



Master of  
**International Human Rights  
and Humanitarian Law**

**European University Viadrina Frankfurt (Oder)**

**Faculty of Law**

**Master Program on International Human Rights and  
Humanitarian Law (LL. M)**

# **ADMISSION GUIDELINE**

<b>Background</b>	<b>3</b>
<b>1. LL.M., diploma and certificate study.....</b>	<b>4</b>
<b>2. Types of studies (full- and part time) .....</b>	<b>4</b>
<b>3. Curriculum, internship and master thesis .....</b>	<b>5</b>
<b>4. Tuition, enrolment, semester ticket fee and scholarships .....</b>	<b>6</b>
<b>5. Admission Requirements.....</b>	<b>7</b>
<b>6. Acceptance Letter and official invitation .....</b>	<b>9</b>
<b>7. Dormitory and living accommodations .....</b>	<b>9</b>
<b>8. Contact information.....</b>	<b>9</b>

---

## BACKGROUND

This master's program covers and offers an advanced study of the international normative and institutional mechanisms in the protection of fundamental human rights. The curriculum integrates general human rights protection in times of peace and war with the special protection of basic rights in situations of armed conflict (under international humanitarian law). Such an approach is especially important as the boundary between war and peace has increasingly proven to be, of mere illusive and practically undemarcatable.

Such a trend of intermingling evolvement is the result of many different circumstances that are becoming typical reflexes of the recent-past developments in international law: the rise of terrorism, the diversity in its cause and nature and wide scope of possible reactions to it; the often-unclear boundary between situations of civil war, external aggression, guerrilla movements and even domestic policing; the reliance on both legitimate and legal (Security Council-sanctioned) and unofficial (sometimes invited) peace-keeping forces in a broad range of conflict situations. Confusion in drawing a clear line may even emerge from humanitarian military intervention in the name of the defense of human rights itself. Responses to various forms of civil unrest (often itself provoked by alleged breaches of human rights) or states of emergency (whether of political or natural origin) including, for example, the establishment of a state of martial law, or merely reliance upon domestic or even foreign military forces to assert control or provide assistance expands the range of situations which are difficult to characterize. Beyond this, national intelligence services may conduct operations (whether at home or abroad) with (quasi-) military character but which formally, not invoke the regulatory framework of humanitarian law. Reliance on mercenary forces and other forms of military outsourcing in diverse contexts of belligerency expands this list even further.

The teaching facility for the program consists of highly qualified human rights professors and experts from many different countries and with diversified academic backgrounds.

This advanced masters' degree provides a full-fledged and comprehensive foundation for a career in the field of human rights, whether in international organizations at a universal and regional level, or in national governmental institutions or non-governmental organizations (NGOs).

The Master's course contains a significant practical component aimed at providing a bridge between the academic and theoretical study of human rights and the practice of the profession in the field activity, thus allowing flexible and wide career choice. The internationally qualified composition and experience of the teaching staff and their contacts to many international institutions offers a secure base for diverse human rights internship and career opportunities.

---

## 1. LL.M DEGREE, DIPLOMA AND CERTIFICATE STUDY

The IHL program allows for the possibility of three degree types: the first being an **LL.M. program (90 ECTS)** which can be done in both a full time or part fashion; a **Diploma program (60 ECTS)** which will follow the same courses but will be shorter without the need to complete a thesis or an internship; and the last would be **certificate program (30 ECTS)** which will allow for even shorter circulation but still with the ability to specialize in a specific area.

In other cases, the demands of professional and personal life may allow a student to afford only shorter periods of study for obtaining a postgraduate qualification. For all these reasons, our postgraduate program also includes the possibility of the award of either a Diploma (two semesters) or Certificate (one semester) in International Human Rights and Humanitarian Law based on shorter periods of coursework study.

The Diploma can be awarded after successfully undertaking coursework equivalent to 60 ECTS, whereas the Certificate can be granted for a student who completes coursework equivalent to 30 ECTS.

---

## 2. TYPES OF STUDY (FULL- AND PART-TIME)

### 2.1. FULL-TIME STUDY LL.M., DIPLOMA, CERTIFICATE

---

Full-time students will be expected to take part in lectures in Frankfurt Oder

- **October** and **November** in the winter semester, and
- **April** and **May** in the summer semester

Classes start **in the second week of October** (winter semester) and **in the second week of April** (summer semester).

