfer project. The practical project officer of the degree program and the lecturers of the degree program can submit project proposals.

§ 2 Status of students

During the practical project, students remain members of the university with all rights and obligations. They are obliged to comply with the instructions of the practice partner and the persons commissioned by the practice partner necessary to achieve the training objective and to observe the applicable regulations, in particular work regulations and accident prevention regulations as well as regulations on confidentiality.

§ 3 Responsibility of the department

(1) The head of the Master's degree program in Sustainable Tourism Management assigns a lecturer for the practical project as



Department of Sustainable Economy Practical project officer.

Practical project officer. His/her tasks include checking the conclusion of contracts with the internship sites. The professional supervision of the students is distributed among all lecturers of the Master's degree program (HNEE project supervisors) according to the respective assignment or subject areas.

(2) Project meetings are organized by the respective HNEE project supervisors for the students they supervise.

§ 4 Aims and topic of the practical project

- (1) The aim of the practical project is the application of theoretical knowledge and the acquisition of practical experience in the field of sustainable tourism. It must be ensured that the requirements of a Master's degree course are met. Within the practical project, students work independently on a project corresponding to this objective. As a rule, the following are worked on
- Implementation of study and research projects (feasibility studies, market studies, etc.)
- Development of feasible concepts/plans for sustainable development
- Development of tourist offers, marketing strategies
- Development of further training programs, manuals
- (2) After consultation with the practical project coordinator of the Master's program, other focal points are possible, but in any case there should be a connection to tourism, which can be supplemented by a connection to sustainability.

§ 5 Contract for the project internship or transfer project

At the latest two weeks before the start of the practical project, the student and the practice partner conclude a contract for the project internship or transfer project. It is recommended to use the sample contract of the University for Sustainable Development for the project internship. A copy of the contract must be sent to the person responsible for the practical project. For transfer projects, a simple written agreement with the practice partner regarding the cooperation during the project period is sufficient.

§ 6 Duration of the project internship or transfer project

The practical project covers a period of 32 weeks.



Department of Sustainable Economy § 7 Deadlines

- (1) The practical project can start on 01.09. at the earliest and must be completed by 1.10. of the
 - 5. semester can be started.
- (2) Students must choose an HNEE project supervisor from the list provided by the internship project coordinator by July 31 of the summer semester preceding the internship project.
- (3) A copy of the internship contract between the student and the practice partner, including a brief description, must be uploaded to the relevant Moodle website no later than two weeks before the start of the project.
- (4) If the internship or transfer project is not started by October 1 or if no extension is requested from the internship project coordinator, it is deemed to have been failed. A repetition can still take place in the current semester. The start of the repetition is determined by the internship coordinator.
- (5) It is possible to extend the project internship or transfer project by a maximum of 4 weeks beyond the planned duration according to § 6 in consultation with the project supervisor and the HNEE supervisor.

§ 8 Working hours

- (1) In the case of the project internship, the daily working hours correspond to a half-time position at the internship location and, in the case of the transfer project, to a half-time equivalent.
- (2) The project topic is worked on to an appropriate extent within working hours.
- (3) An interruption of the practical project is only possible in compelling cases with the consent of the HNEE supervisor. Downtimes within the practical project must be justified and reported immediately to both the project supervisor and the HNEE practical project officer and, in the case of the project internship, to the supervisor of the internship position. Absences of more than 5 working days must be made up.

§ 9 Internship and project-related courses

 An introductory project seminar takes place as an online event at the beginning of the 5th semester. The project seminar prepares students for the practical project in terms of both organization and project management. During the seminar, a draft for



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their own project. Students must be released from work by their practice partner in order to participate in the seminar.

(2) At least two project consultations must be arranged between the respective HNEE project supervisor and the corresponding students during the practical project in order to ensure professional supervision of the project. The first project consultation is to be scheduled shortly after the start of the project. At this meeting, the students present their project draft including the project structure plan (schedule). Students will receive individual feedback from the HNEE project supervisor at this meeting. The second project consultation is to be arranged before the end of the project. The students present the draft structure of the project report and receive feedback from the HNEE project supervisor.

§ 10 Examination performance

The final examination of the practical project is a presentation of the project.