



International Master in Central and East European, Russian and Eurasian Studies

**Multiple Degree
Programme Guide**

2019-2021

<http://ceeres-erasmusmundus.eu/>

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International Master In Central and East European, Russian and Eurasian Studies

Welcome

The International Master in Central and East European, Russian and Eurasian Studies aims to give students a thorough knowledge and understanding of historical and contemporary developments in the society, politics, economics and culture of this large and diverse area. It offers a wide variety of options for advanced study of the region's shared and divergent history, allowing students the chance to specialise in certain geographical, linguistic and thematic areas.

The programme is designed to meet the needs of a variety of employees in major public, commercial, and voluntary institutional settings who wish to acquire a specialised knowledge of Central and Eastern Europe, Russia and Eurasia. It is also intended to cater for newly graduated first degree holders seeking to enter employment in areas which require people with an in-depth knowledge of the region and highly developed analytical skills.

The International Master in Central and East European, Russian and Eurasian Studies (IntM CEERES) offers you the unique opportunity to study in three or four international universities, and to emerge with three Masters degrees from three separate institutions. Students spend their first semester at the University of Tartu, followed by a semester at the University of Glasgow. The first semester of year two is spent in one of the consortium's partner universities, based on the student's research interests and existing staff expertise. Forth mobility periods are also possible, subject to the student's dissertation requirements and institutional expertise.

Students emerge with three degrees:

- International Master (IntM) in Central and East European, Russian and Eurasian Studies: **University of Glasgow, UK**
- Master of Arts in Social Sciences (MA) in Central and East European, Russian and Eurasian Studies: **University of Tartu, Estonia**

And one of the following degrees (depending on where the student spends their third mobility period):

- Master of Arts (MA) in Political Science (Central and East European, Russian and Eurasian Studies): **Corvinus University Budapest, Hungary**
- Master of Caucasian Studies (MCS) in Political Science (Central and East European, Russian and Eurasian Studies): **Ilia State University, Georgia**
- Magister (mgr) of European Studies (Central and East European, Russian and Eurasian Studies): **Jagiellonian University, Poland**
- Master (M) of International Relations (Central and East European Studies): **KIMEP University, Kazakhstan**
- Master (M) of Sociology (Central and East European, Russian and Eurasian Studies): **National University 'Kyiv-Mohyla Academy', Ukraine**
- Master (M) in Sociology (World Politics, Central and East European, Russian and Eurasian Studies): **University of Nizhni Novgorod, Russia**

Key Points of Contact

Dr Ammon Cheskin (University of Glasgow) and Dr Heiko Pääbo (University of Tartu) are in charge of the day-to-day running of the CEERES multiple degree programme. Dr Heiko Pääbo is in charge of mobilities and will welcome the student cohort to the University of Tartu for the first semester of studies.

Dr Ammon Cheskin will welcome the students to the University of Glasgow in the second semester and should be the first point of contact for general questions relating to the programme. During third and fourth mobilities, students should contact the relevant points of contact from the partner institution (see details below).

Email

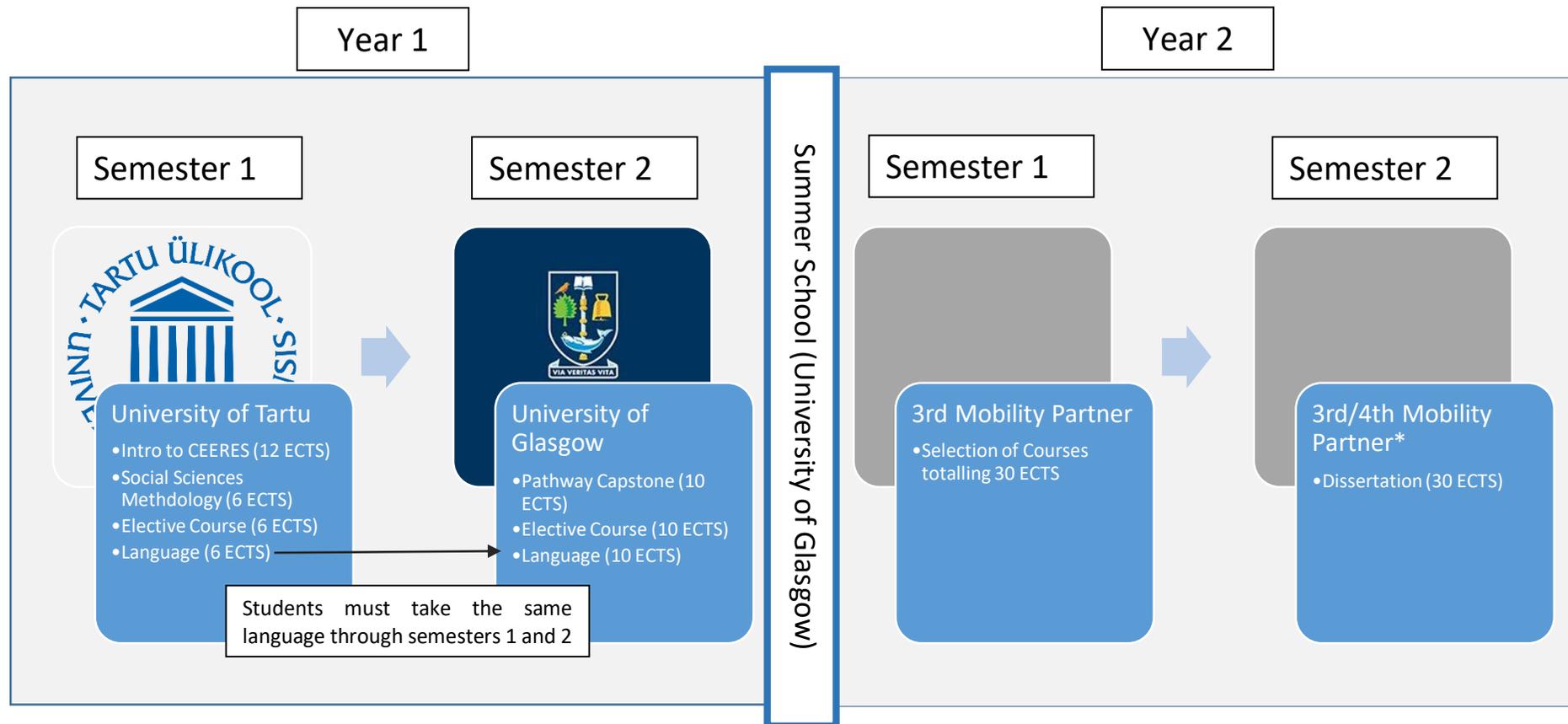
Dr Ammon Cheskin: Ammon.Cheskin@glasgow.ac.uk

Dr Heiko Pääbo: heiko.paabo@ut.ee

Clair Clarke (administrator Glasgow): clair.clarke@glasgow.ac.uk

International Master Programme Structure

Overview of Programme Structure



*4th mobilities are only offered when they are deemed essential to the student's dissertation.

The programme is designed to allow increasing geographic and thematic specialisation as you move through the three mobility periods. The first semester in Tartu provides a comprehensive introduction to the wider region, and an introduction to research design. The second semester in Glasgow allows students to choose a regional pathway (Russian Studies, Central and East European Studies or Eurasian Studies) and to obtain more regionally-specific knowledge. The Summer School provides concrete training in research methods that can be used for dissertation research. It also offers a chance to obtain a professionally-accredited qualification from the Institute of Leadership and Management in professional skill development. The third mobility provides an opportunity to explore students' academic interests with a wider array of courses on offer. The final semester is used for dissertation research and writing. This is the culmination of the programme and students should be able to draw on extensive subject knowledge and research design skills.

Year 1, Semester 1 (University of Tartu)

The first semester in Tartu is important in providing a solid platform for the remainder of the multiple degree programme. The core course 'Introduction to CEERES' ensures that students have requisite knowledge of important historical, social, economic and political themes related to our areas of study.

Additionally, the semester is vital in determining dissertation topics. As part of the assessment for 'Introduction to CEERES', students will be required to compose dissertation proposals. These are crucial in determining dissertation supervision and third mobilities (see 'Year 2 Mobility' below).

All students must complete language training in either Czech, Hungarian, Polish or Russian (Russian is available also at intermediate and advanced levels). You will continue to study this language in semester two, in Glasgow.

- Compulsory courses
 - SVJS.00.006 Introduction to Central and East European, Russian and Eurasian Studies (12 ECTS)
 - SHRG.03.022 Social Science Methodology (6 ECTS)
- Elective courses
 - SORG.04.011 Foreign Policy Analysis (6 ECTS)
 - P2EC.00.090 History of Russia and Europe since 1848 (6 ECTS)
 - SHRG.03.029 The EU in International Politics (6 ECTS)
 - SHRG.02.017 Globalization (6 ECTS)
 - SHRG.03.026 International Relations (6 ECTS)
 - SHRG.02.024 E-Democracy and E-Government (6 ECTS)
 - SHRG.03.009 Conflict Management and Resolution (6 ECTS)
 - SORG.00.029 Civil Society (6 ECTS)
 - SHRG.03.032 Russian Economy (6 ECTS)
 - SHRG.02.023 Comparative Ethno-politics (6 ECTS)
 - SVJS.00.007 Contemporary Economic and Social History (6 ECTS)
 - SORG.03.022 Political Culture (6 ECTS)
 - P2EC.00.131 EU Enlargement, Transition & Neighbourhood Policy (6ECTS)
 - SHRG.03.004 History of the Baltic Sea Region (6ECTS)

Language courses (Czech, Hungarian, Polish, Russian – beginners level; Russian also available at intermediate and advanced levels)

Year 1, Semester 2 (University of Glasgow)

The Glasgow semester builds upon your studies from Tartu. Students, however, will be placed into regional pathways: Russian Studies, Central and East European Studies and Eurasian Studies. This pathway will be dependent on your dissertation topic and the subsequent allocation of your third mobility university. It is expected that students will try to align their language choice to this pathway where possible.

