



European University Alliance

JOINT STUDENT HANDBOOK

Arqus Joint Master's Programme in European Studies

2025-2026



UNIVERSITIES:

University of Granada, Spain
University of Graz, Austria
Leipzig University, Germany
Vilnius University, Lithuania



UNIVERSITÄT
LEIPZIG



Vilniaus
universitetas



Contents

1. Programme information	04	3. Master Thesis	27
1.1 Concept of the Programme	04	3.1 General Overview	27
1.2 Competence Profile and Career perspectives	06	3.2 Guidelines and Procedures	29
1.3 Programme Structure and Modules	08		
1.3.1 Basics in European studies – blended modules (with a virtual mobility component)	08	4. Practical information	31
1.3.2 Specialisation – modules requiring physical presence	10	4.1 Mobility Procedures	32
1.3.3 Support for master thesis development – online modules	13	4.2 Internship	35
1.3.4 Rules for completing and retaking modules	14	4.3 Academic Calendar	38
1.4 Curriculum and Courses	15	4.4 Participation Costs	39
1.5 Mobility as an Integral Part of the Programme	17	4.5 Contacts & information	41
2. Consortium Explained – Role of Partner Universities	19	5. Appendix: Joint Grade Conversion Table	42
2.1 Jointness and Collaborative Elements of the Programme	20		
2.1.1 Entrance university	21		
2.1.2 Coordinating university	22		
2.1.3 Mobility university	23		
2.1.4 Other partner universities	24		
2.2 Assessment and Grading	25		
2.3 Degree awarding	26		



Welcome to the Arqus Joint Master's Programme in European Studies!

You are part of the second generation of the Arqus Joint Master's Programme in European Studies—a collaboration between the University of Granada, University of Graz, Leipzig University and the Vilnius University. We are very excited to embark on this recently developed programme together with you. We aim to create a stimulating and exciting environment for your studies and look forward to your active participation and engagement.

The Arqus Joint Master's gives you a unique opportunity to learn about Europe as a global actor, its changing role in current world politics, and how global developments affect the continent. Over the next two years, you will gain the skills to analyse and understand social, economic and political developments in Europe. You will also learn to work in an interdisciplinary context and prepare for your next career step.

This handbook provides essential information about the programme structure, the role of partner universities, modules, course offerings, mobility opportunities, and practical details about your studies. It includes information on administrative procedures, grading policy, and key contacts who can assist you during your time in the programme.

On behalf of the faculty and staff, we wish you an inspiring and successful start to the Arqus Joint Master's Programme in European Studies!

The Joint Programme Coordination team

01 Programme Information

This section introduces you to the Arqus Joint Master's Programme in European Studies, its concept, structure, and the content of its virtual and physical components.

1.1 CONCEPT OF THE PROGRAMME

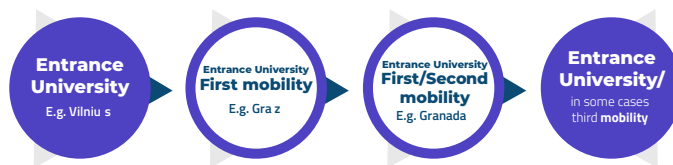
The Programme is offered jointly by all four participating universities, centrally coordinated by Leipzig University. You can choose one of the four participating institutions as your entrance university. Students are strongly encouraged to participate in physical mobility at one of the three remaining partner universities by choosing a mobility institution's specialisation and its accompanying modules that match their academic preferences.

A one-semester mobility scheme is guaranteed for all students and is financially supported through Erasmus grants. In some cases, longer mobility pathways may also be possible but must be discussed and agreed upon by the partner universities.

This allows students to gain significant **international experience through mobility** and to focus their studies on specific specialisation modules offered by the host universities.

MOBILITY PATHWAY I

(IF YOU ENTER GRANADA, GRAZ OR VILNIUS UNIVERSITY)



MOBILITY PATHWAY II

(IF YOU ENTER LEIPZIG UNIVERSITY)



MOBILITY PATHWAY III

(ALL THE ENTRANCE UNIVERSITIES)



Figure 1. Potential mobility pathways

As the Arqus Alliance consists of universities from different parts of Europe, it provides an ideal environment for this programme due to its diverse and complementary research strengths and regional foci.

The Programme, focusing on **Europe as a global actor**, trains students for policy advisory and research roles in Europe and beyond. It prepares students for professional fields both inside and outside academia.

The programme addresses the complex relationships between Europeanisation and globalisation, considering the perspectives of both EU and non-EU member states.

The **multi- and interdisciplinary approach** enables students to analyse and design political, economic, social, and cultural policies and programmes, leveraging the combined expertise of universities from various European regions in a collaborative consortium. Through research-based approach, students will learn to contribute independently to future-oriented projects and related policy and scientific debates.

At the end of your studies, the four participating universities will award you the **joint degree “Master of Arts in European Studies”**, with Leipzig University being a central coordinating institution administering grades and issuing the diploma and transcript on behalf of the four partners.



Academic Degree

Master of Arts “M.A.”



ECTS

120 ECTS



Duration of Studies

4 semesters



Language of Instruction

English



Mode

Full-time

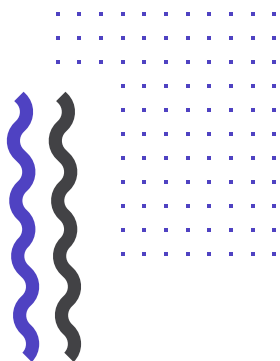
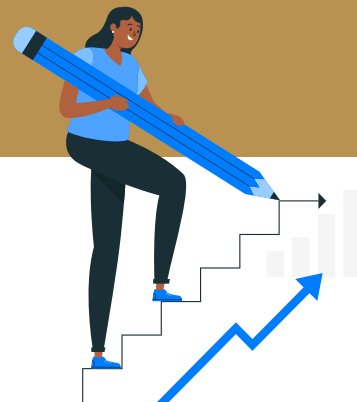
with physical, online, and blended teaching
being integral parts of the curriculum



1.2 COMPETENCE PROFILE AND CAREER PERSPECTIVES

The Programme aims to build the following competence profile:

- ✓ It trains students to analyse the relationship between Europeanisation and globalisation through a multi- and interdisciplinary approach and participate in scientific and political debates.
- ✓ It promotes a perspective that views Europe/Europeans as global actors in today's interconnected world.
- ✓ It introduces a multidisciplinary framework, integrating diverse approaches to the subject matter.
- ✓ It develops students' ability to analyse and interpret emerging developments in Europe's global role with originality and innovation.
- ✓ It equips students to independently contribute to research-based analysis and the design of forward-thinking political, economic, social, and cultural projects within Europe.



