Welcome to the MEAS program! This guideline makes you familiar with the content and structure of the program and with the specific administrative terminology. In the following introduction I will sometimes refer to the module description which give you more details on the courses as well as on other guidelines which can be found on our MEAS webpage in the download section.
2. Module Structure

Most of you should be familiar with the modular structure of European study programs. For those who are not: Courses are assigned to modules, and each module can comprise one or more courses. Most of our modules contain one to two lectures.

Exams can take the form of module exams (one final exam for several lectures or one exam for one lecture if the corresponding module contains only that lecture) or of “module part exams” if each lecture under that module ends with one separate exam. In the latter case, the grade for the whole module is calculated by the average of the grades acquired for each lecture.

Please note that definite failure in one module part exam (i.e., failure upon the third attempt) means that you have failed the whole module. That is, our Examination Office, the “Philosophische Promotionskommission” (shortly “Philprom”), will not calculate an average grade if one module part exam has not been passed. For more details on the individual modules, please refer to the module description on our MEAS webpage in the download section.

3. Lectures and Courses

A. Language Courses

You should already be familiar with the general structure of our program. During the first two semesters, students undergo language training. Hereby, we provide two study paths which are tailored to meet the needs of two groups of students, namely students with a BA in Asia-related Cultural Studies and students with a BA in Social Sciences.

Beginners’ courses:

Students with a background in economics, law, political science or another social science, history or anthropology concentrate on acquiring East Asian language skills on a beginners’ level. Courses offered on a regular basis are Chinese, Japanese, Korean and Indonesian. Students with a degree in Social Sciences who already possess advanced knowledge of an Asian language may join the advanced language courses.

Advanced courses:

Students with a BA in Cultural Studies with advanced knowledge of an Asian language continue to learn the language of their choice at an advanced level. All our advanced language courses require a high proficiency in the target language. You should be able to master the following language level to actively participate in the advanced classes: Chinese HSK 4, 260 points; Japanese JLPT N3; TOPIK level 3, Indonesian 200 hours of language instruction at the university level. Students with a BA in Cultural Studies who already reached this high proficiency may choose a new Asian language within the MEAS program at the beginners’ level.

Module Structure:

Beginners’ courses: Each semester course corresponds to one module and ends with a module exam, normally a combination of written and oral exam. Beginner’s courses are more time intensive (6 - 10 hours per week, depending on the language) than courses at an advanced level, so that they earn 12 CP per semester for a completed module (see in the module description MEAS 1a, MEAS 1b).

Advanced courses: Each semester’s course (or courses, 2 – 4 hours a week, depending on the language and the specific course design) forms a module part (6CP) and ends with a module
part exam, normally a combination of written and oral exam. The winter and summer courses are combined to one complete module (12 CP). That is, you have one module stretching over one year (see in the module description MEAS 1c).

**Please note, at both beginners’ and advanced level you must have completed the winter program to be allowed to attend the summer course.**

Moreover, the majority of our language courses are not offered by the MEAS program but opened for our students by the departments for Asian languages and cultures. Those of you who have opted for Chinese, Indonesian and Korean at beginner’s level will attend the courses which the departments for Chinese Studies, Southeast Asian Studies and Korean Studies offer primarily to their own BA students. That is, most of your fellow students in these courses have just graduated from school but we have not yet heard of generation clashes between MEAS and other students. MEAS students who learn Indonesian at an advanced level attend the course provided by the MA program of the Southeast Asia department. Advanced Korean and Chinese learners join the language courses offered during the third and fourth year of their respective BA programs of the Department for Chinese Studies and Korean Studies. Finally, as far as Japanese is concerned, the MEAS program offers its own language course at the beginner and advanced level.

You will notice that the modular structure of the language programs provided by these departments sometimes differs from the MEAS modules in that, e.g., a full module according to the MEAS structure is regarded as a module part there, and vice versa. This should not be a matter of concern for you, however, as the Philprom receives your grades directly from the language instructors and adapts them to the modular structure of the MEAS program.