- Regional pathway capstone (10 ECTS)
- Elective course (10 ECTS)
- Language (Czech, Hungarian, Polish, Russian) (10 ECTS)

Pathway 1: Central and East European Studies

<i>Component</i>	<i>Course Name</i>
Capstone	Statehood and Nationality in Russia, Central and Eastern Europe
Option	<i>Any other CEES option</i>

Pathway 2: Russian Studies

<i>Component</i>	<i>Course Name</i>
Capstone	Russian Foreign Policy OR Post-Soviet Russia: Renegotiating Global and Local Identities
Option	<i>Any other CEES option</i>

Stream 3: Eurasian Studies

<i>Component</i>	<i>Course Name</i>
Capstone	Contested States: The South Caucasus After 1991
Option	<i>Any other CEES option</i>

- Available options (note: not all courses will run every year and are subject to change)
 - De Facto States in the Post-Soviet Space
 - A Cultural History of Communism
 - Russian Foreign Policy
 - Post-Soviet Russia: Renegotiating Global and Local Identities
 - Contested States: The South Caucasus After 1991
 - Statehood and Nationality in Russia, Central and Eastern Europe
 - Developments in Czech Society since 1989

Students must submit their initial choice of options for Semester 2 by **Wednesday 30 October 2019** (following the meeting in October when students will have a chance to meet representatives of all partner universities) by enrolling on courses totalling 20 ECTS (40 UoG credits) on MyCampus. Please note course availability may be subject to change depending on student numbers and unforeseen staff commitments. Please be prepared to select an alternative course

if required. Course choices can be changed at a later date with approval from Clair Clarke, and are only for indicative purposes at this stage.

‘Summer School’ (University of Glasgow)

The ‘Summer School’ actually takes place in late spring, immediately following the end of Glasgow’s exam period. In 2020, the dates for the Summer School are 23-30 May. The programme has two main components: research methods training and the hugely-successful Professional Skills Programme (PSP).

The PSP programme is an intensive, three-day course designed to improve teamwork and to challenge students to recognise their professional strengths and weaknesses. It results in an official certificate from the well-respected Institute of Leadership and Management. Owing to the challenging and intense nature of this course, this part of the Summer School is optional. Students may instead opt only to do the research methods component of the course.

The research methods component provides practical opportunities to practice and discuss specific research methods and practices such as coding, focus groups, interviews, discourse analysis and survey design. These are essential research skills for dissertation research and it is expected that all students attend the research methods components of the Summer School. The PSP programme is not compulsory, but comes highly-recommended as a means to improve and demonstrate professional development.

Year 2, Semester 1 (Third Mobility University)

The third mobility is the final teaching period of the multiple degree programme. Third mobilities are determined by dissertation topics (please see section below ‘Year 2 Mobility’ for full details of how third mobilities are determined). Depending on mobility allocations, students will complete modules worth 30 ECTS at one of the following institutions:

- **Corvinus University of Budapest, Hungary**
- **Iliia State University, Georgia**
- **Jagiellonian University, Poland**
- **KIMEP University, Kazakhstan**
- **National University ‘Kyiv-Mohyla Academy’, Ukraine**
- **University of Nizhni Novgorod, Russia**

Please see details below for more specific details relating to each university including key contacts and an indicative list of options. Note: these are subject to change and not all modules are guaranteed to run during your mobility period. Please also note additional costs for some mobilities, details listed under the university information below.

In order to further embed employability and transferable skills, and to increase practical, regional experience, all third mobilities are accompanied by a credit-bearing placement. Please see below for further details. With the exception of the National University Kyiv Mohyla Academy (where beginners Ukrainian is mandatory), students are no longer required to take language options in the second year. However, language modules can be chosen where available (see details of modules available at each partner university below).

Year 2, Semester 2 (Third/Fourth Mobility University)

In the final semester of the multiple degree programme, students will work on and complete their dissertation. Please refer to dissertation guide for further details on the requirements for the dissertation. In most cases, students will stay in their third mobility university. Where deemed appropriate, students can request a fourth mobility to another partner university in order to complete essential field-work for their dissertation. This, however, must be approved in year 1 by Heiko Pääbo.

You will be jointly supervised in the writing of your dissertation/thesis by academic staff at the partner university and the University of Glasgow/University of Tartu (see dissertation guidelines below). Each partner institution has its own procedures for oral assessments of dissertations. Students should make themselves aware of the specific regulations of their third mobility university and this information will be provided upon arrival in the third mobility partner university.

Students who are not completing a fourth mobility can choose to stay in the university of their third mobility, or they can opt to return to either Glasgow or Tartu if this is in their academic interests.

The Partner Universities: Multiple Degree Partners

CORVINUS UNIVERSITY OF BUDAPEST

The Corvinus University of Budapest (the former Budapest University of Economic Sciences and Public Administration) is one of Hungary's leading universities and its history stretches back to 1948. It has 22 BA programmes, 32 MA programmes, 4 joint programmes with partners in the EU, and 10 accredited doctoral schools (5 in social sciences). Corvinus with its 3 faculties has 540 academic staff, over 12,000 students and 400 international agreements with universities in over 70 countries. Today 13 per cent of its students come from abroad. It is a member of several international associations such as the European University Association and the International Association of Universities. Corvinus' Faculty of Social Sciences and International Relations is one of the most prestigious social science educational units in Hungary. The Faculty teaches economics, international studies, sociology, political science and communications at BA, MA, and doctoral levels.

Corvinus can offer thesis supervision in the general teaching areas listed above including:

East European Transformation
Communist Studies, Remembrance Policies
East Central Europe and the European Union
Regional Cooperation in Central Europe and the Balkans
Populism and Radicalism
Feminism
Media and Politics
Nationalism
Ethnopolitics and Minorities
Globalization
Economic Policy
Entrepreneurship
Comparative Politics

Modules at Corvinus University

Compulsory modules

- Politics of Transition in East-Central Europe (6 ECTS): <http://tantargy.uni-corvinus.hu/7PO10NGV54M>
- Challenges to Security in CEE (6 ECTS)

Optional modules

You choose the remaining 18 credits from a range of options, for example:
You choose the remaining 18 credits from a range of options, for example:

Contemporary Hungarian Politics (6 ECTS): <http://tantargy.uni-corvinus.hu/7PO10NGV56M>
Nations, Minorities and Minority Policies in ECE (6 ECTS)
Parliaments in East-Central Europe (3 ECTS)
Radical Parties in Europe (3 ECTS)
OR

- a great variety of social science and regional studies courses offered by our institute and by other institutes and departments of CUB

In NEPTUN you will be able to identify their list as a specific group of subjects/courses.

- Hungarian language (language of instruction: English)
- Other language options (e.g. Russian) are also available to a maximum of 6 ECTS (the language of instruction is usually Hungarian)

Note that Hungarian credits and ECTS credits are not always equivalent so you are required to consult your academic registrar assistant on an individual basis.

For further information see our IMCEERES website at

<http://www.uni-corvinus.hu/index.php?id=68074>

Note that the two compulsory courses as well as *7PO10NGV55M Nations, Minorities and Minority Policies in ECE* are worth 5 Hungarian credits in the Neptun system, however they count for 6 ECTS credits in the IMCEERES programme. So, 6 credits will appear on your final transcript.

All course descriptions of CUB are available online or through the programme administrator or from the teacher directly. Descriptions available using the following URL: http://tantargy.uni-corvinus.hu/SUBJECT_CODE

Please note that some changes may occur in the list of option modules.

Contacts: Dr Sándor Gallai , Director of Institute for Political Science
Email: sandor.gallai@uni-corvinus.hu

Dr Katalin Farkas Bede
Email: katalin.farkas.bede@uni-corvinus.hu

Mailing address: Corvinus University of Budapest, Institute of Political Science,
Közraktár street. 4-6., 1093 Budapest, Hungary.

Tel: +36-1-482-7203 Fax: +36-1-482-7177

Exchange Programme Coordinator: Ms Dorottya Gyóry
Email: dorottya.gyory@uni-corvinus.hu

Mailing address: Corvinus University of Budapest, Faculty of Social Sciences, room C 506,
Közraktár u. 4-6., 1093 Budapest, Hungary.

CUB Autumn 2019 Semester

Enrolment week	31 August – 4 September 2020
Teaching begins	7 September 2020
Teaching ends	11 December 2020
Exam period	14 – 21 December 2019 AND 5-22 January 2021 (tbc)
Thesis submission	6 September 2021
Thesis defence	01 October 2021

Thesis submission

At CUB students must submit **one bound copy** of the dissertation **AND one electronic copy (via Moodle/Neptun)**.

Overall exam+defence

Your final oral examination and thesis defence is in two parts. Both take place at the same sitting.

The exam is to be taken in alphabetical order (by surname). The minute a student is done with the topic he/she starts defending the thesis. While one candidate is taking the exam facing the Board the other one is getting ready (parallel). You will get a few minutes to prepare for the exam questions. Paper to take notes on is surely provided by us. You may use nothing else. Both parts of Exam are oral exams. Students must be present in person on the day of the final exam. Skype or any other alternative arrangements are not permissible.

1. Oral exam on course topics

All students need to pass a final oral exam, which is based on the core subjects of their studies. The questions are framed on the basis of the lectures and literature of the 'required courses': Politics of Transition and Challenges to Security. Students will draw 1 question out of a list of 12 provided 6 months before the exam. Passing the first part of the Exam is a precondition for the defence.

On completion of this oral examination on course topics students will move directly to the oral defence of their thesis.

2. Thesis defence

Board of examiners: minimum of 3 members (from Hungary) with an external member from Glasgow/Tartu optional)

In theory, the defence is open to the public but in practice the oral exam usually takes place in front of a three-member committee, who will be joined by the supervisor from Glasgow/Tartu via Skype. We usually offer 5-10 minutes for the presentation, which is to be presented in purely oral format. The student is asked to summarize the main questions and findings of his/her thesis while responding the critical remarks of the reviewers. The candidate will receive a copy of the review written by a Corvinus reviewer at least 5 days before the defence. After presenting the topic the student may expect to get 1-2 questions and/or comments from the committee. The committee members will have received two recommended questions from each (one Corvinus and one Glasgow/Tartu) reviewer and they will address at least one of them to the student. The questions will not be indicated on the copy of reviews the candidate receives. This second part of the defence is normally also 5-10 minutes. The length usually depends on the depth (or lack) of discussion.

To sum up, the order is: exam questions, summary of your thesis, and 1-2 thesis-related questions.

The composition of the committee is not known before the exam day. It is the competence of the Institute to invite the members of the committee, who are usually recruited from among the staff members. The reviewer from the Corvinus will not necessarily be present (it is not a requirement here at Corvinus), but since there is an overlap among the staff members and the reviewers one should not exclude the possibility that the Corvinus reviewer would also become a member of the committee.

JAGIELLONIAN UNIVERSITY, KRAKÓW

The Jagiellonian University, founded in 1364, is the one of the largest and most prestigious in Poland. It is the oldest university in Poland and the second oldest in Central Europe. Distinguished alumni include the cream of Polish intellectual and political leadership as well as international figures like Nicolaus Copernicus (1491-95) and Pope John Paul II (1938-39, 1942-46). It has over 50,000 students taking degree courses in 15 faculties at several campuses around Krakow.

The Institute of European Studies, part of the Faculty of International and Political Studies, offers interdisciplinary study programmes at BA, MA and doctoral level, focusing particularly on Europe and processes of Europeanisation. The Institute is involved in various international research and educational projects and includes a dedicated unit, the Centre for European Studies, specializing in offering masters degree and undergraduate study abroad programmes taught in English; organizing guest lecture series with international academics and developing international cooperation opportunities. It cooperates with various consortia and partner universities in order to offer an array of double degrees.

