



Federation for **ED**ucation in **EU**rope
Federation Européenne Des Ecoles

EUROPEAN MASTER

European Masters (ME)
Level +5

- 8010** Specific Examination regulations
European Masters (ME)
- 8020** General Architecture of European Masters
- 8030** References by Education Units

8010.01 Title I: General Provisions

Art. 1 – The EUROPEAN MASTER is a diploma issued by the Federation of EDucation in Europe / Fédération Européenne Des Ecoles.

It certifies that the holders have acquired a professional qualification and are able to hold an employment position of manager and future senior management in trade-and-industry, in service activities or those relevant to applied arts, capable of modifying their knowledge and their capabilities throughout their professional career and to enhance and validate their skills and knowledge.

They are particularly prepared to hold positions of direction in small and large organizations.

Art. 2 – The Federation of EDucation in Europe creates the European Master (ME) specialties. For each specialty, the commission establishes the specific regulations, which carry the training reference as well as the particular examination reference that sets the specific conditions for the issuance of the diploma.

Art. 3 – The specific regulations for the FEDE examination determines the level of requirements necessary to obtain a diploma.

The training reference is organized in constitutive education units with a coherent whole in regards to the final diploma, capacities, know-how, skills and knowledge.

Certain education units are common to several diplomas. The training reference may carry education units in which the option is facultative.

The reference may also offer a choice of options between education units of equal importance.

It indicates the duration of the study cycle or advised training for the preparation.

8010.02 Title II: Means of preparation

Art. 4 – EUROPEAN MASTERS are prepared:

- in full or part time initial training in a Federation of Education in Europe member school or one having observer status,
- by continuing vocational training in a FEDE member school or one having observer status.

Art. 5 - Admission in a preparatory section for the European Masters is organized under the sole responsibility of the directors of the establishment.

Art. 6 – The training provided for the preparation of a European Master is organized into a cycle of study of 2 years consisting of four semesters.

Art. 7 – Registration for an M.E. examination in initial or by continuing vocational training is open to all candidates who:

Hold a Diplôme Européen d'Etudes Supérieures (DEES) in the specialty,

Hold a: Bacharel – Bachelor – Staatsprüfung – Diploma Universitario-Licenciado – Doctorandus diploma,

Hold a diploma or certificate issued from a school or university situated in the European Union territory, the European Free Trade Association (EFTA) or the CEE countries, equivalent to obtaining at least 180 credits according to the European Credit Transfer System (ECTS),

Hold a diploma or certificate issued from a school or university situated outside of the European Union territory, the EFTA or the CEE countries, equivalent to obtaining at least 180 credits according to the European Credit Transfer System (ECTS)

Art. 7a – The equivalences given to non-European diplomas are the responsibility of the Director of the FEDE member establishment.

8010.03 Title III: Conditions of issuance

Art. 8 – A European Masters is issued in view of results obtained on an examination certifying that the candidate has acquired the abilities, skills, knowledge and know-how constituting the education units set by the training reference of each specialty diploma.

All candidates submit all or part of the credit units chosen among those offered by the examination reference.

Art. 9 – The examination leading to the issuance of a diploma may take two forms:

- A global form in which the candidate submits the all the constitutive education units from one year of study during the same session, two years in a row.
- A progressive form, in which the candidate takes the examination by education units. In this case, he/she chooses to submit only certain constitutive education units for a diploma during one same session. The particular examination reference for the diploma may require a specific order of submission of education units obtained.

Art. 10 – The examination consists of oral and/or mandatory written exams organized at the end of each semester. Each education unit is comprised of a certain number of credits.

The credits represent the volume of work that the student was supposed to complete in order to take the examination. They express the quantity of work that each education credit required in relation to the overall volume of work necessary to complete one entire year of study in the establishment, i.e. required classes, practical work, seminars, internships, research, field surveys, personal work as well as examinations.

In this framework the credits represent the volume of work in one year of study. Granting of credits is associated with the grades A, B, C, D, E, combined with the adequate key words (excellent, very good, good, satisfactory, passing) and the numeric definition representing the percentage of registered candidates.

| ECTS MARKS | Admitted student grades with the distinction ECTS* must obtain the grade of | Definition |
|------------|---|---|
| A | 10 | EXCELLENT: remarkable results, with only minor shortcomings |
| B | 25 | VERY GOOD: Higher than average results despite a certain number of shortcomings |

| ECTS MARKS | Admitted student grades with the distinction ECTS* must obtain the grade of | Definition |
|------------|---|--|
| C | 30 | GOOD: good work generally despite a certain number of notable shortcomings |
| D | 25 | SATISFACTORY: honest work but with significant deficiencies |
| E | 10 | PASSING: satisfactory results with minimum criteria |
| FX | | UNSATISFACTORY: additional work is necessary to grant credit |
| F | | UNSATISFACTORY: considerable additional work is necessary |

* See definition chapter 90 -Definitions

This information appears on the transcript.