The Programme prepares students for diverse career paths, including:

- ✓ Working in research and providing research-based advice for various social actors in Europe and internationally.
- ✓ Pursuing professional opportunities beyond academia.



Upon completion of the programme, graduates can pursue careers in:

- ✓ Academia, including both university and non-university research institutions.
- ✓ Educational and training institutions.
- ✓ Government organisations and public administration at national, regional, and local levels.
- ✓ Non-governmental organisations (NGOs).
- ✓ International organisations.

1.3 PROGRAMME STRUCTURE AND MODULES

The Programme comprises **11 modules**, which entail a workload of **120 ECT credits** over four semesters, combining physical, online, and blended teaching (with a virtual mobility component).

1.3.1 Basics in European studies – blended modules (with a virtual mobility component)

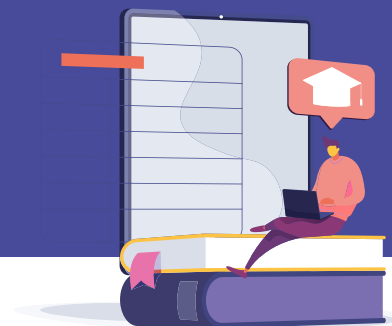
Modules 1-4 and Module 7 are blended modules (with a virtual mobility component) consisting of a joint online lecture, and a local course with mandatory physical presence.

The joint online lecture is a compulsory course developed and taught jointly by lecturers from all four participating universities. It represents a virtual exchange, where Arqus students from all four universities participate together and have the opportunity to meet and learn from experts from each partner institution.

The local course is thematically and methodologically related to the joint online lecture, deepening and supplementing it with local expertise and perspective. Students can choose a local course from their entrance university's list of course offerings for the Arqus programme (or from the university at which they physically stay later for the respective module). The updated course lists of all four partner universities for the academic year 2025-2026 are available below in the Section 1.4 on Curriculum and Courses.

Each joint online lecture is coordinated by one of the partner universities. To attend a joint online lecture, students need to register to the lecture at the university providing it, which requires creating an account with that university. Once registered, students will have access to course materials through the university's learning platform. Students will receive the syllabus from the coordinator at the university providing the lecture. Additionally, any lecture-related questions can be addressed to the course coordinator.

Communication about the lecture will be conducted via the university's online platform, including emails to the students' accounts at the university providing the lecture. To ensure that students do not miss any important communication, it is recommended that they set up automatic forwarding to the email account they use regularly.



Here is the list of coordinating universities and contacts for each module:

MODULE 1: Leipzig University

Coordinators:

- Steffi Marung (marung@uni-leipzig.de)
- Stephan Kaschner (stephan.kaschner@uni-leipzig.de)



UNIVERSITÄT
LEIPZIG

MODULE 2: University of Graz

Coordinator:

- Emma Lantschner (emma.lantschner@uni-graz.at)



MODULE 3: University of Granada

Coordinator:

- Amelia Diaz Perez de Madrid (amdiaz@go.ugr.es)



UNIVERSIDAD
DE GRANADA

MODULES 4 and 7: Vilnius University

Coordinator:

- Ieva Giedraitytė (ieva.giedraityte@tspmi.vu.lt)



Vilniaus
universitetas





1.3.2 Specialisation. Modules requiring physical presence

Modules 5-6 and 8-10 are called Specialisation Modules and consist only of local courses that require physical presence. Each partner university has its own focus, expertise, and comparative advantage. Students have the opportunity to choose a mobility institution based on its specialisation, which matches their academic interests. To complete any Specialisation Module (5-6 and 8-10), students must pass all its encompassing local courses at the university where they initiated the module, because they are specialising in a certain topic which potentially encompasses more than one local course. There is no possibility of splitting one Specialisation Module between different universities; for example, it is not possible to take one course of a Specialisation Module 5 at the University of Granada and another course of the same Specialisation Module at the University of Vilnius.

Module 10 consists of local Specialisation course OR 125-hour internship programme, thus giving students the possibility to be flexible location-wise during the fourth semester. For more details on the internship requirements and procedure, please refer to Section 4.2 on Internship.

Table 1. Module Overview across Semesters

YEAR 1	
First Semester. BASICS – Entrance University	Second Semester. SPECIALISATION – Entrance or Mobility University (if Leipzig is your entrance university, this semester has to be completed in Leipzig)
MODULE 1: blended (with a virtual mobility component) — comprising a Joint Online Lecture and a local course requiring physical presence	MODULE 4: blended (with a virtual mobility component) — comprising a Joint Online Lecture and a local course requiring physical presence
MODULE 2: blended (with a virtual mobility component) — comprising a Joint Online Lecture and a local course requiring physical presence	MODULE 5: physical—this is a Specialisation Module comprising only local courses requiring physical presence
MODULE 3: blended (with a virtual mobility component) — comprising a Joint Online Lecture and a local course requiring physical presence	MODULE 6: physical—this is a Specialisation Module comprising only local courses requiring physical presence
YEAR 2	
Third Semester. SPECIALISATION – Mobility or Entrance University	Fourth Semester. MASTER THESIS DEVELOPMENT
MODULE 7: blended (with a virtual mobility component) — comprising a Joint Online Lecture and a local course requiring physical presence	MODULE 10: (can be flexible location-wise): Specialisation module comprising a local course requiring physical presence OR an internship programme (according to the rules of the entrance university)
MODULE 8: physical—this is a Specialisation Module comprising only local courses requiring physical presence	MODULE 11: online colloquium “Europe as a global actor”, as the support for master thesis development
MODULE 9: physical—this is a Specialisation Module comprising only local courses requiring physical presence <i>*At Universities of Granada and Leipzig one course can be substituted with an internship programme (according to the rules of these universities)</i>	MASTER THESIS

Specialisation Areas of Partner Universities

In addition to specific field specialisations (*Table 2 below*), partner universities have their regional foci:

- **University of Granada:** Internal and External Regions of Europe; Maghreb and the Middle East
- **University of Graz:** Southeast Europe
- **Leipzig University:** Between East and West; East-Central Europe
- **Vilnius University:** Northern and Eastern perspective (Central and Ester Europe, Nordic and Baltics).