As an exchange student you would be based at UJ's Centre for European Studies which offers several interdisciplinary study programmes. These programmes, taught entirely in English, offer the opportunity to observe and study the rapidly changing European Union and Central and Eastern European region from a unique vantage point.

Dissertation supervision is available on the general range of seminar themes, and possibly in other areas depending on the proposed topic.

For further information about the Jagiellonian University and the International Master's options which may be taken in Year 2, Semester 1 see:

<http://www.ces.uj.edu.pl/academics/imrcees>

<http://www.ces.uj.edu.pl/academics/ma-in-european-studies>

<http://www.ces.uj.edu.pl/current/ma/full-course-list-and-syllabi>

<http://www.ces.uj.edu.pl/about-ces/faculty-and-staff/faculty>

Contacts: Professor Zdzisław Mach, Head of International Programmes
Email: zdzislaw.mach@uj.edu.pl
Dr. Maciej Stepka, Programme Coordinator
Email: maciek.stepka@uj.edu.pl

Mailing address: Centre for European Studies, Jagiellonian University,
ul. Garbarska 7A, 31 –131 Kraków.

Tel: +48 12 429 62 07 Tel/fax: + 48 12 429 6195

UJ Autumn 2020/21 Semester

Teaching:	1 October 2020 – 28 January 2021 (tbc)
Regular exams:	29 January – 10 February 2021 (tbc)
Re-sit exams:	17 February – 23 February 2021 (tbc)
Christmas break:	22 December – 6 January 2021 (tbc)

UJ Spring 2021 Semester

Teaching:	24 February – 15 June 2021
Regular exams:	16 June – 29 June 2021
Re-sit exams:	1 September – 15 September 2021
Easter break (moveable):	10 April – 14 April 2021

Thesis

Thesis deadline:	6 September 2021
Oral MA Exam & Thesis Defence:	1 to 4 weeks after thesis submission

Thesis submission

Students should upload the dissertation to the Jagiellonian online system and print one copy from the system.

The thesis committee

Your thesis committee consists of three members with the right to contribute to the mark received: your thesis adviser, your thesis reviewer and the thesis committee chairperson.

Your **thesis adviser** (*promotor*). Your thesis adviser is the person with whom you'll consult during the second year of studies at the JU. He or she is also the person who will assess your thesis and be present during the MA defence.

Your **thesis reviewer** (*recenzent*) is your supervisor from the Glasgow/Tartu University.

The **thesis committee chairperson** (*przewodniczący*) is a person invited to chair the committee. The chairperson offers an objective and impartial judgement of the candidate's worthiness to receive a degree. The thesis committee chairperson does not contribute to the mark received on the written thesis but does contribute to the mark received on the MA defence.

Assessment of your written thesis

Your thesis adviser (*promotor*) and your thesis reviewer (*recenzent*) each make a recommendation of a mark in their reviews. Your written thesis will be assigned a mark equal to the average of the two assessments.

Your MA thesis must be defended during the MA defence.

Defending your thesis

MA candidates must successfully pass the MA defence in order to receive the MA degree.

Always consult with your thesis adviser before you try to formally submit your thesis. Your adviser will need time to read the final draft before it goes to the Registrar. Your adviser must agree that your thesis is ready to be reviewed before you will even be given a date for your defence.

Your MA defence usually take place **between one and four weeks after the date of submission of the complete and final draft of your thesis to the Registrar**. The date and time of your MA defence will be set by the Registrar after consultation with you and the members of the thesis committee.

The MA defence is held as a closed oral exam with only the thesis committee (including invited experts) and the student present.

Defence: The oral defence may also contain questions based on your written thesis. Do not expect just to repeat the arguments of your thesis, but to prove that you have a broader knowledge on

related subjects. You will not be advised as to the content of defence questions before the start of the defence.

There is no set time-span for the MA defence. It may be as short as 15 minutes or as long as one hour. Most run about 20-30 minutes.

The final mark is based on:

- ✓ Weighted GPA – 50% of the total final mark
- ✓ MA thesis's mark – 37,5% of the total final mark
- ✓ Final exam's mark – 12,5% of the total final mark

Course modules at Jagiellonian University

<http://www.ces.uj.edu.pl/current/ma/full-course-list-and-syllabi>

Compulsory modules:

- European Civilization (10 ECTS) - Winter semester
NB: there are two options for taking this course. Students may EITHER take the whole course (lectures, seminars and assessment) (10 ECTS)
OR take lectures only. In this case students receive 1 ECTS; the course will be listed on transcripts and the requirements for the programme will be fulfilled.
- Foreign and International Relations in CEE (10 ECTS) (NB: You may not take this one if you have taken Dr Butler's option 'The Geopolitics of Central Europe' in Year 1 at University of Glasgow) - Summer semester
Please note that this course takes place in the summer semester - if you plan to spend only one semester at Jagiellonian, make sure to take the 'Geopolitics of Central Europe' course at Glasgow.

Option modules

One course for 10 ECTS or two courses for 5 ECTS selected from the list below:

- Finances in the EU (5 ECTS)
- EU Foreign and Security Policy (10 ECTS)
- EU Institutions and the Decision-Making Process (10 ECTS)
- European Integration Theory and Practice (5 ECTS)
- Democracy, Identity and Civil Society in CEE (5 ECTS)
- Europeanisation and Transformation of Collective Identities (10 ECTS)
- Citizenship, Migration and Multiculturalism (10 ECTS)
- EU Administration, Justice and Home Affairs (5 ECTS)

You choose the remaining credits from the list of focus courses in the CEERES specialisation

- Russia and Europe: Russia's Engagement with the West in Political Thought and International Relations (5 ECTS)
- Central Asia and the Caucasus between Russia, Islam and the Chinese Dragon (5 ECTS)
- Economy of Central Europe: from Transition to EU Membership (5 ECTS)
- Gender, Citizenship and Democracy in CEE (5 ECTS)
- EU Integration and Politics in the Balkans (5 ECTS)

- Language options (e.g. Polish, Russian...) are also available to a maximum of 6 ECTS.
Available in English. However, teachers prefer to use the taught language (Polish/Russian) as far as possible and try to use English only if this is necessary for understanding and practicing.

- Other approved courses from full Faculty list

Please note that the courses on offer may change due to modifications in the programme or professors' sabbaticals.

Possible areas of topics for dissertations:

- Politics
- European integration and European Union (political, social and economic perspective)
- Europeanisation
- The identity of Central Europe
- Political, Economic and Social Transformation in Central and Eastern Europe
- European Culture and Identity
- Nationalism and ethnicity, minorities in Europe
- Democracy and citizenship in Europe
- Human rights
- Religion
- Migration
- Holocaust studies
- Economics, International Economics
- Economic security
- Security and Foreign policy
- International Relation in CEE
- Energy security
- Terrorism, Armed Conflicts and Security Studies
- Heritage and Politics of Memory

Additional Costs

Please note that undergraduate degree documents will have to be legalised with apostille if completed outside Poland.

KIMEP University

KIMEP is the leading business and social sciences school in the independent country created on the territory of the former Soviet Union. Its mission is to develop well-educated citizens to improve the quality of life in Kazakhstan and Central Asia. All programmes are attested by the Ministry of Education and Science, which consistently rates them amongst the very best in their categories. They are taught entirely in English. The curricula have been benchmarked against the highest Western standards and all of them have received European Accreditation by the Foundation for International Business Administration Accreditation (FIBAA). KIMEP faculty are active in research, publishing regularly in international journals of global repute. KIMEP has about 2,700 students enrolled in BA and MA programs in International Relations, Economics, Public Administration, International Journalism, Law and Business Administration. It has over 200 international students, mainly from Central Asia, Europe, USA, Canada, China, Russia and South Korea. It also has thriving partnerships with local and international organizations. KIMEP has over 75 international partnerships.

Multiple degree students would be located in the Department of International Relations and Regional Studies within the College of Social Sciences at KIMEP. The Department offers a Bachelor of International Relations and a Master of International Relations. Both programs received unconditional European accreditation by the Foundation for International Business Administration Accreditation (FIBAA).

Examples of general topic-areas for Master's theses:

- Central Asian States Relations within the Region and in Global Politics
- Post-Soviet Development
- Nationalism and Language Issues in Central Asia
- Social and Political Changes in Central Asia
- Energy Sector in Central Asia and the Caucasus
- Eurasian Geopolitics
- Topical Issues in Kazakhstan

For further information about KIMEP and the International Masters' options which may be taken in Year 2, Semester 1 see:

Web: General information on the MIR <http://www.kimep.kz/mir/en/>

Information on available courses <http://www.kimep.kz/mir/en/courses-description-and-syllabi/>

Teaching staff: <http://www.kimep.kz/mir/en/our-faculty/>

Academic Contact: Dr. Aigul Adibayeva, Interim Chair of the Department of International Relations and Regional Studies and Associate Dean of College of Social Sciences; Email: aigula@kimep.kz;

Admin Contact: Ms Dinara Nurmanova, Manager of the College of Social Sciences
Email: zdinara@kimep.kz

Mailing address: KIMEP University, Abay Ave. 4, office # 302A, Almaty 050010, Republic of Kazakhstan

Fax: Fax +7 (727) 270-43-44 **Tel:** (office) +7 (727) 270 43 40.

Indicative Term Dates (dates for Year 2 2019-2020 will be confirmed on arrival)

KIMEP Academic Year 2020-21

FALL SEMESTER

Admission period:	till August 10, 2019
Advising on course selection:	July 10 – August 26, 2019
Registration for Courses:	August 2 – September 1, 2019
Late Registration for Courses:	2 - 8 September 2019
Teaching:	26 August – 14 December 2019
Study break:	21 - 27 October 2019
Exams:	15 – 26 December 2019
Semester ends:	26 December 2019

SPRING SEMESTER

Registration for Courses:	3 December 2019 – 7 January 2020
Late Registration for Courses:	15 - 21 January 2020
Teaching:	8 January – 30 April 2020
Exams:	2- 11 May 2020
Semester ends:	11 May 2020

THESIS

Thesis deadline:	6 September 2021
Oral defense:	Takes place at least 2 weeks after the submission of the Thesis

There is a modular approach to writing a thesis, which is developed in three successive stages; only *Thesis II and III* applies to the *IMCEERES Programme* students. The process shall include, among other things, the drafting of a brief proposal at the early stage of the thesis-writing and a 8 to 15-pages thesis proposal, which must be given to the selected supervisor(s) and must meet with his or her approval; a formal defense of such a Proposal is required. During *Thesis III – Thesis Writing and Defense*, the main body of the thesis is written based on the defended thesis Proposal. In close cooperation with and support of the supervisor(s) and advisor(s), the whole thesis is finalized and prepared, in the due time, for the oral defense. For the mandatory oral defense of a thesis, a Master's Thesis Defense Committee shall be created, consisting of all the members of the Supervisory Panel, an independent Chair, and one external reviewer /examiner.