The credits are valid for 5 years from the date of acquisition.

A certificate of success valid for said duration may be issued.

Art. 11 – To take the examination each candidate must without fail:

- Show a diploma or degree to justify and allow their initial registration.
- Have followed a full or part time initial or continuing vocational training in preparation for the diploma in a FEDE member institution or one having an observer status.
- Be registered with the aim of obtaining a diploma or certain education units.
- Have paid all required fees at the time of registration.

Art. 12 – In the conditions set by the European Board of Examinations all candidates holding certain titles or diplomas, in the same specialty as the prepared FEDE diploma, may be exempted from obtaining one or more education units of the European Master. An exemption from an exam attributes a grade of 10/20 to the credit units concerned.

Art. 13 – To validate professional achievements, candidates justifying a certain professional experience may be exempted from obtaining one or more constitutive credit units for the European Master. Requests are to be addressed to the European Board of Examinations at the start of the training by certified letter with acknowledgment.

The European Board of Examinations will make a decision within one month.

Art. 14 – Exemptions and equivalences awarded by articles 12 and 13 here above may not be more than 50% of the total credit units for the European Master concerned, nor be used for the Education units necessary for his/her professional defense thesis.

All candidates who are entering directly to the 2nd year of the MASTER by equivalence with an outside diploma take the UC A4/5 Exam.

Art. 15 – Conforming to article 36 of the General Regulations for FEDE Diplomas, the diploma issued to candidates whose examination results fulfill the three following requirements:

- Having a grade point average equal or higher than 10/20,
- Having obtained a grade higher than 6/20 for each constitutive education unit for the diploma.
- Having obtained a grade higher than 0/20 for each credit unit.

Certain credits may not be obtained.

For grades on elective exams, the points higher than 10/20, multiplied by the attributed coefficient for the elective exam is added to the total points.

The combination of grades and credits make up the qualitative and quantitative statement of work completed by the student and figures on the diploma supplement.

A diploma supplement is given to the candidate.

When deferred candidates retake the exam in an attempt to obtain the diploma are considered as presenting all the credit units not received. The calculation of the grade point average is based on the grades conserved and the grades obtained from the credits newly incurred.

Art. 16 – When a candidate is declared absent for an examination, the diploma cannot be issued.

However, the absence of a candidate for an examination in the case of force majeure duly recognized is sanctioned by a grade of zero.

Art. 17 – The benchmark reference for each European Master sets the list, nature, coefficient, number of sanctioned credits, and acquisition of credit units and length of the one-off examinations.

Art. 18 - The credit unit final results come from the deliberation of the Jury of Diplomas, sovereign in the decisions taken conforming to the General Regulations of FEDE Diplomas.

8010.04 Title II: Organization of Examinations

Art. 19 – At least one session of each examination is organized each academic or university year in each of the European regions. One session per semester is recommended.

Art. 20 – At each session, the candidates can only register with the aim of obtaining one European Master (M.E.) specialty.

Art. 21 – The subjects of the examinations are chosen by the Commission of subject choices uniting under the presidency of the Director of the European Board of Examinations.

Art. 22 – Issuance of the European Master results from the deliberation of the Jury of Diplomas, constituted according to article 32 of the General Regulations of FEDE Diplomas.

Art. 23 – The President of the FEDE issues M.E. diplomas, by proposal from the Jury of Diplomas.

Art. 24 – A candidate having failed a FEDE examination has the right to retake the exam as an independent candidate.

Art. 25 – Exclusively for the Culture and European Citizenship examination (UC A4/5) and the written professional techniques, the use of a bilingual dictionary « Language of the examination/Native language of the candidate” is authorized. This bilingual dictionary must be in paper format, in one volume and completely free of any notation. Therefore all other supports are forbidden, cellular mobile phone, electronic translators, etc. This list is not exhaustive. Only linguistic dictionaries are authorized. Therefore thematic dictionaries and dictionaries giving a precise definition of translated terms are forbidden.

Art. 26 – A candidate encountering difficulties taking the examination in which he/she is registered for medical reasons, may request special conditions for taking the exams.

The request must be made to the European Board of Examinations by certified letter with acknowledgement at least one month before the start of said examination and must without exception be attested by a medical certificate.

The requests will be studied individually by the European Board of Examinations which will define, for each case, the type of conditions granted (enlargement of the exam subjects, extra time...).

The Board of Examinations validates the implementation of special conditions granted to certain candidates.

The decision taken by the European Board of Examinations is final and without appeal.

8010.05 Title 5: Transitory provisions

Art. 27 – The dispositions of this present decision apply to the all of the specialties of the European Master as of the 17 October 2015.

Art.28 – The deferred candidates or those in training corresponding to the specialties will take the examination conforming to the dispositions in this present decision of the 2016 session.

Art. 29 – The Director of the European Board of Examinations is in charge of the execution of the present decision.