Table 2. Specialisation Areas of Partner Universities across Modules and Semesters

	Semester II	Semester III	Semester IV
	Module 5: Regions in Europe	Module 8: Global Challenges and European Answers	Module 10
Granada	Geographical Perspectives	Public-Private Approaches to Climate Change	The European Approach to Migration
Graz	Southeastern Europe	Peace, Migration, and Climate Change	Human Rights and Diversity Management II
Leipzig	Between East and West	Global Conflict Management	Europeanisation and Globalisation
Vilnius	A Northern and Eastern Perspective	Eastern Europe and the Global Challenges	Practical Skills and Knowledge on Governance and Security
	Module 6: Social Transformations in Europe	Module 9: Cultural Representation in Current European Societies	
Granada	Socio-Economic Processes and Critical Views of Europe	Beyond Europe: Conflicts, Actors, and Scenarios of change	
Graz	Socio-Economic Development and Social Change	Human Rights and Diversity Management I	
Leipzig	Transnational Perspectives	Cultural Representation in Current European Societies Religion in Contemporary European Societies European Cultural History of the Jews	
Vilnius	Nationalism and Civic Resistance	Practical Skills and Knowledge on Eastern Europe // Europe: Politics and History	

1.3.3 Support for master thesis development. Online modules

Module 11 is held online in the form of a colloquium on the subject of "Europe as a global actor". It is offered jointly by all partner universities and serves to support the work on the master's thesis and to present the research results.



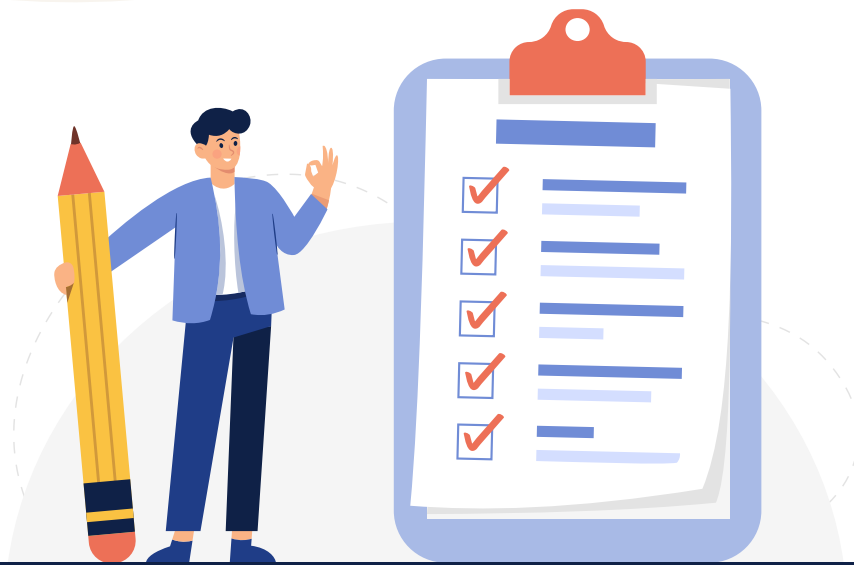
1.3.4 Rules for completing and retaking modules

If students do not complete the local courses of blended modules (with a virtual mobility component) 1-4 and 7 for any reason, they can complete the module by taking a local course of any of the four partner universities once they are offered.

Although this is possible, **students who go on mobility in the third semester** are strongly advised to complete modules 1-6 within the first two semesters at their entrance university. If they do not complete Specialisation Modules 5 and/or 6 at their entrance university in the second semester, **they must retake and complete the entire respective Specialisation Module** at their mobility university in the third semester (if courses are available) or retake/complete them later at any of the four partner universities they attend when the courses are offered.

Similarly, **students who go on mobility in the second semester** are strongly advised to complete the modules 1-3 in the first semester and to initiate and complete the modules 4-6 at their mobility university in the second semester. If they do not complete Specialisation Modules 5 and/or 6 at their mobility university in the second semester, **they must retake and complete the entire respective Specialisation Module** at their entrance university in the third semester (if courses are available) or complete them later at any of the four partner universities they attend when the courses are offered.

Additionally, Specialisation Modules 8 and 9 in the third semester must also be completed at the university where they have been initiated. If students fail to complete one of the local courses of Specialisation Module at the university where they initiated the module, they must retake the entire respective module later at any of the four partner universities they attend when the courses are offered (which might prolong their studies).



1.4 Curriculum and Courses

Table 3. Curriculum

Semester I	Semester II
Module 1 – 10 ECTS An Introduction to European Studies - Methods, Traditions and Future Challenges to Knowledge Production about Europe ✔ Joint online lecture (compulsory – 5 ECTS): Introduction to European Studies (organized by Leipzig University) ✔ Local course at the entrance university	Module 4 – 10 ECTS European Foreign Policies ✔ Joint online lecture (compulsory – 5 ECTS): European Foreign Policies (organized by Vilnius University) ✔ Local course at the entrance university
Module 2 – 10 ECTS Europeanisation under the Global Condition – History, Economics, and Politics ✔ Joint online lecture (compulsory – 5 ECTS): Introduction to Europeanisation under the global condition (organized by the University of Graz) ✔ Local course at the entrance university	Module 5 – 10 ECTS Regions in Europe: Specialisation ✔ Local courses at the entrance university (or at the mobility university for those on mobility in the second semester)
Module 3 – 10 ECTS Europe and Law ✔ Joint online lecture (compulsory – 5 ECTS): European Law (organized by the University of Granada) ✔ Local course at the entrance university	Module 6 – 10 ECTS Social Transformations in Europe: Specialisation ✔ Local courses at the entrance university (or at the mobility university for those on mobility in the second semester)
	× × × × × × × × × × × × × × × →