The supervisor shall forward copies of the thesis to each member of the Master's Thesis Defense Committee at least two weeks before the formal oral defense by a student. The Thesis Defense shall be open to the public. This means that the defense of the thesis shall be open to all faculty members and graduate students in the student's department, as well as to interested members of the KIMEP faculty, and to others who respond to the public announcement. The thesis defense proceedings shall be in English. IMCEERES students might be allowed to do their Defense by Skype.

The student must prepare a 20-30-minute presentation for his / her defense session. The defending student should address the following points:

Introduce the Master's Thesis Defense Committee and audience to his or her project and field of research, pointing out especially:

- the significance of his or her topic and research
- the methodology & theory employed
- key empirical material and literature

- main findings
- conclusions and limitations

After this, the student shall answer any question from the Master's Thesis Defense Committee or the public.

Thesis submission

Following the final approval of a Thesis by the Graduate Program Coordinator, or by the Dean of the designated faculty, two copies of the Thesis are bound as soon as possible. The two copies for binding should be delivered by the student to the Office of MIR Graduate Program Coordinator. One, nicely-bound copy will then be deposited in the KIMEP Library and the second copy will be kept in the archives of the Department of International Relations and Regional Studies. The departments shall also obtain and secure an electronic copy of each Thesis. KIMEP expects to receive two bound copies of the completed thesis from our multiple-degree students. As an exemption, we may allow such students to submit an e-version only when it's impossible for a student to submit hard copies (and arrange for printouts ourselves, to have them for our records). In any case, the submitted version should be properly formatted and include the signature page with e-signatures /or a scanned original page. The student should be aware that if the formatting does not meet minimum KIMEP standards, a copy of his /her thesis may be returned for corrections. For the formatting, the student should check and follow KIMEP's *CSS Guidelines for Master's Thesis*. (It is posted at CSS L-drive or can be received from the Director of the Graduate Program.).

Course modules at KIMEP University

<http://www.kimep.kz/mir/en/courses-description-and-syllabi/>

Students choose 30 ECTS worth of modules from the following:

- Russian Foreign Policy (5 ECTS)
 - Central Asia in Global Politics (5 ECTS)
 - Asian Security: Theory and Practice (5 ECTS)
 - Domestic Politics and Foreign Policy in the Post-Communist World (5 ECTS)
 - Petro Politics (5 ECTS)
 - Central Asia -United States Relations (5 ECTS)
 - Central Asia – Russia Relations (5 ECTS)
 - European Union: Politics and Foreign Policy (5 ECTS)
 - **History of International Relations (5 ECTS)**
 - Government and Politics in Central Asia (5 ECTS)
 - Master Seminar in International Relations (5 ECTS)
 - Master Seminar in Regional Studies (5 ECTS)
 - **Political Geography (5 ECTS)**
 - **Ethics in International Relations (5 ECTS)**
 - **Emerging Powers and Markets (5 ECTS)**
 - Language options (e.g. Kazakh, Russian...) are also available to a maximum of 5 ECTS
- N.B.: Language courses are offered in the Russian language.*

Additional Costs:

Please be aware of any visa costs prior to travel. Also, if your previous degree documents are not in English, Russian or Kazakh language, they should be translated into English and notarized.

LOBACHEVSKY STATE UNIVERSITY OF NIZHNI NOVGOROD

Lobachevsky State University of Nizhni Novgorod (UNN) founded in 1916 is one of the leading classical universities in Russia and achieved the status of a National Research University in 2009. UNN has 14 faculties and 5 research institutes. There are 47 Bachelor's programs, 56 Master's programs, 57 PhD programs and 24 post-doctoral programs. UNN has over 30,000 students from 85 countries. It is a member of international university networks such as the European University Association and the Deans European Academic Network. UNN has direct contractual international relations with 25 universities and academic institutions. It participates with other European universities in consortia to implement a number of projects funded by the European Commission and other organizations such as Tempus-TACIS joint European projects; projects within the framework of UNN's participation in the Bologna process and European Commission Framework Programmes. More than 1,000 UNN students and staff were trained in the best European universities during the implementation of 21 Tempus projects. Lobachevsky State University of Nizhni Novgorod includes Fundamental Library (its collections number 2,200,000 volumes), Innovation Technology Centre, University Press and printing house and 5 museums. Lobachevsky State University of Nizhni Novgorod (UNN) has been in the world's top 700 universities since 2011, according to QS World University Rankings. It is ranked 72nd in top 200 universities in 2014 QS World University Rankings: BRICS

UNN's Faculty of Social Science would be willing to host IMRCEES students; they would have access to our library, computing and other research facilities as well as the specialised knowledge and research contacts of UNN academics. **For further information about UNN see:** www.unn.ru/eng/

For further information about UNN see:

General information: www.unn.ru/eng/

Visa: <http://eng.unn.ru/admissions/invitationandvisa>

UNN – Faculty of Social Science

<http://www.fsn.unn.ru/faculty-of-social-sciences/>

Academic Contact: Dr. Roman Golubin, Dean of the Faculty of Social Science
golubin@unn.ru
Dr. Sergey Sudin, Deputy dean for international relations of the faculty of social sciences
Email: sergeysudin@fsn.unn.ru

Admin Contact: Dr. Irina Leonova – Director of International Affairs Department
Email: irina.leonova@unn.ru

Mailing address: Lobachevsky State University of Nizhny Novgorod (UNN),
International Office, room 402, 23 Prospekt Gagarina, 603950
Nizhny Novgorod, Russian Federation

Fax: +7 831 462 38 01 Tel: +7 831 462 31 02

Course modules at Lobachevsky State University of Nizhni Novgorod

Students complete a total of 30 ECTS

Optional modules:

- Russian foreign policy in the Middle East (3 ECTS)
- Local and regional democracy and the role of citizens in its functioning in the Eurasia (3 ECTS)
- Cultural and religious policy in the EU, Russia and Post-Soviet Countries (3 ECTS)
- Civil Society as the element of sustainable Development in the Eurasia (3 ECTS)
- Content analysis of sociological and political information (3 ECTS)
- Methods of teaching sociology (2 ECTS)
- Regional foreign, security and defense policies (EU, Russia and Post-Soviet Countries) (5 ECTS)
- Political Process in contemporary Russia (6 ECTS)
- Economic globalization and international relations (3 ECTS)
- Geo-Economics as Concept and Practice in International Relations (3 ECTS)

Language options:

- Russian (4 ECTS)

Placement options (6 ECTS)

Possible areas of topics for dissertations:

- Integration processes in contemporary Eurasia
- Political and social protest in the modern political process: a case-study
- Russian policy toward Syria (cultural, political, economic, geopolitical aspects and dimensions)
- Soft-power in the modern political process of Central and Eastern Europe
- The contemporary external policy of Russia
- Civil society institutions as actors of the political process in modern Russia
- Youth motivation for political activity
- Social principles of main political parties in Russia)
- Russian's electoral behavior and its incentives

NB. The proposed course list is taught in English. However the students may attend other courses of their interest on the topic of the program taught in Russian.

Additional Costs:

Lobachevsky University require previous degree documents to be translated to Russian and notarised and stamped with apostille, the translation is cheaper if completed on arrival to Russia. A full breakdown of documents required can be obtained from UNN

Ilia State University

Ilia State University, located in Tbilisi, Georgia, is one of the leading higher education institutions in South Caucasus region focusing on scientific advancement and transferring top notch knowledge to facilitate societal development.

Established in 2006 as a merger of six different institutions, each having a long history and a diverse institutional profile, Ilia State University justly occupies the top position among research universities in South Caucasus (according to SCimago Institutions Rankings).

Its 4 schools (School of Arts and Sciences, School of Natural Sciences and Engineering, School of Business, School of Law) offer distinctive training in their respective directions and along with 30 large and small scale research institutes, centres and stations create in-depth research opportunities in social sciences, humanities, business, law, life sciences, earth sciences, and hard sciences.

ISU has secured unique position in Georgia's educational system for its contribution to science popularization, boosting entrepreneurial ecosystem of the country and actively carrying out social responsibility projects.

With the highest competition rate for PhD programs in the nation, extensive international ties, more than 16,000 students, over 1100 highly qualified academic and research staff, and with renovated research infrastructure in several Georgia's regions, ISU has become one of the most desirable universities to study and work for in the country.

ISU is the first university in Georgia to award diploma within Erasmus Mundus Joint Master Degree Program.

International School of Caucasian Studies

ISU's prestigious International School for Caucasus Studies (ISCS), headed by the prominent Georgian scholar Professor Ghia Nodia, is a leading academic centre in the growing field of Caucasus studies, where students and scholars from different countries will engage in research and teaching activities. Courses are offered in Georgian, English and Russian languages.

School of Arts and Sciences

School of Arts and Sciences, which implements International Master Program in Central and East European, Russian and Eurasian Studies (CEERES), is one of the largest and oldest schools of ISU carrying out all three levels of academic programs, some of the most reputable being: Liberal Arts, Philosophy, Education, Political Science, International Relations, Public Policy, Psychology, Sociology, European Studies, Soviet Studies, etc.

This school is particularly interesting for those who aspire to gain an insight into ongoing political, social and cultural processes in the modern world; learn history, languages and traditions of foreign countries; learn more about literature, art, theatre and music; obtain broader education in Arts, Humanities and Social Sciences.

The programs of the School of Arts and Sciences focus on maximum integration of teaching and research. The basis of achieving this ambitious but important goal, along with other contributing factors, is the internationally recognized academic staff of the faculty.

