CURRICULUM 2012

Master in Anthropology and People-Centred Business
1 PREAMBLE ....................................................................................................................3
  1.1 Approval ...................................................................................................................3
  1.2 Authority ..................................................................................................................3

2 THE PROGRAMME’S OBJECTIVE, COMPETENCE PROFILE, ETC.....................................3
  2.1 Objective ...................................................................................................................3
  2.2 Competence profile ...................................................................................................4
  2.3 Prescribed period of study and activity requirements ..................................................5
  2.4 Admission requirements ...........................................................................................6

3 THE CONTENT AND ACADEMIC PROFILE OF THE PROGRAMME..................................6
  3.1 The overall content of the MSc programme ...................................................................6
  3.2 Modules ....................................................................................................................7
  3.3 Elective courses .........................................................................................................7
  3.4 Project oriented courses ...........................................................................................7
  3.5 Description of each course in the MSc programme .......................................................7
  3.6 Study abroad .............................................................................................................7
  3.7 Alternative academic programme ..............................................................................8

4. EXAMINATIONS .............................................................................................................9
  4.1 General information about exams ...............................................................................9
    4.1.1 Registration and withdrawal ...............................................................................9
    4.1.2 Re-examination ..................................................................................................9
    4.1.3 Rules for re-examinations for the particular examinations ...................................9
    4.1.4 Academic assessment ......................................................................................10
    4.1.5 The examination language ...............................................................................10
    4.1.6 Examination attempts .....................................................................................10
    4.1.7 Special examination conditions .......................................................................10
  4.2 Oral examinations .....................................................................................................10
  4.3 Written assignments ................................................................................................11
    4.3.1 Use of computers at written exam ...................................................................11
    4.3.2 Individual and group examinations ..................................................................11
    4.3.3 Form and Language Requirements ................................................................12
  4.4 The master’s thesis ..................................................................................................12
    4.4.1 Topic approval and submission deadlines for the master’s thesis .....................13
  4.5 Examinations for each course ...................................................................................13
  4.6 Plagiarism and cheating at examinations ................................................................13
  4.7 Examination appeals ...............................................................................................14

5 MISCELLANEOUS REGULATIONS ..................................................................................16
  5.1 Enrolment ..................................................................................................................16
  5.2 Withdrawal of enrolment ..........................................................................................16
  5.3 Leave ........................................................................................................................16
    5.3.1 Parental leave ..................................................................................................17
  5.4 Changing study programme and transfers .................................................................17
  5.5 Credit ........................................................................................................................17
  5.6 Exemption ................................................................................................................18
5.7 APPEALS PROCEDURE.............................................................................................................. 18
5.8 MASTER’S DIPLOMA .................................................................................................................... 18
5.9 DIGITAL COMMUNICATION BETWEEN THE UNIVERSITY AND STUDENTS ......................... 19
5.10 4+4-Ph.D. PROGRAMME ........................................................................................................... 19

6 COURSE CATALOGUE .................................................................................................................... 20

6.1 GRAPHIC OVERVIEW OF THE MSc IN ANTHROPOLOGY AND PEOPLE-CENTRED BUSINESS .... 20
6.2 FIELD METHODS WITH FIELDWORK SYNOPSIS ....................................................................... 20
6.3 CONTEMPORARY ANTHROPOLOGICAL THEORY ........................................................................ 21
6.4 ANTHROPOLOGY AND PEOPLE-CENTRED BUSINESS I: THEMES AND TOOLS ....................... 22
6.5 FIELDWORK WITH FIELD REPORT ........................................................................................... 23
6.6 ANTHROPOLOGY AND PEOPLE-CENTRED BUSINESS II: THEORY AND TRANSLATION ............ 23
6.7 OPTIONAL ANTHROPOLOGICAL COURSES ................................................................................. 24
6.8 ANTHROPOLOGICAL ANALYSIS .................................................................................................. 25
6.9 MASTER THESIS ........................................................................................................................... 26

7. COMMENCEMENT .......................................................................................................................... 27
1 PREAMBLE

1.1 Approval
This curriculum was approved by Dean Troels Østergaard Sørensen on 6/7-2011

1.2 Authority
The curriculum has been drawn up under the authority endowed by executive order no. 814 of June, 2010 on bachelor and graduate programmes at Danish universities (the executive order on study programmes), executive order no. 233 of March 24, 2011 on admission, etc. for bachelor and master's programmes at Danish universities (the executive order on admission), executive order no. 857 of July, 2010 on university examinations (the executive order on examinations), and by executive order no. 250 of March 15, 2007 on the grading system and other forms of assessment (the executive order on the grading scale).