1.4 Curriculum and Courses

Table 3. Curriculum

Semester III	Semester IV
Module 7 – 10 ECTS Europe and Development	Module 10 – 5 ECTS Specialisation Module: Specialisation (optional: local course or internship)
✓ Joint online lecture (compulsory – 5 ECTS): Europe and Development – Developmental Policies (organized by Vilnius University) ✓ Local course at the mobility university for those on mobility in the third semester (or at the entrance university for those who are not on mobility)	✓ Local course at the entrance university (or at the mobility host for those on mobility) OR ✓ an internship programme (according to the rules of the entrance university)
Module 8 – 10 ECTS Global Challenges and European Answers – Specialisation	Module 11 – 5 ECTS Europe as a global actor - online
✓ Local courses at the mobility university for those on mobility in the third semester (or at the entrance university for those who are not on mobility)	✓ Joint online colloquium (compulsory – 5 ECTS): Europe as a global actor
Module 9 – 10 ECTS Cultural Representation in Current European Societies - Specialisation	
✓ Local courses at the mobility university for those on mobility in the third semester (or at the entrance university for those who are not on mobility) <i>*At Universities of Granada and Leipzig one course can be substituted with an internship programme (according to the rules of these universities)</i>	
List of courses To get a rough overview of the course offerings for each university and each module, students can look at the 2025/2026 Course Catalogue Course catalogue here	



1.5 Mobility as an Integral Part of the Programme

Mobility is an integral part of the Arqus Joint Master's Programme in European Studies. Students must complete at least 30 ECTS credits at one of the partner universities other than their admission/entrance university, and this can be done either through physical or through virtual mobility.

Physical mobility

Students are strongly encouraged to participate in physical mobility for one or more semesters, at one of the three remaining partner universities, selecting a mobility institution's specialisation and its accompanying modules that align with their academic preferences (*please see Table 2 above*). The second or third semester are particularly suitable for physical mobility.

Preference is given to candidates who choose a physical mobility track already in their application. Applicants can indicate a preference for the study places in the application, but the selection committee makes the final decision based on the applicant's preference, qualifications, specialisation, and the Consortium's policy on student body balance. Once enrolled, the mobility track is part of the study agreement and can only be changed under extraordinary circumstances.

Please refer to *Section 4.1* on Mobility for more information on mobility-related procedures.

Virtual mobility

In addition to the opportunity to study at two or three participating universities, the transnational learning experience of the programme is also facilitated via participation in joint online lectures (virtual mobility) during modules 1-4, 7, and 11.

Thus, students might choose to remain onsite at their entrance university and fulfil the minimum 30 ECTS at another degree-awarding partner university by simply participating in virtual mobility. In joint online lectures, students have the opportunity to meet and learn from experts from each partner institution and engage with the entire cohort of Arqus students from all participating universities.



Figure 2. Virtual Mobility via Joint Online Lectures



02 Consortium Explained – Role of Partner Universities

Each university within the consortium plays a crucial role in ensuring a continuous and enriching experience for students, from enrolment through graduation, by providing academic guidance, administrative support, and valuable opportunities for research and practical experience.

Students apply to one of the four partner universities. In their application, students indicate their primary and secondary choices for the entrance university and select their mobility preferences based on the programme information from the website and specialisations offered by the four partner universities.

The consortium's selection committee jointly decides on the allocation of study places and mobility tracks, considering the number of places available at the individual institutions. If there are not enough places left at their primary entrance university choice, selected applicants will be offered a place at their secondary entrance university choice, if available. These students can still have the possibility to study at their primary choice university during the mobility semester(s). Admission to the entrance university and the mobility allocation are two separate processes conducted according to the usual local procedures.



2.1 JOINTNESS AND COLLABORATIVE ELEMENTS OF THE PROGRAMME

- ✓ Joint application and selection procedure
- ✓ Joint teaching programme, which integrates diverse perspectives and expertise from partner universities in course content and discussions
 - Joint online lectures in **modules 1-4, 7**
 - Joint online MA Thesis Colloquium during **Module 11**
- ✓ Transnational learning experience facilitated by interaction with experts from each partner institution
- ✓ Physical mobility across partner universities, enhancing cultural and academic immersion.
- ✓ Virtual mobility and mutual exchange of students and staff.
- ✓ Collaboration among students across all participating universities in joint academic activities.
- ✓ Award of a joint master's degree by all four partner universities



2.2.1 Entrance university

The entrance university is where students initially enrol and begin their studies within the consortium. It serves as the primary point of contact and administration for the student.

- ✓ **Admission and selection:** Produces a ranking list of candidates following preselection and/or interviews based on admission criteria.
- ✓ **Registration and de-registration procedures.**
- ✓ **Provides ongoing support and guidance:** Offers continuous support to students throughout their studies, including academic advising and coordination.
- ✓ **Joint online courses:** Coordinates at least one joint online lecture and collaborates in the others with the other three partner universities.
- ✓ **Local courses:** Offers courses specific to the entrance university.
- ✓ **Administers local ("intermediary") grades:** Manages local grades, which are then converted into final grades according to German conversion rules by Leipzig University, the central coordinating institution (see Grading section).
- ✓ **Mobility:** Organises and arranges the physical mobility programme. Nominates students to their mobility universities and provides contact details. Conducts information sessions for outgoing mobility students to explain procedures, deadlines, and contacts, and assists students in developing their Learning Agreements. Facilitates the recognition of courses completed at the mobility university upon the student's return.
- ✓ **Recognises internships and research internships:** Acknowledges internships and research internships completed at partner institutions.
- ✓ **Master thesis:** Professors from the entrance university serve as supervisors for students' master theses and provide academic advice and support during master thesis development.



2.2.2 Coordinating university

As the central coordinating institution, Leipzig University performs the following tasks on behalf of all four partner universities:

- ✓ **Admission and selection:** Manages the application process and coordinates the selection committee to allocate study places and mobility tracks.
- ✓ **Registration and de-registration Procedures**
- ✓ **Administration of grades:** Manages all students' grades centrally, converts grades from partner universities according to Leipzig University's grading system, and calculates GPA.
- ✓ **Prepares and issues diplomas and transcripts:** Prepares and issues diplomas, Joint Transcript of Records, and Joint Diploma Supplement on behalf of the consortium.
- ✓ **Coordinates the overall programme:** Harmonises administrative processes across the consortium and ensures consistent communication and coordination among partner universities.



2.2.3 Mobility university

In addition to studying at their entrance university, students are encouraged to participate in mobility programmes. The mobility university is where students temporarily study during their mobility period, providing a specific academic and cultural experience. Students choose one or more of the three remaining partner universities based on their specialisation.