Contact: Prof. Ghia Nodia, Full Professor
ghian@iliauni.edu.ge

Mr. Zviad Zalikian, Quality Assurance Specialist
zviad.zalikian.1@iliauni.edu.ge

Mailing address: Kakutsa Cholokashvili Street 3/5, 0162 Tbilisi, Georgia
Tel: +995 322 220009

Course modules at Ilia State

Students complete a total of 30 ECTS from the following courses:

- Political History of the Caucasus (6 ECTS)
- Research Seminar on Stalin and Stalinism (6 ECTS)
- Democratization and Political Development in the South Caucasus (6 ECTS)
- Security and Geopolitics of the Caucasus (6 ECTS)
- Energy and Economics of the Transition in the South Caucasus (6 ECTS)
- Ethnic Conflicts in Comparative Perspective: The Caucasus and Central Asia (6 ECTS)
- Foreign Policies of the States of the South Caucasus: Comparative Perspective (6 ECTS)
- Attitudes to Others in Georgia (6 ECTS)
- Remembering the Soviet Past in Georgia: Between Memory and History. An Introduction into Interdisciplinary Memory Studies (6 ECTS)
- Forms & Consequences of Europeanisation in the Caucasus: Introduction to the Concept and its Application (6 ECTS)
- Internship (6 ECTS)
- Citizenship from Below in Post-Soviet Societies (6ECTS)

Language options:

- Russian and Georgian (6 ECTS): language of instruction is English

Additional Costs:

Please be aware of any visa costs prior to travel

National University “Kyiv-Mohyla Academy”

NaUKMA is one of the most prestigious universities in Ukraine, with a history of introducing experimental initiatives that later become models for national educational reform, including written entrance exams, and pioneering European-style structured doctoral programmes. The university is also a vibrant intellectual community whose members are active in politics and civil society.

NaUKMA is the only university in Ukraine with two official languages of instruction: Ukrainian and English.

The NaUKMA library provides excellent access to Ukrainian and Russian language original sources, and subscribes to a wide variety of electronic resources that provide access to the latest English-language academic journals.

For students researching current social transformations in Ukraine, the Kyiv International Institute of Sociology (KIIS), a respected polling firm located within NaUKMA, can provide invaluable datasets.

IMRCEES students visiting NaUKMA will be hosted by the sociology department whose academic staff focuses on “Social Transformations” particularly in a post-Soviet context. Faculty teach courses that typically focus on Ukraine’s economic sociology (entrepreneurship and values transformation), post-Soviet societal evolution, religious and gender issues in Ukraine’s transition from state socialism, democratization.

For further information about National University “Kyiv-Mohyla Academy” see:
www.ukma.edu.ua

Contacts: Dr Anna Osypchuk
anna.osypchuk@gmail.com

Mailing address: Skovorody, 2, 04070 Kyiv, Ukraine.
Tel: +38 050 806 2816 Tel: +38 044 462 40 09 Fax: +38 044 425 04 00

Course modules at Kyiv-Mohyla Academy

Students complete a total of 30 ECTS from the following courses:

Compulsory Modules:

- Ukrainian (5ECTS)

Optional Modules:

- Processes of Social Change (5 ECTS)
- Research Seminar in social Transformations (5 ECTS)
- Identities and Identity Politics in Post-Communist Societies (5 ECTS)
- Political and Economic Transformations in Post-Communist Societies: The Case of Ukraine (5 ECTS)
- Social Structure and Dynamics (5 ECTS)
- Health, Culture and Society (5 ECTS)
- Sociocultural Transformations in Post-Communist Societies (5 ECTS)
- Placement Option (5 ECTS)

Additional Costs:

Most students travelling to Ukraine will require a visa. Visa costs can vary and can be expensive for some students. Please be aware of visa costs before travel.

Language Training

International Master Language Training

Language training is available to all students in Czech, Hungarian, Polish and Russian. In year 1, all students must study one of these core languages. Teaching is available for beginners in all languages, intermediate in Polish and intermediate and advanced in Russian. The International Master language courses aim to provide students with linguistic competence in the relevant language. The courses are taught to enable students to acquire sufficient linguistic knowledge and translation skills to be able to read texts in the given language and to use these texts in their studies; and to be understood in basic everyday communicative situations. The only linguistic precondition for entry to the International Master programme is that students must provide evidence of proficiency in English in cases where English is not the student's native language.

Students will start their language training in Tartu in semester 1 before continuing with their chosen language in semester 2 in Glasgow.

Students with advanced knowledge of a particular language from the region will be required to learn another Central and East European language.

Note: The accreditation of up to 4 hours per week/6 ECTS for language training in Year 2, Semester 1 may be included as an option. The total number of compulsory credits for the language element of the International Master programme is 16 ECTS and these will be completed in Year 1 in Glasgow and Tartu (6 ECTS in Tartu and 10 ECTS in Glasgow). The additional language credits in Year 2 are optional. The only exception to this is for students who spend their third mobility at Kyiv-Mohyla: here it is mandatory to take a module in beginners Ukrainian.

Students can opt to take optional language training in the local languages of their third mobility university. For Hungarian (Corvinus), Polish (Jagiellonian) and Russian (Nizhni Novgorod), students can continue their language training from year 1. For Ukrainian (Kyiv-Mohyla), Georgian (Ilia State) and Kazakh (KIMEP), students can take these languages in addition to the languages studied in year 1. Students who take their third mobility with Kyiv-Mohyla Academy will take Ukrainian as a core module.

Estonian can also be studied at Tartu as an optional module in year 1 semester 1, but must be taken alongside one of the four core language options that can be also continued at Glasgow (Czech, Hungarian, Polish and Russian). Students who return to Tartu for their final semester can also enrol for extra training in Estonian, but this will not be credit-bearing and will not be included on the final degree transcript.

Note: students must achieve at least a grade D in languages in order to be awarded their degree.

Regional Specialisation Pathways

Regional specialisation pathways will be determined by October 31 2019. This is the deadline for students to register for courses at the University of Glasgow in Year 1, Semester 2.

Pathways are used for students to obtain specialist knowledge and training in a region specific to their research interests. The pathways are: Russian Studies; Central and East European Studies; and Eurasian Studies. For more information on these pathways, please refer to the section 'Year 1, Semester 2 (University of Glasgow)' above.

In Glasgow, each pathway has a capstone module that students must take. This is combined with a language option (continued from semester 1 in Tartu) and an optional module. It is expected that language options will correspond with regional pathways where possible. If, for example, you opt for the Russian Studies pathway, we would normally expect you to also take Russian language. We understand, however, that certain regions are complex. For example, if you are interested in Ukraine, it would be possible to take Russian language while still choosing the Central and East European Studies pathway.

Placements

During all third mobility periods, students will complete a placement. This placement will form part of your academic programme at the multiple degree awarding partner university and will be credit bearing (see list of courses for relevant institution, listed above). The third mobility university will be responsible for allocating placements and for determining the nature of the assessment for placements.

Placements will be with a variety of non-governmental, think-tank and charitable organisations and will enable students to develop important professional skills within their region of specialisation.

More information about placements will be provided by third mobility partners once mobilities have been announced in December 2019. The dedicated placement officer, Sylwia Fiałkiewicz, will visit Tartu in August to provide further information to students. She can be contacted at: ceeres.placements@uj.edu.pl

All placements must be approved by the third mobility university. These placements must occur in the country of the third mobility university. In some cases, they must occur in the immediate vicinity of the university (i.e. the city or region). It is therefore important to speak to both Sylwia and the representatives of the third mobility university before confirming placements.

All third mobility universities have a list of approved placement destinations. It is possible to add a new organisation to this list. However, approval has to be sought ahead of time. It is up to the discretion of the third mobility partner whether they wish to add a new organisation. Their decision is final on this matter.

It may be possible, and more convenient, to complete your placement in the fourth semester. Again, this is at the discretion of the third mobility partner. Likewise, where prior approval is given, students may complete their placement in the summer prior to their enrolment in the third

mobility university. It is a requirement, however, that this take place in the country (sometimes region/city) of the third mobility university.

Students are allowed to organise their own internships and placements following the first year of studies. However, these activities will not be accepted for academic credit unless they are approved ahead of time.

Year 2 Mobility

Your Partner University

Your dissertation topic and regional pathway specialisation will have a strong influence on the final choice of Year 2 mobility. We will take into account the fit between the partner institutions' research specialisations and the student's own research and/or language interests. The final decision, however, will primarily be based on the expertise of the third mobility partner and their expertise and ability to provide adequate supervision for the student's dissertation. Dr Heiko Pääbo is the Consortium Dissertation and Mobility Coordinator, responsible for the process of finalising topics, allocating supervisors and discussing Year 2 options across the Consortium in full discussion with students. Dr Pääbo's decision will be final.

All students have to submit a draft dissertation proposal to Dr Pääbo by January 27 2020. **Dr Heiko Pääbo, following discussion with partner universities, will use this proposal as the main basis to determine appropriate third mobility universities.** On Friday, January 31 2020 students' third mobilities will be officially assigned. Please note that mobilities will be matched to the academic expertise of the partner universities. If a university feels it is unable to offer supervision for your chosen dissertation topic, it is unlikely that they will be your chosen mobility partner. If your chosen dissertation is country-specific, for example, a study of Kazakh national identity, then it is almost certain that your chosen mobility will relate to this country, i.e. you would spend the third mobility at KIMEP.

If you have questions about the third mobility process, please speak to Dr Pääbo while in Tartu. In the past, students have not thought carefully enough about their dissertation subject and therefore were assigned with a third mobility partner that they were not expecting. If you think carefully about your research interests in advance, there is no reason for this to happen.

Meeting Partner Representatives

Representatives from the multiple degree Partner Universities will visit Tartu on **Wednesday 23 October 2019**. During informal meeting, students can inquiry information on partner's research areas of interest and the taught courses available. Students will have the opportunity to discuss their interests and ask questions informally.

Additional Fourth Mobility for dissertation research

Students who wish to complete a fourth mobility period should email Dr Heiko Pääbo with their request no later than 22 May 2020.

Fourth mobility periods are not compulsory. However, fourth mobilities can be requested based on your dissertation research interests. Fourth mobility must have sound academic value and can

take place with a Consortium partner. The most common and persuasive reason to grant fourth mobilities will be the need to conduct field research for the dissertation. Professor Heiko Pääbo will consult with supervisors and partners and then advise students of their decision, which will be final. Thereafter, if the fourth mobility is granted, short visits of a maximum of three weeks can be arranged. Please note that students should make their own travel and accommodation arrangements.

Nominated supervisors at fourth mobility partners serve as academic contacts for general advice and support but are not involved directly in supervision.

The fourth Mobility will take place in year 2, semester 2. The exact timing, however, is flexible to fit in with individual student needs and their double degree partner timetables. An official period of mobility is 90 consecutive days.

The Code of Assessment: Grade Conversions

- Course marks from partner universities will be translated into the University of Glasgow's Code of Assessment. The table below shows how these marks are equated. Please note that the CEERES's Joint Board of Examiners will have the final say on how marks are to be interpreted.