2 THE PROGRAMME’S OBJECTIVE, COMPETENCE PROFILE, ETC.

2.1 Objective
The purpose of the MSc Programme in Anthropology and People-Centred Business is:

a) to provide students with advanced knowledge of the anthropological field of study, an in-depth understanding of anthropological theory and methodology, and comprehensive practical experience in the gathering and analysis of empirical data

b) to train students to conduct complex anthropological surveys, which entail defining a problem, identifying relevant data, making methodological choices, continuously revising the academic focus and methods over the course of the survey, and presenting the empirical data in a clear and analytical summary

c) to train students to generate and analytically process comprehensive empirical material, including both qualitative and, to a lesser extent, quantitative data

d) to provide students with an in-depth understanding of market and business-related topics from an anthropological perspective, as well as a profound knowledge of central themes related to business, such as formal and informal organisation, personnel and management relations, marketing, production and distribution, users/consumers and usage/consumption.

e) practical experience with applying anthropological competences and insights to an international business context

f) to qualify students for jobs in the private business sector, public-sector administration,
consultancy work, research and applied research – including development, co-ordination and communications work

g) to qualify students to continue with higher education, including a PhD programme.

Graduates are awarded the title cand.scient.anth or Master of Science (MSc) in Anthropology and People-Centred Business.

2.2 Competence profile

The MSc in Anthropology and People-Centred Business at the University of Copenhagen builds on and further develops the knowledge, skills and competences acquired through BSc in Anthropology programmes or related study programmes.

Through highly qualified teaching and supervision, the MSc programme provides students with knowledge about anthropological theories, within the context of the history of anthropology and scientific theory. Further, it addresses the theories' potential practical applications in empirical research. In addition, the programme covers anthropological methodology, with particular focus on the ability to adopt critical and reflective positions on the epistemological, ethical and academic implications of methodological choices within a given field of study.

Anthropology and People-Centred Business is a business related programme that gives students a specialized training in applying anthropology on and for the business-world. The programme draws on the institute’s comprehensive and well-established research and education programmes in applied anthropology, known for its ability to combine an investigative and critical approach resulting in constructive output. The programme provides students with in-depth analytical and theoretical knowledge about those parts of the business world in which anthropological skills in particular are in demand, enabling graduates to contribute through a solid academic foundation with innovative anthropological insights of practical relevance for the business world. Graduates thus have advanced knowledge on central business-related factors and relations, including business relations in different countries and cultures. They will also acquire knowledge of conditions for production and sales, enabling them to contribute to creating new connections and markets.

The coursework is designed to ensure that students gain in-depth knowledge of anthropological project planning, with particular focus on anthropological fieldwork that will form the basis for his/her master's thesis. Particular emphasis is placed upon acquiring ethnographic knowledge about the specific area in which the fieldwork is to take place, selecting relevant methodology, and gaining theoretical insight related to the thesis.

In the course of the MSc programme, students acquire the knowledge required to apply anthropological methods: They acquire the skills to evaluate the suitability of methods in relation to a given project including its ethical considerations; they are able to independently plan and carry out a major
Students gain the ability to relate critically to their methodological and theoretical choices and are able to critically evaluate the field-conditions that may influence data-generation. They are also able to adopt an open approach to the solution of a given problem, and can adapt formulations of the problem and develop new methods where appropriate.

Students also learn to structure and communicate their research related arguments in a professional and dynamic manner.

The MSc programme endows students with comprehensive regional, methodological, theoretical and analytical competences. A Master of Anthropology is able to formulate field- and research questions, select relevant anthropological methods for the collation of data, conduct empirical research and select and incorporate relevant theory in the analysis of empirical material. They are able to structure the collected material and communicate their analytical results clearly and precisely. Having honed their ability to plan, conduct and communicate research, a Master of Anthropology is able to contribute to research, project and communications work dealing with the social and cultural aspect of human life.

The MSc programme provides students with the competences to interpret local, regional and global cultural practices. When faced with complex and unpredictable situations, a Master of Anthropology has the ability to analyse different parties’ perspectives and the rationales behind their actions. These competences make it possible for graduates to shed new light on chronic or intractable problems, leading to new and more sustainable approaches within a given field.

2.3 Prescribed period of study and activity requirements

The MSc in Anthropology and People-Centred Business is prescribed to 120 ECTS, corresponding to two years of full-time study, according to the executive order on study programmes §17, section 1. The programme consists of a total of 9 courses which are designed to inculcate a broad spectrum of academic qualifications within a defined anthropological subject.