Students opting for mobility in the second semester must complete Specialisation Modules 5 and 6 at their chosen mobility institution, which focus on specialised courses requiring physical presence. Similarly, students opting for mobility in the third semester must complete Specialisation Modules 8 and 9 at their chosen mobility institution. If students continue at the mobility institution in the fourth semester, they must complete Module 10 there if they choose a local specialisation course instead of an internship. For module requirements, please refer to Section 1.3 on Programme Structure and Modules.



RESPONSIBILITIES:

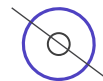
- ✓ **Student nomination and information:** Contacts nominated students and provides information on application procedures and course selection.
- ✓ **Visa assistance:** Assists students with visa applications if necessary.
- ✓ **Academic and logistical support:** Provide academic and logistical support to incoming students.
- ✓ **Approval of Learning Agreements:** Approves Learning Agreements submitted by incoming students.
- ✓ **Course offerings:** Provides updated course offerings for incoming students.
- ✓ **Course registration:** Facilitates the registration and confirmation of students' course selections.
- ✓ **Tuition fee waiver:** Waives tuition fees for mobility students, though administrative fees may still apply.
- ✓ **Course completion confirmation:** Confirm completion of courses and provide necessary documentation for course recognition.
- ✓ **Academic advising and credit integration:** Provides academic advising and ensures integration of credits into students' entrance university records.

For more mobility programme, please refer to Section 4.1 on Mobility.

2.2.4 Other partner universities

RESPONSIBILITIES:

- ✓ **Registration and de-registration:** All students in the Arqus Joint Master's Programme in European Studies are registered as students at all four partner universities. This ensures their formal enrolment across all institutions and the award of the joint diploma at the end of their studies.
- ✓ **Participate in virtual mobility:** Provide joint online lectures to the entire cohort of Arqus students as part of the virtual mobility programme.
- ✓ **Master thesis support:** Host thematic clusters and sessions for developing and discussing Master's thesis topics within online Module 11.
- ✓ **Diploma issuance:** Students will receive a joint diploma from all four partner universities, issued by Leipzig University as the central coordinating institution on behalf of all participating institutions.
- ✓ **Participate in academic programme coordination:** Engage in the overall coordination and development of the consortium's academic programmes.
- ✓ **Contribute to academic offerings:** Collaborate on joint curriculum development, research projects, and quality assurance.
- ✓ **Facilitate student and faculty exchanges:** Provide opportunities for exchanges among students and faculty members across partner universities



2.2 ASSESSMENT AND GRADING

Students are assessed based on the exam regulations of the University coordinating a Joint online lecture or offering the local course through broad range of assessments including written and oral exams, essays, oral presentations, and class participation. All students are introduced to the standards of academic writing and research during the first semester.

Students receive grades from the university where they take the respective course. **Leipzig University, which issues diplomas and transcripts on behalf of the four partner universities, converts the “intermediary” grades from Granada, Graz, and Vilnius into final grades according to its grade conversion rules. Only these final grades are relevant for GPA and are entered into transcripts.**

Students should note that “intermediary” grades are for administrative purposes only (e.g., mobility administrative requirements demand that students have grades entered in the system) and that local conversions might often result in different grades, which are not relevant for GPA.

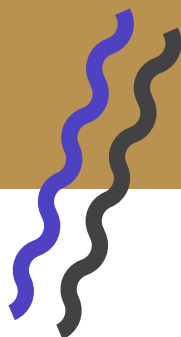
To ensure fair recognition of grades and credits, the consortium uses a common conversion table. The overall grade for the Master’s programme is calculated by Leipzig University, aligning with the German grading system. It represents the arithmetic mean of the grades of the module examinations and the master’s thesis weighted with credit points. Please see Leipzig’s University’s grade conversion table in Appendix.



arQus
European University Alliance



2.3 DEGREE AWARDING



Students graduating from the Joint Master's Programme will be awarded the degree of Master of Arts in European Studies, jointly awarded by the four participating institutions. All graduates receive a Joint Transcript of Records and a Joint Diploma Supplement. As the coordinating university, Leipzig University prepares and issues these documents. The Joint Transcript of Records includes information on all courses studied at all partner universities and records the grades and credits obtained.



03 Master's Thesis Preparation

3.1 GENERAL OVERVIEW

The master's thesis is prepared and written during the second half of the second year of study. It is the most important paper students produce during the master's programme. Students are encouraged to begin developing their thesis topics as early as possible. From the beginning of the second academic year onwards, a structured process will guide you toward defining your topic and preparing the thesis.

1. One-Pager – due by 1 September 2025

To prepare for the thesis before the intensive writing period in the fourth term, and to ensure your ideas are feasible, you are asked to submit a one-pager by 1 September 2025 outlining the theme you intend to work on (which will, of course, be further developed).

Please address the following points:

- What is the problem/question you want to investigate?
- How does this relate to the academic state of the art in European Studies? What do you build on, and which gaps do you aim to address?
- Which material/resources/data do you plan to use in order to answer your research question?

Submit this one-pager to the local academic coordinator at your entrance university. Based on your one-page sketch, your research project will be assigned to a thematic cluster for the winter term.

2. Winter Term 2025–2026: Developing an Exposé

During the winter term, three sessions of the Joint Online Course in Module 7 will be dedicated to further refining your topic and preparing the master's thesis exposé. In the first session, we will explain the process and requirements. In the subsequent two sessions, students will meet within their thematic clusters together with lecturers. The aim of these cluster sessions is to discuss methods and topics in order to prepare the thesis exposé.

3. Submission of the Exposé – 31 January 2026

In preparation for your master's thesis, you are required to write a short exposé (research proposal). Students are encouraged to identify a potential supervisor during the second or third semester and to develop the exposé in consultation with them.

The exposé serves as the first outline of your thesis and enables us to provide feedback and guidance in the early stages of your research. It must include:

- a description of the state of the art,
- an attempt to position your topic within the field of European Studies,
- a description of the material/resources you intend to use,
- a timetable,
- and a bibliography.

The length should be 5–10 pages.

Your exposé must be submitted by **31 January 2026**. It will serve as the basis for allocating supervisors and for organizing the colloquium during the fourth term (Module 11).