***NOTE: Students who obtain an E grade at Tartu or Glasgow will not be able to proceed to Kyiv-Mohyla as, on their conversion system, this equates to a fail.**

ECTS	Comparison of current grade		Descriptors						
	Percentage / guidelines	UoG	CUB	UJ	KIMEP	Tartu	UNN	ISU	NaUKMA
		Scale	Scale	Scale	Scale	Scale	Scale	scale	scale
A	98-100% (Strong A)	22 (A1)	5	5	A+	A/5	Outstanding	A Excellent	Excellent
A	94-97% (Average A)	21 (A2)		5	A+	A/5	Excellent	A Excellent	Excellent
A	91-93% (Weak A)	20 (A3)		5	A+	A/5	Excellent	A Excellent	Excellent
B	88-90% (Strong B)	19 (A4)		4.5	A	B/4	Very Good	B Very Good	Very Good
B	84-87% (Average B)	18 (A5)		4.5	A	B/4	Very Good	B Very Good	Very Good
B	81-83% (Weak B)	17 (B1)	4	4.5	A-	B/4	Very Good	B Very Good	Very Good
C	78-80% (Strong C)	16 (B2)		4	B+	C/3	Good	C Good	Good
C	74-77% (Average C)	15 (B3)		4	B	C/3	Good	C Good	Good
C	71-73% (Weak C)	14 (C1)	3	4	B-	C/3	Good	C Good	Good
D	66-70% (Strong D)	13 (C2)		3.5	C+	D/2	Satisfactory	D Satisfactory	Satisfactory
D	61-65% (Weak D)	12 (C3)		3.5	C/C-	D/2	Satisfactory	D Satisfactory	Satisfactory
E	58-60% (Strong E)	11 (D1)	2	3	D+	E/1	Satisfactory	E Sufficient	Fail (exam re-sit)*
E	54-57% (Average E)	10 (D2)		3	D	E/1	Satisfactory	E Sufficient	Fail (exam re-sit)*
E	51-53% (Weak E)	9 (D3)		3	D-	E/1	Satisfactory	E Sufficient	Fail (exam re-sit)*
FX	48-50% (close to pass)	8 (E1)	1	2 (fail)	F	F/0 fail	Fail	FX Unsatisfactory (exam resit)	Fail (exam re-sit)
FX	44-46% (close to pass)	7 (E2)		2 (fail)		F/0 fail	Fail	FX Unsatisfactory (exam resit)	Fail (exam re-sit)
FX	41-43% (close to pass)	6 (E3)		2 (fail)		F/0 fail	Fail	FX Unsatisfactory (exam resit)	Fail (exam re-sit)
F	38-40% (some effort made but not sufficient)	5 (F1)	1	2 (fail)		F/0 fail	Bad	Failure (repeat course)	Fail (exam re-sit)
F	34-37% (some effort made but not sufficient)	4 (F2)		2 (fail)		F/0 fail	Bad	Failure (repeat course)	Fail (exam re-sit)
F	31-33% (very poor result)	3 (F3)		2 (fail)		F/0 fail	Bad	Failure (repeat course)	Fail (exam re-sit)
F	21-30% (very poor result)	2 (G1)	1	2 (fail)		F/0 fail	Bad	Failure (repeat course)	Fail (repeat course)
F	11-20% (almost no effort)	1 (G2)		2 (fail)		F/0 fail	Bad	Failure (repeat course)	Fail (repeat course)
F	0-10% (no effort)	0 (H)	1	2 (fail)		F/0 fail	Bad		Fail (repeat course)

The Dissertation (Thesis)

CEERES Master's Thesis Guidelines

Aims

The Master's Thesis is intended to be a focused piece of work that, whilst building upon themes and issues covered in one or several of the course options permits students to develop their own ideas and demonstrate their capacity for original thought and independent research. The Master's Thesis aims to enable students to identify and research particular issues or problems at a deeper level than is possible within assessed essays and to develop a critical analysis of the existing body of academic work relating to their topic of choice. Finally, the Master's Thesis aims to prepare students for further research, study or professional careers through the development of their skills in data collection and analysis, use of original sources and the conducting and writing up of a detailed research project.

Students will benefit both from the specialised knowledge of staff in areas where they have made a particular research contribution and provide a specialised education in the study of Central and East European, Russian and Eurasian Studies in both its empirical and theoretical aspects. Students will also have the opportunity to conduct the Master's Thesis research in the Russian/Central/East European/Eurasian region.

Number of Credits

30 ECTS. 750 hours of workload.

Teaching Methods

Supervision, discussion and analysis, reflection, (research) project.

Intended Learning Outcomes

By the end of the Master's Thesis, you should be able to:

Field-specific skills

- Devise a realistic programme of research into a topic;
- Collect, select and review relevant background literature;
- Identify and gather research data (i.e. from original language sources, memoirs, interviews, the media, archives, government reports);
- Understand and select the appropriate methodology for dealing with sources and data;
- Apply these methods (e.g. historical analysis, content analysis, discourse analysis, questionnaires, interviews, participant observation);
- Organise the data collected and analyse your findings;

Transferrable skills

- Write up an original research report, present research methodology and findings/results to academic and professional audience;
- Be self-critical about your findings and the limitations of your analysis.

IT and the WWW

There is now a great amount of material about Russia, Central and Eastern Europe and Eurasia available on the World Wide Web. The quality, credibility and relevance of individual sites vary enormously and you will need to use your discretion when using material from the internet. Website materials may be used in the Master's Thesis but **must always be as fully referenced as**

traditional sources. Since websites have a habit of disappearing or changing address, you should also cite the date on which you have consulted them. A typical format would be (<http://www.stanu.ru> 21 February 2003).

Library Tutorial Session

There will be a tutorial at the start of the academic session at Tartu University [Year 1, Semester 1] on using library and web-based sources for researching your Master's Thesis.

Choosing your Master's Thesis Topic

Students choose their topic and prepare their initial research proposal within the course of Introduction to Central and East European, Russian and Eurasian Studies, during the first semester.

CEERES Consortium Coordinator and Supervision Arrangements

Masters Theses will be jointly supervised by 2 academics: one from the third mobility partner university and one either from the University of Tartu or University of Glasgow. Within the CEERES Consortium the third degree awarding partner will be the University at which the student spends Semester 3. For example if a student studies at Ilia State University in Semester 3, Ilia State University will be a degree awarding partner along with the Universities of Tartu and Glasgow. The University at which the student spends Semester 3 will be the lead supervisor. In the example given the lead supervisor would be the supervisor from Ilia State University. Dr Heiko Pääbo of the University of Tartu (Heiko.Paabo@ut.ee) is the Consortium Master's Thesis and Mobility Coordinator responsible for the process of finalising topics, allocating supervisors and discussing Year 2 options across the Consortium in full discussion with students.

A student's Master's Thesis topic will almost always determine the final choice of Year 2 mobility and will take into account the fit between the partner institutions' research specialisations and your own research and/or language interests.

Supervision Arrangements, Requirements and Deadlines

Although the majority of the Master's Thesis work will be done during Year 2, at the partner institution, it is vital that students make a solid start, especially with research design, ethics approval process and literature review in the period prior to leaving Glasgow. The Master's Thesis proposal must be submitted by January 27 2020. The proposal will be circulated to Consortium partners to review and indicate which topics they are able to supervise.

Dr Pääbo will confirm names and contact details of supervisors by the end of February 2020. Students should then establish contact with their supervisors for feedback on their initial proposal and to arrange first joint supervision meeting (see below).

Supervision and Reporting

The Master's Thesis supervision process will comprise **six mandatory meetings (for forms see Appendix A)**. Any change of focus must be discussed and agreed by all supervisors.

Year 1

1st meeting: Joint Skype meeting of student and **two** supervisors. It is a requirement that all three participate. It is the responsibility of the student to initiate this meeting by emailing both supervisors. The date will be arranged to suit student and both supervisors and will normally take place during **March, the first week of April the latest**.

2nd meeting: Joint Skype meeting of student and **two** supervisors. It is a requirement that all three participate. It is the responsibility of the student to initiate this meeting by emailing both supervisors. The date will be arranged to suit student and both supervisors and will take place **by the mid- May**.

Students will write a report following both of these supervision meetings which must be agreed by **the two** supervisors.

Year 2

3rd meeting: Joint Skype meeting of student and **two** supervisors. It is a requirement that all three participate. It is the responsibility of the student to initiate this meeting by emailing both supervisors. The date will be arranged to suit student and supervisors but must take **place by mid-October**.

4th meeting: Joint Skype meeting of student and **two** supervisors. It is a requirement that all three participate. It is the responsibility of the student to initiate this meeting by emailing both supervisors. The date will be arranged to suit student and both supervisors and take into account the various partner holiday and exam periods and submission dates and will normally take place **between December and March. The meeting must take place before students leave for any additional mobility**.

Students will write a report following both of these supervision meetings which must be agreed by the **two** supervisors. The Lead Supervisor is responsible for giving the agreed report to their Consortium representative to upload to the Consortium intranet site.

The supervision report form is available on the CEERES Programme Moodle intranet (example – Appendix A).

5th and 6th meetings: to be arranged between student and partner supervisor between March and June. No formal reporting required.

Students are of course also encouraged to keep in touch with both supervisors outside these formal requirements.

IMPORTANT:

Students should be aware of the importance of regular communication with supervisors.

Each partner university has its own set of regulations, guidelines and deadlines for the preparation and submission of your Master's Thesis and oral defence. Full details will be provided in advance by the student's Year 2 supervisor.

Students should be aware that they will NOT BE PERMITTED to submit their final Master's Thesis unless a full draft has been seen and reviewed by their supervisor. The full draft must be submitted by the agreed deadline at each partner – normally around the end of the Spring term. The final Master's Thesis should be submitted by the first Monday of September. The oral defence takes place one month later.

Summary of key dates

DATE	TIME	EVENT
September 21 (TBC)	TBA	Library Tutorial Session
23 October (Semester 1)	TBA	Meeting with the CEERES Consortium partners
27 January (Semester 2)	12.00 GMT	Submission of Master's Thesis Proposal
31 January (Semester 2)		Students' specialisation for UG and Semester 3 mobility track confirmed
By end of February (Semester 2)		Confirmation from Coordinator of Year 2 supervisors
End of June (Semester 4)		Submission of full draft of the Master's Thesis
End of July (Semester 4)		Feedback from the lead supervisors
06 September 2021		Submission of final draft of the Master's Thesis
Within one month from the Master's Thesis submission date		Master's Thesis Review
One-four weeks following submission of Masters thesis		Master's Thesis oral defence

Master's Thesis submission and reviewing dates

Thesis submission deadline is the first Monday of September. Reviewers will take two-three weeks to write a review (comments) and assign a grade. Oral defence takes place approximately one month after thesis submission and the final date will be arranged by your third mobility partner.

Master's Thesis Submission Procedures

Ethics

The University of Glasgow requires that all research involving human participants or human data or material is subject to ethical review. This may affect work that students do for their Master's Thesis or for other assessments, or indeed for work that is not assessed. It affects any work where students undertake interviews, questionnaires, survey work, participant observation or any other form of original research involving people. In these cases, staff are responsible for ensuring that ethical approval has been obtained.