According to the activity requirements for the programme, all students must pass a minimum of 30 ECTS per academic year. Students who do not comply with the activity requirements for a period of two consecutive academic years may have their registration withdrawn. Before any registration is withdrawn, the student concerned will be offered guidance, for the purpose of devising an individual strategy for fulfilling these requirements. An exemption from this rule may be granted under special circumstances.

Students must also comply with any other general activity requirements prescribed by the University of Copenhagen.

Students are similarly obliged to comply by University and department rules regarding compulsory deadlines for the submission of theses, which are described in §19, section 6 and 7 of the executive order on study programmes, and §14, section 3 and 4 in the executive order on examinations.

(See also 5.2 Withdrawal of Registration and 4.4.1 Approval of Subject and Deadline for Submission)
for master's thesis in this curriculum)

2.4 Admission requirements

Applicants to the MSc programme must have completed a bachelor degree in anthropology or its equivalent, in order to be considered for admission, according to the executive order on study programmes §9, section 1 and 2. The bachelor degree must be completed before the commencing the MSc programme. Every application will be individually assessed.

When assessing the bachelor’s degrees in anthropology the Admissions Board will require:
- that the bachelor’s degree consists of a minimum of one and a half years (90 ECTS) of anthropology courses.
- that the bachelor’s degree includes introductory courses in anthropology, especially introduction to history of anthropological theory and courses in anthropological methodology
- Scandinavian applicants (including Danish applicants) are required to document proficiency in English corresponding to at least English B level; cf. Section 11 of the Danish Ministerial Order on Admission at Universities. Applicants from outside of Scandinavia who speak or write English as a second language must pass the IELTS test with a score minimum of 6.5, or the TOEFL IBT Test with a minimum score of 83 or a minimum of 560 in the paper based test; cf. Section 11(2) of the Danish Ministerial Order on Admission at Universities

When applying for the MSc programme applicants must also hand in a statement of purpose describing their reasons for applying for admission as well as a preliminary project description for the applicant’s fieldwork and master’s thesis.

Every year only 15 students will be admitted at the MSc Programme in Anthropology and People-Centred Business. When selecting these students the assessment committee will focus on academic achievements and the statement of purpose.

3 THE CONTENT AND ACADEMIC PROFILE OF THE PROGRAMME

3.1 The overall content of the MSc programme

The MSc in Anthropology builds upon the knowledge and insight acquired by students on the BSc in Anthropology.

According to executive order on study programmes §21, the programme consists of core subjects reflecting the programme's particular academic objective and design, corresponding to 105 ECTS (of which the master's thesis constitutes 30 ECTS) and elective courses (subjects) corresponding to a total of 15 ECTS.

The programme's core subjects (courses)
Subject element 1: Field Methods with Fieldwork Synopsis, 12.5 ECTS
Subject element 2: Anthropology and People-Centred Business I, 7.5 ECTS
Subject element 3: Field report, 30 ECTS
Subject element 4: Anthropological analysis, 7.5 ECTS
Subject element 5: Anthropology and People-Centred Business II, 7.5 ECTS
Subject element 6: Contemporary anthropological theory, 10 ECTS
Subject element 7: Master's Thesis, 30 ECTS

The programme's elective subjects (courses) are:
Subject element 9: Two optional anthropological courses, 2x7.5 ECTS, according to the department’s varying course program.

3.2 Modules
According to the executive order on study programmes §6, section 2, the modular structure of the programme is designed to provide students with overall academic qualifications within a prescribed timetable, which is defined in terms of ECTS points. All courses at the Department of Anthropology is subject to a modular structure.

3.3 Elective courses
During the second year of the programme, students must choose two optional anthropological courses, as a supplement to the otherwise prescribed curriculum. These courses are open to both Graduate and Bachelor students. Graduate students take the compulsory syllabus of 500 pages, as well as a further 200 pages of literature of their own choice.

3.4 Project oriented courses
Fieldwork or an internship is an integral part of the curriculum and takes place during the second semester of the MSc programme, according to the executive order on study programmes §22 and the guidelines detailed in the fieldwork synopsis. A report is submitted following the fieldwork or internship. See also 6.2.2 (in the course catalogue) and the course descriptions, which can be found on the department’s homepage and intranet for students.

3.5 Description of each course in the MSc programme
For a detailed description of each of the MSc programme's courses, see section 6 of the Course Catalogue and the course descriptions, which can be found on the department’s homepage and intranet for students.