4. Master's Thesis Colloquium – Summer Term 2026

The jointly offered colloquium during the fourth term (Module 11) is designed to support you in developing and refining your thesis topic, structuring your research and writing process, and improving your drafts.

In most sessions, lecturers will provide comments on drafts and offer guidance. Students are also expected to read and comment on the work of their peers. This reciprocal exchange allows you to learn from the experiences of others and to support one another throughout the writing process.

The colloquium is dedicated to discussing chapter drafts of MA candidates. There will be no separate presentations. Instead, drafts (no longer than 20–25 pages) should be submitted about one week before each session, read by all participants, and jointly discussed during the meeting.

The goal is to help you further develop your writing, address open questions and challenges, and provide inspiration for the next stages of your thesis. We recommend starting with:

- state-of-the-art chapters (e.g. What have other researchers written on my topic? How do I build on these contributions? Which gap does my work address?),
- methodology chapters (e.g. What material will I use to answer my research question? How will I work with it specifically? What are the potentials and limitations of this material?),
- and then moving on to empirical chapters.

When submitting your draft, please also include:

- a short abstract of your thesis (topic, research question, material),
- a draft table of contents, and
- a brief note indicating the type of feedback you would like to receive.

Please remember: these are drafts — they do not need to be perfect at this stage.

3.2 GUIDELINES AND PROCEDURES



General Information:

- If you are unsure about specific details, please raise your questions during the colloquium.
- Ultimately, you need to agree on such details (e.g. referencing style, translations, transliterations, etc.) with your supervisor.
- Further advice can be provided by your local academic coordinator.
- Additional advice and training may be available through seminars offered by dedicated institutions at the partner universities. For this, students should consult their academic coordinator for more details.

Referencing Style:

- The style of referencing must be agreed upon with your supervisor; there is no predefined “Arqus” reference style. Both APA and footnote/endnote systems are acceptable. Most importantly, referencing must be complete and consistent: all cited works and sources must be included in the bibliography (secondary sources) and the list of sources (primary sources). A clear separation between the two is recommended.

English Language:

- All quotes must also be translated into English; the specific details can be agreed upon with your supervisor.

Submission:

- As this is a joint MA programme across different partner universities, the regulations for submission vary slightly. In order to successfully submit your MA thesis to your entrance university, you must follow the specific regulations of that university. These regulations are outlined in the table below. For further details, please consult your local academic coordinator.

Extensions:

- At some partner universities, students must apply for an extension through the examination board via the local academic coordinator of their entrance university. The application must include reasons related to the progress of your work.
- Please note:
 - Longer extensions may prolong the overall study programme and may involve additional programme costs and/or delays in the issuing of certificates.
 - In case of illness, a medical certificate must be provided. The certified period of sick leave will automatically be added to the deadline.
 - For more information, please consult your academic coordinator.

3.2 OVERVIEW OF FORMALITIES:

Formal requirements differ depending on the entrance university to which you will submit your thesis.

	U Leipzig	U Graz	U Granada	U Vilnius
Length of Master Thesis	30,000 ¹ words	30,000 ¹ words	30,000 ¹ words	30,000 ¹ words
Deadline Submission MA Thesis	1 September 2027	1 September 2027	1 September 2027	1 September 2027
Format of Submission	Electronic (pdf), no hard copies	Electronic (pdf), no hard copies	Electronic (pdf), no hard copies	Electronic (pdf), two hard copies
Oral defense	No	No	No	Yes, beginning of September
Co-supervision	Not required but second reader is mandatory	Not required	Not required but second reader is recommended	Not required
Extension	Two-week extension granted if reasons are justified. Submission by end of September necessary for graduation in term 4.	Extension possible until 31 October; graduation in semester 4 guaranteed if submitted by 31 October.	No	No
Contact of local academic coordinator	Steffi Marung marung@uni-leipzig.de	Emma Lantschner emma.lantschner@uni-graz.at	Amelia Díaz Pérez de Madrid amdiaz@ugr.es	Ieva Giedraitytė ieva.giedraityte@tspmi.vu.lt

¹ Plus/minus 10% including bibliography and list of sources

Summary of schedule:

- Submission of one-page sketch (theme, resources, state of the art): **1 September 2026**
- Three sessions in Module 7 **during the winter term 2026–27** for exposé preparation

- Submission of exposé/research proposal: **31 January 2027**
- Joint master's thesis colloquium (Module 11): **during the summer term 2027**
- Submission of master's thesis: **1 September 2027**

3.3 DIPLOMA AND GRADUATION PROCEDURE



As soon as you complete all course and thesis-related requirements, the following documents will be made available to you:

- **Graduation documents** – UniLeipzig will issue these as soon as they receive the grade for your MA thesis. You will receive a transcript, an examination certificate, and a diploma supplement. The transcript will be downloadable from the AlmaWeb system that UniLeipzig uses. Other documents can be sent to you via email. An interim graduation confirmation document (Prüfungszeugnis or Examination Certificate) can also be issued electronically while you are waiting for the official diploma.
- **Joint diploma** – The issuance of the joint diploma may take a few weeks, as it requires signatures from all four partner universities. Students will receive a hard copy of their diploma at the graduation ceremony, where the entire cohort gathers for a joint celebration. If you prefer not to attend the ceremony, you will receive your diploma as soon as it is ready, by post or another method. You do not need to travel to Leipzig to pick it up.



04 Practical Information

This chapter provides some practical information about the programme. You will get to know the virtual components as well as some insights into the organisation of the mandatory mobility which is part of the programme.

An overview of the academic calendar at the different universities is given as well as information regarding language conditions and optional language courses.



4.1 MOBILITY PROCEDURES

Entrance university:

- Your entrance university organises the mandatory mobility semester(s) during the first semester. Where possible, the Erasmus+ programme will facilitate your study abroad.
- Your entrance university will nominate you to your mobility university and provide contact details.

Mobility university:

- Your mobility university will then contact you with information about the application procedure, course selection, and visa assistance if needed.
- Joint Master students are generally considered mobility students under EU Directive 2016/801, allowing up to 360 days in another Schengen country without a separate visa. However, **it is important that you confirm** with your mobility university whether this policy applies to you and if additional registration in the host country is necessary.
- Tuition fees are waived at the mobility university, but administrative fees may apply. Check the programme website for details.