So if you plan to undertake any form of research involving people for your Master's Thesis you must apply for ethical approval through the School Ethics Forum <http://www.gla.ac.uk/schools/socialpolitical/studentinfo/researchethics/>. **You must get approval before starting work and this means applying well in advance.** It is your responsibility to ensure that you have acquainted yourself with the ethics guidelines and approval procedures, that you have discussed the implications of your research plans with your Master's Thesis supervisor and that you submit your application for ethical approval in good time (at least one month ahead of any planned research).

Postgraduate Taught projects with an original research element that involves human participants or the use of non-public datasets are required to obtain ethics approval for their research before commencing data collection. This includes individual student Master's Thesis and small or pilot projects undertaken in the context of a particular taught course.

How to Apply for Ethics Approval

1. Discuss research ethics issues with your supervisor if she/he is from the University of Glasgow
2. **If you do not have a Glasgow supervisor, contact Dr Ammon Cheskin**
3. Download and complete the CSS Ethics Application Form from the University of Glasgow's [College Research Ethics page](#) and ensure that you have included the required supporting documentation (for example: Plain Language Statement, Consent Form, Interview schedule etc.)
4. Send the form to your Glasgow supervisor/Dr Cheskin and ask for the comments. Remember that your supervisor/Dr Cheskin MUST complete the 'Comments from Supervisor' section at Box 1.7 and fill in their name (electronic signature is fine) at Box 6.
5. Your supervisor must submit the application by email for you:
 - **Postgraduate:** socpol-pgt-ethics@glasgow.ac.uk

If you need help or are not sure what to do, **please ask!** Talk to your research supervisor if they are from the University of Glasgow, or to Dr Ammon Cheskin.

It is your responsibility to find out if there are any additional ethical approval procedures that you need to comply with at your partner university, but you MUST fulfil these University of Glasgow requirements in any case.

Master's Thesis Conditions and Style

- Master's Theses should be between 20,000 and 25,000 words in length (excluding abstract contents bibliography and appendices).
- Footnotes and appendices may be included where relevant but should not be used as a way of avoiding stipulations about word length.
- The cover page of the Master's Thesis must state the title and word length of the Master's Thesis, your matriculation number and the year of submission. The degree titles of three universities at which you have studied should also be clearly stated (e.g. Master of Arts in Social Sciences (Central & East European, Russian & Eurasian Studies), International Master in Central & East European, Russian & Eurasian Studies, Master of Caucasian Studies).
- There should be a contents page at the front and a properly referenced bibliography at the end. Please see Appendix B.
- You must use a single and recognised form of referencing throughout the Master's Thesis. If you are in any doubt about how to reference sources you should consult with your supervisor early in the Master's Thesis process.
- Use of original language sources in the Master's Thesis – in so far as this is applicable to the research topic - is **strongly encouraged** and will be taken into account when determining the final mark.
- The Master's Thesis must be paginated, word processed in point 12 with a minimum 1.5 line spacing and submitted in a reasonably solid file or binder.

There is no formal requirement for the organisation of your Master's Thesis's content, though typically there is:

- An introduction stating the topic and exploring its significance
- A literature review and/or conceptual/theoretical section
- A section or chapter on methodology
- A report and analysis of your findings - including primary data and/or original language sources
- A conclusion in which you reflect on your findings and their impact on the topic

Master's Thesis Submission

Students will submit their Master's Thesis by the first Monday of September. **In addition an electronic copy in pdf format should be sent** to clair.clarke@glasgow.ac.uk at the same time as submitting at the partner university. Students should also submit **Non-exclusive Licence** (see annex D), so that the University of Tartu uploads all MA theses in DSpace.

Students must adhere to the specific regulations set out in their third partner university for the submission of dissertations. This information will be available to them upon arrival at their third mobility partner.

Extensions

- Students should refer to the School's Coursework Extension Policy which, available on the Postgraduate Common Room Moodle. Any student wishing to apply for an extension must complete Form A and send by email along with supporting documentation. Staff may grant a short extension up to an absolute maximum of five working days.
- **Where an extension of more than 5 working days is required**, students must show 'good cause of illness or other adverse personal circumstances affecting their studies'. In such cases students should submit a good cause extension request via MyCampus
- **You should note that failure to submit by the relevant thesis deadline may jeopardise the possibility of graduating in the final semester.**
- If, due to adverse personal circumstances, students are unable to complete the dissertation by the set deadline, they will have to reregister for another year of study. This will incur additional cost of 750 Euro. If the dissertation is completed in this additional year, the student will graduate in winter 2022.

Problems

If you are experiencing any problems with your work that you feel you cannot take up with your supervisor, then you may discuss them with the Postgraduate Convener or with the Head of CEERES, where appropriate.

Master's Thesis Defence

Master's Thesis committees will be comprised of representatives from the third mobility institution and one representative each from the University of Tartu and the University of Glasgow. The defence will take place at the third mobility university; Glasgow and Tartu representatives will either come in person or participate via skype.

Master's Thesis Review

Three reviewers are assigned to each thesis: one from the third mobility university and one each from the University of Glasgow and the University of Tartu. Reviewers have two-three weeks to write their review (comments) and assign a grade. If one of the dissertation supervisors comes from Glasgow, he/she also serves as a reviewer (in accordance with Glasgow's regulations). If one

of the dissertation supervisors comes from Tartu, the reviewer from Tartu has to be a different person (in accordance with Tartu's regulations). The third mobility reviewer will be assigned according to the regulations of the third mobility university.

Your Master's Thesis will be marked jointly by the Master's Thesis reviewers and the defence board.

The Final score is calculated based on the following components:

Components	Weighting
• Glasgow reviewer	25% of final grade
• Tartu reviewer	25% of final grade
• Third mobility reviewer	25% of final grade
• Oral defence	25% of final grade

Assessment Criteria

Reviewer's assessment is done according to the criteria and rubrics outlined in Appendix C 1.

The Oral defence is assessed according to the following criteria:

Content assessment Criteria

Problem Outline, Research Goals and Objectives, Hypothesis

Research Methodology

Data analysis and interpretation

Coherence, Argumentation and Research Outcomes

Presentation assessment criteria

Organization of the Presentation

Discussion, responding to questions

Recommended Reading

You may find the following guides to doing and writing up Master's Thesis useful. They are all in GUL

Allen, G. (1987) *The Graduate Students' Guide to Theses and Master's Thesis*, San Francisco, London: Looney-Bass.

Anderson, J. (1998) *Assignment and Thesis Writing*, Brisbane: Wiley.

Becker, H. (1998) *Tricks of the Trade: How to Think About Your Research While You're Doing It*, Chicago: University of Chicago Press.

Piantanida, M. (1999) *The Qualitative Master's Thesis: A Guide for Students and Faculty*, Thousand Oaks: Corwin Press.

Rudestam K. (1992) *Surviving your Master's Thesis*, London: Sage.

Taylor, G. (1989) *The Students' Writing Guide for the Arts and Social Sciences*, Cambridge: Cambridge University Press.

Turabian, K. (1987) *A Manual for Writers of Research Papers, Theses, Master's Thesis*, London: Heinemann.

Watson, G. (1987) *Writing a Thesis: A Guide to Long Essays and Master's Thesis*, London: Longman.

Wolcott, H. (1990) *Writing Up Qualitative Research*, London: Sage.

Appendix A

International Master in Central and East European, Russian and Eurasian Studies

Record of Supervision Session

Student:

Supervisor:

Date of Meeting:

Main Issues Discussed:

Guidance/ Advice Received:

Course of Action to Next Meeting:

Date/Time of Next Meeting:

Signed
Supervisor:

Student:

Appendix B

Plagiarism

Plagiarism is a serious issue. Students who are found to have plagiarised work will be forced to retake whole modules, and in some cases, semesters. In extreme cases, they may be removed from the programme altogether. It is important to read the following information so that you are familiar with the definitions of plagiarism and how to avoid it.

All academic awards and grades are given in recognition of a student's personal achievement. All work submitted by students for assessment is accepted on the understanding that it is the student's own effort.

Plagiarism is defined as the submission or presentation of work, in any form, which is not one's own, without acknowledgement of the sources. Plagiarism includes inappropriate collaboration with others. Special cases of plagiarism can arise from a student using their own previous work (termed auto-plagiarism or self-plagiarism). Self-plagiarism includes using work that has already been submitted for assessment at any previous university or for any other academic award.

The incorporation of material without formal and proper acknowledgement (even with no deliberate intent to cheat) can constitute plagiarism. Work may be considered to be plagiarised if it consists of:

- a direct quotation;
- a close paraphrase;
- an unacknowledged summary of a source;
- direct copying or transcription.

With regard to essays, reports and dissertations, the rule is: if information or ideas are obtained from any source, that source must be acknowledged according to the appropriate convention in that discipline; and any direct quotation must be placed in quotation marks and the source cited immediately. **Any failure to acknowledge adequately or to cite properly other sources in submitted work is plagiarism.** Under examination conditions, material learnt by rote or close paraphrase will be expected to follow the usual rules of reference citation otherwise it will be considered as plagiarism.

Please note: software systems such as Turnitin and Urkund will be used during your studies. These programmes check work for plagiarism by examining an extensive corpus of online texts and previously submitted materials. Students will have to comply with the individual requirements of each university to use such software. Further information will be provided by the relevant institution.

The golden rule to avoid plagiarism is to include references. If you use a direct quotation, include quotation marks and a full citation (see reference guide below). If you are paraphrasing an idea, include a citation immediately after presenting the idea. Finally, do not reproduce your own work that has been used in previous assignments without substantial modification.

Appendix C

Guide to referencing and bibliographies

Two systems for referencing sources used in your essays, presentations and other written work are explained in this guide: the author, date system and the use of footnotes or endnotes. Central and East European Studies recognises both systems, but you should choose one and use it consistently in each piece of work. Whichever system you use, you should provide a reference immediately after any direct quote, paraphrasing of another author's argument, reference to a published opinion or debate, or piece of data taken from a specific source. Please refer to your general course guides for further information on and sanctions for plagiarism.

The author, date referencing system

This system integrates a reference to the author and date of a source into the text, pointing to a full bibliography at the end of your work. It has the advantage that your reader does not have to keep looking to the bottom of the page, or the end of your essay to see what source you are referring to and it leaves footnotes/endnotes free for additional comments or pieces of information not directly relating to your argument.

This system always refers to the actual author of a chapter or article not to the editor of a published work and this is reflected in the bibliography, see below e.g. (Kiblitckaya 2000). If there are two references by the same author in the same year use: a, and b, to distinguish e.g. (Hill, 2000a). For works with two authors use both surnames e.g. (Yanowitz and Silverman, 1999), for those with three or more use (Bridger et al, 1996). Where you are citing a quote or a piece of data that is already a citation in the text you are reading you should reference it in your text as (Lenin 1977: 85, cited in Buckley 1989: 25), your bibliography then only need include the source you actually read, i.e. in this case Buckley.