*A student may switch from full time to part time, but only once. A formal application to this effect has to be submitted by the latest one month before the beginning of the second semester!*

*Please be informed that the Academic Board of the program might change the duration of the presence time from two months to three months. You might be requested to take part in the lectures from October to December in the Winter semester and April to June in the Summer semester. This change will be announced as soon as a decision is made by the Academic Board!*

### 2.2. PART-TIME STUDY

---

Part-time students will be expected to take part in lectures in Frankfurt Oder either in

- **October** *or* **November** lectures during the winter semester, and
- **April** *or* **May** for the summer semester.

A part-time student can only take four (4) courses (2 modules) per semester. The total amount of presence time on campus is up to three to four weeks every semester (the semester lasts six months). Between the semesters, students are not required to be present on the campus.

Part-time students shall attend classes together with full-time students. There are no different courses or timetables for part-time students. Part-time students will have six semesters (3 years) to accomplish their study. Sixteen (16) courses should be taken within four semesters. Those who are in the LL.M. program, semester 5, and semester six will be devoted for the internship and master thesis component. Provided

that the request is substantiated with justifiable reasons, the student may apply for an extension of the study period.

*A student may switch from part time to full time only once. A formal application to this effect has to be submitted by the latest one month before the beginning of the second semester*

---

### 3. CURRICULUM, INTERNSHIP AND MASTER THESIS

Courses consist of both face-to-face and distance-learning elements. Lectures and seminars which require personal attendance of the student take place at the University in Frankfurt (Oder). Students are expected to prepare intensively for the lectures and seminars and carry out follow-up work through distance learning or library activity to consolidate the materials covered during face-to-face teaching. The distance-learning elements are presented via an internet platform providing for an interactive study.

#### 3.1. COURSES OFFERED BY THE MASTER'S PROGRAM:

---

##### Winter Semester Courses

- Introduction to the International human rights law
- Introduction to the International humanitarian law
- Civil and political rights
- Economic, social and cultural rights
- Prohibition of discrimination
- Conflict prevention/management
- Current issues of the law of armed conflict

##### Summer Semester courses

- Women's and children's rights
- Rights of minorities and indigenous peoples
- Refugees, internally displaced persons
- Migration law
- Individual (criminal) responsibility
- State responsibility
- Justice and (criminal) penalties and enforcement
- Democracy, the rule of law and administration

##### Workshops and additional courses

- Introduction to public international law
- Research methods and training
- Legal writing and legal analysis
- Exam and essay preparation

#### 3.2. ON- CAMPUS ATTENDANCE AND TIMETABLE

---

As mentioned before the program does not require a full-time presence on campus.

Full-time students are requested to attend courses in **April and May** in Summer Semester and **October and November** in the Winter Semester. Courses will be conducted from **Monday to Friday** from **09:00 to 16:00**. Students are provided **ten days** between courses to prepare for closed-book exams.

Part-time students are requested to attend courses either in **April** or **May** in the Summer Semester and or depending on if the student is attending the LL.M., Diploma or Certificate program, **October** and or **November** in the winter semester.

### ***Online and Written Assignments***

Eight courses will have online closed- and open-book exams, which lasts **2 hours**, and eight courses will have written assignments (essays). Essay, for the most part, should not be less than **2500 words** and not exceed **2750 words the only exception to this rule would be for the essay on civil and political rights which would require a minimum of 5000 and a maximum of 5500.**

### **3.3. STUDY TRIPS**

---

Master's Program students have the opportunity to join per semester a 2-3-day study trip. Where they would be able to visit intergovernmental and international organizations in the Haag, Strasbourg, and Geneva. Depending in the city, we will make visits to the International Criminal Court, the European Court of Human Rights, or the United Nations.

### **3.4. INTERNSHIP AND MASTER THESIS**

---

#### ***Internship/Accreditation of experience***

Students enrolled in the Master's program should complete 3 months of practical training and experience by working as interns either in international or local organizations established and actively involved in missions relevant to the subject matter. Hence, the student needs to conduct his/her internship in institutions which are active in the field covered by the Master's program or with direct relation to it. The student is expected to organize her/his internships. To this end, the Master's Office would also provide the necessary assistance.