### B. Core Lecture

The core lectures form the backbone of the Master’s program. During the core lectures, students learn to apply concepts, theories and methods of social scientific disciplines to East Asia. They can choose two out of four lectures covering economics, law, political science and history. There will be one to two core lectures per semester, such as: Institutions and innovations by Prof. Storz; law in East Asia by Prof. Bälz; state and society in China by Prof. Holbig; and transformations in China since 1800 by Prof. Amelung. Your choice should reflect your disciplinary and regional focus within your MEAS studies.

**Module Structure:**

Students have to attend two different core lectures to complete the module (see in the module description MEAS 2). Each core lecture ends with a “module part exam” which normally takes the form of a written exam.

Please note, you don’t have to take the core lectures in two consecutive semesters but may wait until your favorite is on the schedule. We make sure that all four lectures are offered within your 4 semesters of study. Our current schedule reads:

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Please pay attention to potential changes in this schedule due to the periodic research leave of respective professors.

C. Electives

During the entire MEAS Program, students have the choice between various elective courses on special problems and phenomena encountered in East Asian countries. This broad variety regarding topics, disciplines and regional perspectives is made possible through cooperation with the departments for Asian languages and cultures, and the faculties of law, economics, and political sciences. Thus, you do not only find electives specially offered for MEAS students but also those opened to MEAS students (these are the so-called “import modules”). Here you will meet and mingle with students from the respective departments and faculties. The variety of electives allows you to specialize in a certain area of interest and to build up your study profile reflected in the choice of core lectures.

Depending on your study background you will visit one to two elective modules in the first year. In comparison to students with a BA in Social Sciences, those with a BA in Cultural Sciences spend less hours in language courses and will visit two more elective seminars. Some electives are organized as “block seminars”, others are held as regular weekly seminars (normally 2 hours per week). Students can substitute electives for participation in a Summer School offered either by Goethe University Frankfurt or of one of the various partner institutions of the program.

Module Structure:

Each elective seminar earns you another 6 CP, while the elective module comprises of two seminars. The main form of examination in the electives part of the program is term papers, and each paper forms a “module part exam”. Students choosing the Research Track in the third semester will additionally attend an elective module (see in the module description MEAS 4a, MEAS 4b).

D. Research Skills

The Research Skills module aims to prepare students for the Master’s thesis. It contains the Young Scholars Forum and Skills & Competences seminars which teach how to do research and what is important in academic work.

Young Scholar Forum

This is a paper reading colloquium which focuses on current research regarding economic, legal and socio-scientific developments in Asia. Through interdisciplinary group work students reflect research trends and paradigms, research methods and theories.

Skills & Competences

These seminars provide students with the opportunity to deepen their skills in a particular area of interest by attending advanced courses on quantitative or qualitative methods used in social sciences. It also includes courses on academic writing and the academic specifics of East Asian languages.

Module Structure

Attending the Young Scholars Forum will gain you 4 CP, while the Skills & Competences seminar will be completed with 6 CP and a module exam, i.e. a seminar paper. Please note, that the Young Scholars Forum is only offered during the winter semester. Students choosing the
4. Specialization Modules and Study Tracks

In the third semester, the program gives the opportunity to further specialize in one of three different tracks. Please note: They require students to plan ahead as early as possible and the latest in the second semester.

**Professional Track**

Students reflect and extend their academic knowhow in an Asia related professional environment via internship. The internship should take place in NGOS, international organizations or private companies etc. related to Japan, China, Korea or Indonesia. All in all, it has to cover 20 weeks of full time work but can be divided into several shorter or half-time internships. These can take place during the semester or the semester break (see in the module description MEAS 5).

The internship module is completed with a comprehensive internship report and an internship colloquium. The former refers to the professional content of the internship, practical merits and the relation to academic knowledge and education. This internship report has to be submitted to the MEAS coordinator and to be presented at the Internship Colloquium. The colloquium will take place after all internships are completed and scheduled accordingly.