In the overwhelming majority of cases this reference should provide a page number as well as author and date, unless the reference is to an argument running through the whole work referenced. Page numbers are given as part of the in-text reference and do not need to be included in the bibliography, except for newspaper/magazine articles.

Ibid. and op cit. Are not used in this system. Each time you refer to a work you should include a reference to the author, date and page, even if you have already made reference to the same work previously.

Web based references

If you are referring to a web based publication with a given author and title you should use these for your reference (Pilkington, 1999). If there is no author, title or date available, for example if it is a website from which you have gained statistical data for example give a shortened version of the site (www.cbr.ru) with full information, including date accessed, in the bibliography, see below.

Examples of using the Author, date system.

Direct quote:

The 'political process model' of social movement development posits that, 'before they dawn, social movements must ... have achieved a critical mass of individuals who recognise that the discrimination or oppression they are experiencing is a systemic, or political, problem, not a personal one, and that the rectification of the injustice is possible' (Sperling 1999: 44)

Paraphrased argument or facts taken from a published source:

Russian women have shown great courage and ingenuity in developing flexible survival strategies for themselves and their families and adapting to new demands and circumstances (Kiblitckaya 2000; Bridger et al, 1996).

Social organisations such as the network of women's councils functioning under the auspices of the Soviet Women's Committee also attempted to access goods and services for their members and to help families with many children, single parents, elderly women and others in difficult circumstances (Browning 1992: 106-9)

Data taken from a published source:

On the basis of ILO methodology statistics, reported by the central bank of Russia on its website there were 7 million unemployed in 2000 (www.cbr.ru)

Citing a citation

Lenin observed that 'you cannot draw the masses into politics without drawing women into politics as well', (Lenin 1977: 85, cited in Buckley 1989: 25)

Bibliography:

Books

1. Name of author(s), surname first then initial, and ordered alphabetically
2. Date of publication, (in brackets)
3. Title of book, underlined
4. Place of publication
5. Publisher

Bridger, S., Kay, R. and Pinnick, K. (1996) No More Heroines? Russia, Women and the Market, London: Routledge.

Buckley, M. (1989) Women and Ideology in the Soviet Union, London: Harvester Wheatsheaf.

Sperling, V. (1999) Organizing Women in Contemporary Russia: Engendering Transition, Cambridge: Cambridge University Press

Chapters in books

- Name of author(s) of chapter, surname first then initial, and ordered alphabetically
- Date of publication, (in brackets)
- Title of chapter, 'in single-quotation marks'
- Editor(s) of book, as in J. Bloggs (ed.)

- Title of book, underlined
- Place of publication
- Publisher

Browning, G. (1992) 'The zhensoveti revisited', in M. Buckley (ed.) Perestroika and Soviet Women, Cambridge: Cambridge University Press.

Kiblitckaya, M. (2000) 'Russia's female breadwinners: the changing subjective experience', in S. Ashwin (ed.) Gender, State and Society in Soviet and Post-Soviet Russia, London: Routledge.

Articles in journals, newspapers etc.

- I. Name of author(s), surname first then initial, and ordered alphabetically
- II. Year of publication, (in brackets)
- III. Title of article, 'in single-quotation marks'
- IV. Title of newspaper, underlined
- V. Date of issue
- VI. Page number

Hill, D. (2000a) 'In search of New Dad', The Guardian, G2, 14 June, p. 8

Hill, D. (2000b) 'Tummy trouble', The Guardian, G2, 20 June, p. 8

Volkov, V. (1999) 'Violent Entrepreneurship in Post-Communist Russia', Europe-Asia Studies, Volume 51, Number 5, July

Web sites

- a. Title of website
- b. Full web address
- c. Date consulted

Central bank of Russia website,

www.cbr.ru/eng/statistics/credit_statistics/print.asp?file=macro_00_e.htm, consulted on 15.1.03

OR

- a. Name of author(s), surname first then initial, and ordered alphabetically
- b. Date of publication
- c. Title of article 'in single-quotation marks'
- d. Full web address
- e. Date consulted

Pilkington, H. (1999) 'Looking West? Youth and cultural globalisation in post-Soviet Russia', <http://www.bham.ac.uk/crees/H.A.Pilkington/workshop/basees1.htm>, consulted on 1.12.01

Footnotes or Endnotes

This system has the advantage that in-text references are more discrete, simply taking the form of a footnote or endnote. You must however still provide a full bibliography at the end of your work, listing all the sources you have footnoted references to, in alphabetical order and providing full biographical details as explained below.

As with the author, date system, you must ensure that you provide proper references for paraphrased arguments or facts taken from a published source; for data taken from published sources; and when citing a citation, as well as for direct quotations. See above for detailed examples.

First References

The first time a work is mentioned in a footnote or endnote the reference should be in its complete form; that is, it should include the following elements:

For a book:

1. Name of author(s)
2. Title of book - underlined
3. Place of publication
4. Publisher
5. Date of publication
6. Page number(s)

M. Buckley, Women and Ideology in the Soviet Union, (London: Harvester Wheatsheaf, 1989), p. 50.

For a chapter in a book

- a. Name of author(s) of chapter
- b. Title of chapter – ‘in single-quotation marks’
- c. Editor of book
- d. Title of book – underlined
- e. Place of publication
- f. Publisher
- g. Date of publication
- h. Page number(s)

G. Browning, 'The zhensoveti revisited', in M. Buckley (ed.) Perestroika and Soviet Women, (Cambridge: Cambridge University Press, 1992), p. 28.

For an article in a journal:

- a. Name of author(s)
- b. Title of article - in single quotation marks
- c. Name of journal - underlined
- d. Volume number
- e. Date of volume
- f. Page number(s)

N. Smith, 'The Role of the Russian Freemasonry in the February Revolution: Another Scrap of Evidence', Slavic Review, Vol.27, No.4 (1968), p. 604.

For a newspaper article:

- a. Title of newspaper - underlined
- b. Date of issue
- c. Page number

The Times, 3 March 1917, p. 2.

For Web sites

- a. Title of website
- b. Full web address
- c. Date consulted

Central bank of Russia website,

www.cbr.ru/eng/statistics/credit_statistics/print.asp?file=macro_00_e.htm, consulted on 15.1.03

OR

- I. Name of author(s),
- II. Title of article 'in single-quotation marks'
- III. Date of publication (if given)
- IV. Full web address
- V. Date consulted

Pilkington, H. 'Looking West? Youth and cultural globalisation in post-Soviet Russia', (1999)

<http://www.bham.ac.uk/crees/H.A.Pilkington/workshop/basees1.htm>, consulted on 1.12.01

Second or Later References

When a work has been cited in complete form, later references can be made to it in an abbreviated version, for example, by mentioning the author's name and the relevant page(s). If this could lead to some ambiguity, for example if you have referenced several works by the same author, then the author's name and a shortened title can be given.

E.g.

Buckley, p. 67.

OR

Buckley, Women and Ideology, p. 67.

Note: Some authors use various other terms to refer to works which have been given previously in their full form. You need to be able to recognise and understand these, but should use the system described above yourself.

These include:

Ibid. = a reference to the last-named book, journal, etc.

loc. cit. = an identical reference to the previous one

op. cit. = a work already quoted (but not an identical reference).

Appendix D

IntM CEERES Student Calendar

Year 1, semester 1 at the University of Tartu

DATE	TIME	EVENT
26-30 Aug 2019		Start of International Orientation Week
26-27 Aug 2019		Information meeting for CEERES students
02 Sept 2019	TBC	Johan Skytte Institute of Political Studies opening event
02 Sept 2019	Various	Start of Semester 1 teaching
23 Oct 2019	TBC	Meeting with Consortium Multiple Degree partners
31 Oct 2018		Deadline for choosing year 1, semester 2 course options
20 Dec 2019		End of Semester 1 teaching

Year 1, semester 2 at the University of Glasgow

DATE	TIME	EVENT
13 Jan 2020		Start of semester 2 teaching
27 Jan 2020	12.00 GMT	Deadline for students to submit draft dissertation proposal
27 March 2020		Final day of semester 2 teaching
27 April – 22 May 2020		Examination period (for language options)
22 May 2020		Deadline for contacting Dr Heiko Pääbo to request a 4 th mobility
23-30 May 2020		Summer school (research methods and Professional Skills Programme)

Year 2, semester 1 at Third Mobility Partner University

All semester dates, including dates for exams and oral defences of dissertations will be confirmed and communicated to students in 2020.

- **Late October/early November 2021 – Communication of EM IMRCEES students' final degree results**
- **Late November/early December 2021 – Official Graduation Ceremony at the University of Glasgow**
- **Late June 2022 – Official Graduation Ceremony at the University of Tartu**

Appendix E

Dissertation Feedback and Marking Form

Course Name	CEERES Dissertation
Student No.	
Dissertation Title	

MARK FOR WRITTEN COMPONENT

<p>Reviewer 1</p> <p>Select University</p> <ul style="list-style-type: none"> Mark according to institution's scale Converted to UoG scale Select mark 	<p>Reviewer 2</p> <p>Select University</p> <ul style="list-style-type: none"> Mark according to institution's scale Converted to UoG scale Select mark 	<p>Reviewer 3</p> <p>Select University</p> <ul style="list-style-type: none"> Mark according to institution's scale Converted to UoG scale Select mark
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MARK FOR ORAL DEFENCE

<p>Agreed Mark</p> <p>Select University</p> <ul style="list-style-type: none"> Grade according to institution's scale Converted to UoG scale Select mark

AGREED FINAL MARK

<p>Late Submission Penalty</p> <p>no penalty</p>	<p>Agreed Final Mark</p> <p><i>(Subject to approval by External Examiner)</i></p> <p>Select mark</p> <p><i>(Final mark is calculated as the combined average of the scores from the three reviewers and the oral defence)</i></p>
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DISSERTATION FEEDBACK

Assessment Criteria	Rating
A. Structure and Development of Answer	
This refers to your organisational skills and ability to construct an argument in a coherent and original manner	
<ul style="list-style-type: none"> <i>Originality of topic</i> 	Excellent
<ul style="list-style-type: none"> <i>Coherent set of research questions and/or hypothesis identified</i> 	Excellent
<ul style="list-style-type: none"> <i>Appropriate methodology and evidence of effective organisation of work</i> 	Excellent
<ul style="list-style-type: none"> <i>Logically structured argument and flow of ideas reflecting research questions</i> 	Excellent
<ul style="list-style-type: none"> <i>Application of theory and/or concepts</i> 	Excellent
B. Use of Source Material	
This refers to your skills to select and use relevant information and data in a correct manner	