If you have extensive practical experience on human rights and humanitarian law or legal experience, you may be accredited your experience instead of undertaking an internship in the frame of the study. This should be discussed with the Master's Office.

#### ***Masters Thesis***

As a requirement of the successful accomplishment of the LL.M. program, the student has to write a thesis on a topic formally approved. The thesis has to be supervised by one or more supervisors assigned upon approval by the Examination Board. Master thesis should not exceed **22.000 words**. No oral defense is required.

---

## **4. TUITION, ENROLMENT, SEMESTER TICKET FEE AND SCHOLARSHIP**

The Master's Program is subject to a tuition fee. The fee for the LL.M program is **€ 5.350** (both for the full- time and part-time study). This cost covers the entire program. *Enrolment fee should be paid separately every semester (Summer semester starts in April and end in September; Winter semester starts in October and ends in March).*

The tuition fees for the Diploma and Certificate Programs are **€ 4.980** and **€ 2.490** respectively.

#### **The full amount of the tuition fee must be paid before the beginning of the study.**

The tuition fees stipulated in paragraphs one and two do not include the university administration fee and the semester ticket fees. Hence, students are required to make the payment for these services separately, the amount of which should be transferred one month before the beginning of the semester. The current university

enrolment and semester ticket fees can be found here <https://www.europa-uni.de/de/studium/informationen/semesterbeitrag.html>

### Return Policy

A paid tuition fee shall be refunded to a student whose application for Visa is formally rejected by the German Embassy. In this case, the student must send the rejection announcement letter and full bank details to the IHL Office with a formal request for refunds of the money. The final decision in regards to the refund will be taken by the concerned financial and administrative bodies of the University.

Scholarships, stipends, or other forms of financial assistance may be available from external sources. Applicants in financial need are therefore strongly advised to make their efforts and inquiries (especially with relevant public institutions, NGOs, foundations, and large private institutions, both here in Germany and their own country).

Below is the non-exhaustive list of German Foundations that offer scholarship:

**DAAD, KAAD, Heinrich Böll, Friedrich Ebert, Konrad Adenauer, Rosa Luxembourg Foundation**

**Here is a link to scholarship information offered by the University** <https://www.europa-uni.de/en/internationales/Students/Incomings/Costs-and-Financing/stip/index.html>

---

## 5. ADMISSION REQUIREMENTS

### 5.1. ONLINE APPLICATION

---

The program holds the application process twice a year; that is for the Summer semester and Winter Semester.

The application deadline for:

- The application for admission in the Winter Semester runs until the **15<sup>th</sup> of July** (for non-visa holders) and the **15<sup>th</sup> of August** (for visa holders).
- The applications for admission in the Summer Semester runs until the **15<sup>th</sup> of January** (for non-visa holders) and **15<sup>th</sup> of February** (for visa holders).

***The program does not accept applications other than those submitted online. Hence, only online applications are deemed as formally submitted.***

#### **Documents to be Uploaded**

Applicants are requested to upload:

- The applicant's scanned copies of all diplomas and transcripts.
- CV
- English language proficiency statement – TOEFL, IELTS or any other test scores, or a letter of statement from University confirming the applicant's undergraduate study was instructed in English.
- Photo which will be used for student's ID upon admission.

If the applicants already have a Master's Degree, both the Bachelor and Master degree diplomas as to be compiled in one PDF file and uploaded under the Diploma Section of the online application platform.

\* Please note that if you do not meet the 210 ECTS points required for obtaining entrance to the LL.M program you can take an oral exam as a part of your application process. If successfully passed you would earn 30 ECTS points to be counted for your necessary, the total for entry to the program.

***All submitted documents in the language other than English should be translated into English and need to be certified.***

## 5.2. UNIVERSITY DEGREE IN LAW OR AN EQUIVALENT QUALIFICATION

---

A university degree in law or equivalent qualification is required. Equivalent is university degrees in any field with legal reference, e.g., international relations, political science, social science, and European studies.