Important: adhere to deadlines and carefully read all provided information regarding mobility procedures! For questions, contact the administrative coordinator at your entrance university.



4.1 MOBILITY PROCEDURES

Learning Agreement

Students going on mobility must prepare a Learning Agreement approved and signed by their local academic coordinators.

These agreements are essential for mobility administration and funding approval. If students fail to submit these agreements (along with other required documents according to mobility procedures), they will be unable to obtain mobility funding.

For students going on mobility in the second semester:

The course lists are typically available when students are about to submit their learning agreements.

However, students still need to register and get a confirmed place in their selected courses, meaning that Learning Agreements may still need adjustments and revisions.

For students going on mobility in the third semester:

Since the final course offerings for the upcoming fall semester are typically not available when preparing Learning Agreements in spring, students should prepare their Learning Agreements by listing **only modules at their mobility university, without specifying module courses** they plan to take.

These learning agreements should be sent to the mobility university's academic coordinator for approval. Once the mobility university updates and publishes the courses for the upcoming fall semester, students can revise their study plans.

After receiving confirmation of a place in their chosen registered module courses, students can revise their Learning Agreement and submit it again to their local academic coordinator for approval.

4.1 MOBILITY PROCEDURES

For more details on Learning Agreements, please check the following information for each partner university:

UNIVERSITY OF GRANADA

Students need to fill in the **learning agreement** and note the courses which they will study during the mobility. The administrative unit in charge of the academic management of their mobility, in particular nomination and learning agreements, is the IR Section of International School for Postgraduate Studies (epinternacional@ugr.es).

LEIPZIG UNIVERSITY

Students need to register on the International Centre's website. Based on the registration, students will be guided through the entire administrative procedure of the mobility term (including Learning Agreement). For details, **please check here.**

UNIVERSITY OF GRAZ

Students need to fill the document **Vorausbescheid**, which is the substitute for the Learning Agreement.

VILNIUS UNIVERSITY

Students need to fill in the learning agreement and note the courses which they will study during the mobility.

The entrance university organises info sessions for outgoing mobility students and providing detailed mobility procedures, deadlines for submitting learning agreements, contacts at the mobility/host university's mobility administration, and other important information.

Returning Procedures

During the mobility info sessions, students will also receive the necessary preparation and information regarding their return from mobility and the subsequent procedures. Specifically, upon returning from their mobility, students should follow the procedures of their entrance university for the recognition of courses completed at their mobility institution.

4.2 INTERNSHIP

In the third semester or the fourth semester, students can complete an internship outside the universities or a research internship at one of the participating universities. The programme encourages students to explore practical research through internships. Students not doing an internship can complete an elective module for the required credits.

Students can engage in numerous research projects in European Studies at each study location or complete a self-organised internship to gain practical experience and skills.

Support, Coordination, and Recognition

From the start of the programme, students can contact local coordinators at each study location and the programme coordinator in Leipzig for information and assistance with internship. Coordinators provide details about scholarships, part-time jobs, and internships.

In addition to local support, the **Arqus Internship Mobility Guidebook** offers comprehensive information about study locations, regulations, and guidance for the internship process. The **Arqus Internship Portal** provides access to internship announcements across all Arqus university locations. Several companies, organisations, and media services related to European Studies are well represented at all study locations.



4.2 INTERNSHIP

Students should follow the internship procedures of their entrance university:

UNIVERSITY OF GRANADA

Before the internship/practical training:

- Students have to sign a Tri-party agreement between the university, student and place of an internship.
- Students have to submit an internship project with the description of the internship and the internship plan.

After the internship/practical training:

- The company/institution must confirm completion of the practical training.
- Students have to write an internship report as well as provide the feedback from the institution's head of internship.

During the internship a professor is allocated to whom all the internship related documents need to be submitted.

UNIVERSITY OF GRAZ

Before the internship/practical training:

- Students should complete pages 1 and 2 of **the form.**
- Have the chairperson of the curricular committee responsible sign the form.

After the internship/practical training:

- The company/institution must confirm completion of the practical training (page 3 or 4).
- Submit the pre-approved form (pages s1-2) along with the confirmation from the company/institution (page 3 or 4) to the chairperson of the curricular committee responsible.
- The practical training is entered and confirmed on UNIGRAZonline by the chairperson of the curricular committee responsible at the department.

For a more detailed information, see Recognition of the Practical Training.

4.2 INTERSHIP

Students should follow the internship procedures of their entrance university:

LEIPZIG UNIVERSITY

Before the internship/practical training:

- Students have to submit an internship project with the description of the internship and the internship plan.
- The academic coordinator approves the internship

After the internship/practical training:

- Students are required to produce an internship report (about 2,000 words) containing the following:
 - 1. Details of the internship (general description)**
 - ✓ where the internship took place (short presentation of the institution, department, section, etc.)
 - ✓ time / duration of the internship (the internship should last between 6-8 weeks)
 - ✓ your tasks undertaken during the internship
 - 2. Personal reflections on the internship**
 - ✓ personal gains / knowledge / experiences obtained during the internship
 - ✓ challenges faced during the internship and a reflection on how they were handled
 - ✓ relevance of the internship for your field of study as well as your future career path / plans / possibilities / prospects
- The company/institution must confirm completion of the internship

VILNIUS UNIVERSITY

Before the internship/practical training:

- Students have to sign a Tri-party agreement between the university, student and place of an internship.
- During the internship student has to prepare a description of the internship, internship plan, fill out the Report and Evaluation questionnaire on the student's internship as well as provide the feedback from the institution's head of internship.

During the internship a professor is allocated to whom all the internship related documents need to be submitted.



4.3 ACADEMIC CALENDAR

The start of the semester can vary within the Joint Master's Programme in European Studies depending on your chosen entrance and mobility universities.