Students will secure an internship by themselves. Respective information is provided by the International Office, the Career Service Centre of the Goethe University and the respective departments participating in the MEAS program. Before starting the internship, students should inform the MEAS coordinator and make sure the respective internship can be accepted within the program. Afterwards, they submit a certificate of the internship institution confirming its content and working hours.

**Language Track**

Students refine their language abilities in the respective East Asian country and enhance their communicative skills for a later career and research activities. According to their language focus in the MEAS program, they enroll in a university in China (mainland China, Taiwan, Hong Kong or Macao), Japan, South Korea or Indonesia. Beginners and advanced students will attend different courses and in accordance with their respective language level. The module Language Study in Asia is then completed with a standardized language test in the chosen language:

Students of the MEAS language courses for beginners have to pass either HSK 4, JLPT N4, TOPIK 2 or Indonesian at level B1 (GER). Students of the MEAS advanced language classes have to pass either HSK 5 with at least 260 points, JLPT N2 or Indonesian at level B2 (GER). HSK, JLPT and TOPIK are standardized examinations which are carried out at fixed dates in many cities of the respective destination country as well as in Germany. Thus, if you fail the exam during your semester abroad you can still repeat it later in Frankfurt (see in the module description MEAS 6).

Students will organize their stay abroad themselves. Respective information is provided by the International Office and the respective departments participating in the MEAS program. Before going abroad, students should inform the MEAS coordinator and make sure the respective language courses can be accepted for the module.
Research Track

Students choosing the research track concentrate on analyzing and conducting empirical research. This specialization requires them to additionally visit seminars within the Elective and Research Skills modules. Moreover, special about the Research track is the Research Training module. It consists of two parts:

In “Scientific Lectures” (see in the module description MEAS 7.1), students gain insights into the newest research topics in East Asia related fields. They will attend conferences, workshops and/or talks at the Interdisciplinary Centre of East Asian Studies (IZO) but can also participate in similar academic events outside of Frankfurt. You can choose freely but your presence has to be confirmed by a university professor – by signature on the “Scientific Lecture” form (see our MEAS website, download section). Moreover, you have to submit a short report to the MEAS coordinator to reflect the content. All in all, the module is completed by attending 8 lectures which can be attended in all semesters.

Additionally, students are introduced to independent research by means of their own “Empirical Project” (see in the module description MEAS 7.2). Here, you can dig in a self-selected social science subject, can apply learned methods, theories, concepts and work techniques. Talk to one of the MEAS professors to make sure your project makes sense and is feasible. As a result, you may either write down a proper research proposal, with a detailed research design. Or if you are able to conduct the research in the given time, you may also write down a research report including your analysis and findings. Please note: The topic of this project cannot be identical to the master thesis. However, the master thesis may build on the empirical project and continue the work previously done.

Studying Abroad

It is also possible to combine these tracks with studying one more semester abroad without extending the overall study phase of 4 semesters. For example: In the second semester, students could take the required language courses and up to three Elective seminars at a university in East Asia. For the third semester they then return to Goethe University to concentrate on the Research Track. For more information, see study schedule 3a (below). Please note that this schedule requires students’ early planning, preferably during the application phase.
5. Registration for Courses and Exams

Registration for course attendance

We do not have a uniform regulation of course attendance registration. Some lecturers require registration via Email or LSF (a computer platform), others just wait and see how many students will show up to attend their first lecture. Our QIS server that you can use after you have received your university account by the Student Service Center lists all lectures that will be offered during the winter semester. You can find individual lectures easily by entering the name of the respective lecturer at “search for persons”. Under “courses”, you find a list of lectures offered by that particular lecturer during the semester, and if you click on the corresponding lecture, you can find out whether he/she requires attendance registration, with the corresponding instructions. Since some of this information is in German, Ms. Kiradjieva will send you all necessary information on the semester’s schedule and registration requirements via email.

Registration for exams

**Step one: Register at the Examination Office**

All exams in the MEAS program are calculated in the final grade, they are all part of your Master’s exam. Therefore, you have to first register at the Examination Office, which means opening something like an “examination account” where all your following exams can be duly recorded. To get registered, you have to fill out the following form and send it to Ms. Marx of the examination office (Marx@em.uni-frankfurt.de):

file:///C:/Users/Flock/AppData/Local/Temp/master_pruefung_meas_english-2.pdf (in the “Download” folder you find the “Application For Master’s Exam Admission” form).