Applicants who are not certain of, whether their degree meets the requirement of equivalency to a law degree or not, may send a copy of their transcript to [app-master-ihl@europa-uni.de](mailto:app-master-ihl@europa-uni.de) and request for affirmation before submitting their formal application for admission to the program.

## 5.3. ENGLISH LANGUAGE PROFICIENCY

---

Prospective students should have adequate aptitude in English, both spoken and written, to be able to read academic literature, write academic papers, and engage competently in academic discourse; this can be satisfied by:

- a test result of at least 78 in TOEFL IBT, 210 in TOEFL CBT, 547 TOEFL paper, grade B in the Cambridge Advanced Certificate or IELTS grade of at least 6; or
- school education in English of at least four years' duration; or
- equivalent proof, e.g, residence in an English-speaking foreign country for a sufficient period; or
- clear evidence of being a native English speaker.

For further details about the required statement in proof of English as the media of instruction during your bachelor study, see infra Section 7 of this guideline.

***German language proficiency is not required to take part in the program.***

## 5.4. PROFESSIONAL EXPERIENCE

---

Applicants shall have professional experience of at least 12 months (twelve months) at the time of submitting her/his application. The fulfillment of such a requirement must be demonstrated by submitting an appropriate certificate or other confirmation issued by the respective employer or organization. Volunteer work may also be considered and accepted as a professional experience provided that a confirmation to such exposure is formally substantiated.

Depending on the circumstances of each case, the requirement for the 12-months professional experience may be exempted by the Admission Board.

## 5.5. MOTIVATION LETTER

---

Applicants shall submit a motivation letter composed of 500 -750 words justifying her/his application for admission.

## 5.6. RECOMMENDATION LETTERS

---

Student's application for admission shall be supported by two independent referees from different institutions or organizations. Each of the referees shall directly upload recommendation letters. To this effect, their email addresses shall be inserted in the student's online application, based on which they shall receive a link to upload the recommendation letter. In case, the referees are unable to upload the reference letters through the link; they may send it to [app-master-ihl@europa-uni.de](mailto:app-master-ihl@europa-uni.de)

An applicant who intends to change her/his referee may send an email request to this effect to [app-master-ihl@europa-uni.de](mailto:app-master-ihl@europa-uni.de)

---

## 6. ACCEPTANCE LETTER AND OFFICIAL INVITATION

The Admission Board meets twice a month. Once the Admission Board decides on each case, the applicant receives either a letter of acceptance or rejection. If the applicant is admitted to the program, she/he receives, alongside the acceptance letter, updated and detailed information about the tuition fee and the payment mechanisms. The applicant has to confirm the receipt of the acceptance letter.

The acceptance letter does not serve to obtain a visa. Visa can only be processed only after receiving a letter of confirmation of the payment from the financial department of the University and a letter of the official invitation, which should be submitted to the German Embassy to obtain a visa.

---

## 7. DORMITORY AND LIVING ACCOMMODATIONS

You can request a room in the dormitory from Studentenwerk they are the body in charge of all student accommodations in the university. Here is a link <http://www.studentenwerk-frankfurt.de/2011/index.php?lg=en&rt=Alle&ct=Start&sct=Home&city=&style=&city=Frankfurt>

If you are wanting to make other arrangements like getting a shared flat/apartment in Frankfurt Oder or Berlin, please refer to the international guide offered by the international office. You can also check these well-known online platforms:

<http://www.wgberlin.net/>

<https://www.wg-gesucht.de/>

<https://www.wg-suche.de/wg-zimmer/deutschland-berlin>

---

## 8. CONTACT INFORMATION

*Admission Office*

Linda Aguilar (LL.M.)

Farangis Zikriyaeva (LL.M, M.P.P)

Email: [app-master-ihl@europa-uni.de](mailto:app-master-ihl@europa-uni.de)

Skype: [app-master-ihl@europa-uni.de](mailto:app-master-ihl@europa-uni.de)

Tel: +49 (0) 335 5534 - 2626

Fax: +49 (0) 335 5534 - 2449

Europa Universität Frankfurt/Oder

Grosse Scharrnstrasse 5915230 Frankfurt (Oder)

GERMANY