Table 5. The 2025/26 Academic Calendars at Partner Universities

	SEMESTER 1		SEMESTER 2	
 GRANADA*	Winter semester 2025/2026: 01/10/2025—28/02/2026	Examination period: 12-28/02/2026	Summer semester 2026: 02/03/2026—15/07/2026	Examination period: 22/06-10/07/2026
	Start and end of classes: 06/10/2025—11/02/2026	Registration deadline: 30/09/2025	Start and end of classes: 02/03/2026—17/06/2026	Registration deadline: 31/03/2026
 GRAZ	Winter semester 2025/2026: 01/10/2025—28/02/2026	Registration deadline: mid-September	Summer semester 2026: 02/03/2026—30/09/2026	Registration deadline: mid-February
	Start and end of classes: 01/10/2025—31/01/2026		Start and end of classes: 02/03/2026—27/06/2026	
 LEIPZIG	Winter semester 2025/2026: 01/10/2025—31/03/2026	Examination period: 07-29/02/2026	Summer semester 2026: 01/04/2026—30/09/2026	Registration deadline tba.
	Start and end of classes: 13/10/2025—07/02/2026	Registration deadline: 06/10/2025	Start and end of classes: 07/04/2025—11/07/2025	
 VILNIUS	Winter semester 2025/2026: 01/09/2025—31/01/2026	Examination period: 02-26/01/2026	Summer semester 2026: 02/02/2026—30/06/2026	Examination period: 01-30/06/2026
	Start and end of classes: 01/09/2025—23/12/2025	Registration deadline: 30/09/2025	Start and end of classes: 02/02/2026—31/05/2026	Registration deadline: 31/03/2026

* Granada: For the purposes of this Master's Programme. The official academic calendar of the UGR allows for flexibility in the scheduling of master's degree courses.

Students can find more detailed academic calendars, including information on breaks and public holidays, on the universities' websites



University
of Granada

University
of Graz

Leipzig
University

Vilnius
University

4.4 PARTICIPATION COSTS

Students admitted to the master's programme are required to pay academic and administrative fees detailed in the table below. These fees vary based on students' entrance universities and must be paid for the entire programme duration. Additional administrative fees may apply during physical mobility periods at different host universities.



Table 6. Participation Costs

Entrance University	Student Nationality	Tuition Fees	Administrative Fees	Mandatory Service Fees
Granada	All	First and second semester: €410.40 ² Third and fourth semester: A 99% discount applies to all credits passed during the previous year's first-time enrolment.	Issuing official academic transcripts and transfer of academic record: €26.30	Student insurance³: €1.12/per year Student identity card and data maintenance: €5.70 Student union fee charged by Graz: €25.20/semester
Graz	Austrian/EU, EEA, Switzerland and the countries listed below in the footnote ⁴	First 4+2 semesters: None	None	Student union fee charged by Graz: €25.20/semester
	Other nationalities	€726.72/semester ⁵		
Leipzig	All	None	None	Unicard: €10.00 Semester fee: €312.30 ⁶ Student union fee charged by Graz: €25.20/semester
Vilnius	EU/EFTA Students – Free	None	None	Student identity card: €8 (not mandatory) Student union fee charged by Graz: €25.20/semester
	Non-EU/non-EFTA students	€2,303/per semester €4,606/per academic year ⁷		

*Clarifications on the following page

4.4 PARTICIPATION COSTS

Table 6. Participation Costs

² Fee calculated for first-time enrolment: Based on 30 ECTS credits per semester, with tuition fees determined by the number of credits. Currently, one ECTS credit costs €13.68. The 99% discount may also apply to credits earned in previous Bachelor's or Master's degree programmes offered by any public Andalusian university.

³ Only applicable to students who enrolled for the full 60-credit first-year master's programme at the University of Granada.

⁴ Afghanistan, Angola, Bangladesh, Benin, Bhutan, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Democratic Republic of the Congo, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea-Bissau, Haiti, Kiribati, Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen and Zambia

⁵ Students from Albania, Bosnia and Herzegovina, Kosovo, North Macedonia, Moldova, Montenegro, Serbia, Turkey, and Belarus are eligible to request a refund after successfully completing the previous semester. Currently, students from Ukraine are exempt from tuition fees. For remitting or refunding the tuition fee at the University of Graz, please look at: [Remission of tuition fees - Academic Affairs \(uni-graz.at\)](#); For the tuition fee reimbursement procedures for the students from Southeastern European countries at the University of Graz, please look at: [Students from Southeastern Europe - Academic Affairs \(uni-graz.at\)](#)

⁶ Including student body contribution, Studentenwerk Leipzig, and public transport pass "Semester Deutschlandticket". Further information available here [Universität Leipzig: Re-Enrolment and Semester Fee \(uni-leipzig.de\)](#)

⁷ EU and EFTA students can apply for one of 12 tuition waivers available.

Please note that the fee may be subject to change from January 2026 for the following academic year (2026/2027 intake onwards).

Living Costs & Conditions:

Granada: Services for International Students

Graz: Guide for International Students

Leipzig: Student Handbook

Vilnius: Living in Lithuania

Scholarship and Funding Opportunities:

Spain/Granada

Austria

Germany

Lithuania

All students, regardless of nationality, are eligible for Erasmus scholarships during their mobility period at the host university.

4.5 CONTACTS & INFORMATION



ACADEMIC COORDINATORS

Amelia Díaz
amdiaz@ugr.es

ADMINISTRATIVE COORDINATORS



Emma Lantschner
emma.lantschner@uni-graz.at
Sanja Kmezic
sanja.kmezic@uni-graz.at

Ulrike Krawagna & Anja Hoffmann
jointdegrees@uni-graz.at



Steffi Marung
marung@uni-leipzig.de

Stephan Kaschner
europastudien@uni-leipzig.de



Ieva Giedraitytė
ieva.giedraityte@tspmi.vu.lt

Vilius Mickunas
vilius.mickunas@tspmi.vu.lt

05 Appendix: Joint Grade Conversion Table

Uni Granada	Uni Graz	Uni Vilnius	→	Uni Leipzig
9.5-10	1	10		1
				1.1
				1.2
9				1.3
				1.4
				1.5
				1.6
8.5		9		1.7
				1.8
				1.9
8	2			2
				2.1
				2.2
7.5		8		2.3
				2.4
				2.5
				2.6
7		7		2.7
				2.8
				2.9
6.5	3			3
				3.1
				3.2
				3.3
				3.4
5.5		6		3.5
				3.6
				3.7
				3.8
				3.9
5	4	5		4
<5	5	<5		5



European University Alliance

UNIVERSITIES:

University of Granada, Spain

University of Graz, Austria

Leipzig University, Germany

Vilnius University, Lithuania



UNIVERSITÄT
LEIPZIG



Vilnius
universitetas