Please note that you can only register for single exams (see below) **after** you applied for admission to the Master’s Exam. Our colleagues from the Philprom would also appreciate it very much if you register at the end of November, and not in the very last minute.

**Step two: Register for individual exams**

Registration for exams is regulated. In most cases, you have to register via QIS/LSF. For the details, please see the PhilProm’s webpage [http://www.philprom.de/faecher/modern-east-asia-studies-meas-master/](http://www.philprom.de/faecher/modern-east-asia-studies-meas-master/) and click “Information on registering Exams via QIS/LSF”.

In general, after you have registered for an exam, you have until one week before the deadline to rethink your decision and, if you change your mind, to withdraw your registration. Please note that once you are finally registered (i.e. after the expiration of the deadline for withdrawal) you have to participate in the exam – absence during the exam or non-submission of the term paper will earn you the grade “failed”.

6. Taking Courses outside of the MEAS Curriculum

Generally, it is possible to take courses outside of the MEAS curriculum – at the cooperating faculties or similar study programs at other universities. However, they have to be equal to the courses offered in the MEAS program regarding content and workload. The module supervisor decides whether that is the case. You find the person in charge in the module description.

When asking for recognition of a course, please provide the following information to the module supervisor via email:

- course title;
- professor, faculty and university offering the course;
- course date and time (including semester, hours per week);
- course description, topic schedule, literature list;
- course requirements (presentation, seminar paper etc.);
- fulfilled course requirements i.e. the PPT, the term paper as documents.

Please note:

- In case of Electives: You may choose a seminar concentrating on a social scientific topic without focus on East Asia. However, in that case, the seminar paper has to be about an East Asian region or country.
- When visiting a seminar outside the MEAS curriculum, we strongly recommend to contact the module supervisor first and ask whether the recognition of this course is possible.
- While all our professors are proficient in at least one Asian language, we recommend to give all information in English.
- Courses can never be counted double – within the MEAS and in another study program of yours at the same time.

7. FAQ

The program offers more courses than I need to complete the Elective or Research Skills modules. Can I take more exams than designed within the study schedule and assign afterwards only those to the respective modules in which I have acquired the best grades?

That is not possible, the first completed seminars count.

What happens if I become sick and cannot take part in an exam / submit my paper in time?

According to our study rules, proof of illness must be furnished immediately to the lecturer and/or the examination office (at latest three working days after absence/failure to submit the term paper).

What happens if I am absent during the first exam or if I do not submit my term paper upon expiration of the first deadline without valid excuse?

The exam or term paper will be graded as “failed” and you have a second chance to participate in the repeat exam or to submit your paper upon expiration of the second deadline. Such “failed” grades will not negatively impact on your final grade because only the grades of the passed exams will be counted. The “failed” marks will, however, appear in your final transcripts. Most universities in Germany proceed this way. That is, potential employers should be able to interpret your transcripts correctly.
How many times am I allowed to repeat an exam?

Please note: Some seminars and language courses are offered by cooperating departments and opened to MEAS students. In that case, the examinations are processed according to the study regulations of the respective department or study program (for example MA Sinology, MA Political Sciences etc.).

Regarding courses offered by the MEAS study program only, you have a total of three attempts to pass a module (part) exam. However, you have only two attempts per semester as the individual seminars usually offer a first and a second deadline to submit your work. If you fail the first repeat exam, you either have to wait until the same lecture is offered again in another semester (that applies to the Core lecture, language courses, some Skills & Competences seminars). Or you attend another seminar which can be assigned to the same module, and take the exam there (this is possible with regard to some Skills & Competences seminars, Electives, YSF).

What happens if I fail upon third attempt?

That would be the worst case, as the whole corresponding module would be regarded as “failed” and you would have to leave the MEAS program. Please try to avoid this situation.