3.6 Study abroad
It is possible to study abroad as a student enrolled in the MSc programme. However, students must be aware that only courses corresponding to a maximum of 30 ECTS may be taken a university abroad,
not including fieldwork/internship.

Credits for courses taken at universities abroad are only transferable if the content of the course in question is consistent with a corresponding course from the MSc programme, according to §28, section 1 of the executive order on study programmes.

Read more on the Departments intranet for students

3.7 Alternative academic programme
The courses must be completed in the order predetermined in the curriculum (see section 6 in the Course Catalogue). Students who wish to change the order, in which they take courses, must seek an exemption from the Board of Studies.
4. EXAMINATIONS

The objective of the examination is to assess whether, and to what extent, the students’ capabilities comply with the aims stipulated in the curriculum, accordance with the executive order on examinations §2, section 1.

4.1 General Information about Exams

4.1.1 Registration and Withdrawal

Students are automatically registered for the appropriate examination when they register for a course. Initial course registration counts as the first examination attempt, unless the registration is withdrawn on time or the student cannot complete the examination due to sickness, according to the executive order on examinations §14, section 1–4. Deadlines for withdrawal of registration are set by the Department of Anthropology and will normally be announced when the student registers.

4.1.2 Re-examination

Students who do not pass an examination or who fail to attend due to illness, will be offered and have the right to a re-examination, according to the rules in §18, section 1 of the executive order on examinations.

Students must participate in the examination in order to be eligible for re-examination (not students who fail to attend due to illness). Students must register for re-examinations.

Re-examinations may be administered differently from the ordinary examination. This is, however, not the case for the master’s thesis, cf. §18, section 4 of the executive order on examinations.

Students who are unable to take part in an examination due to illness must inform the student administration before the ordinary examination takes place. As soon as possible, preferably before the ordinary examination, they must submit documentation of the illness, provided by a medical doctor. This documentation should be submitted to the student administration at the Department of Anthropology. Upon recovery from the illness, the re-examination date will be set according to the relevant rules. Should the student become ill during the examination period, documentation of the illness must be submitted as soon as the student is able to provide the above stipulated documentation.

4.1.3 Rules for re-examinations for the Particular Examinations

For the rules governing re-examination for each course/subject, see section 6 of the Curriculum under “Course Catalogue.” The full Course Descriptions can be found on the department’s homepage and intranet for students.
4.1.4 Academic Assessment
An examination has been successfully completed when the assessment “Pass”, “Approved” or the grade 02 or higher is awarded. Examinations that have been passed cannot be re-taken again, according to the executive order on examinations §13.

Examinations take place at the conclusion of each course or during the course. See section 6 of the Curriculum (Course Catalogue) for detailed descriptions of the individual courses and which type of examination and grading, apply in each instance.

Examinations are assessed either internally or externally. Internal examinations are assessed either by the examiner alone, or by the examiner and an assessor appointed from among the department's academic staff. External examinations are assessed by an internal examiner and one or more external examiners appointed by the Ministry of Science, Technology and Innovation, according to the executive order on examinations §20, section 3. You can see whether the examinations are assessed internally or externally in the Course Descriptions, which can be found on the department’s homepage and intranet for students.

4.1.5 The Examination Language
Examinations are taken in English. The University can grant an exemption for this rule.

If the student choose to take courses in another language than English (for instance an optional anthropological course in Danish), then the examination will be in this language or – if possible, and by agreement with the teacher – in English.

4.1.6 Examination Attempts
Students are allotted a maximum of three attempts to pass an examination, according to the executive order on examinations §13, section 2. In special circumstances, the University may grant exemptions and allow extra attempts.

4.1.7 Special Examination Conditions
The University can arrange for special examination conditions for students with physical or mental disabilities. These extraordinary examination conditions must not however, depreciate examination standards, according to the executive order on examinations §7.

4.2 Oral Examinations

Oral examinations function as a discussion between the student and the internal and external examiners. A description of the examination and further information about its specific requirements can be found in the 6.3.3 (“Course Catalogue”) and the full description of courses can be found in the Course Descriptions on the department’s homepage and intranet for students.
Oral examinations are always open to the public.

Oral examinations are to be taken individually. If a project or paper has been produced by several students as a joint endeavour and is to be defended orally, only the student currently being examined may be present in the room, not his or her co-authors. Read more about written group exams in 4.3.1.

4.3 Written Assignments

For more detailed information on the specific examinations, see section 6 (“Course Catalogue”) and the full Course Description which can be found on the department’s homepage and intranet for students.

4.3.1 Use of computers at written exam

According to § 10 of the examination order, the university may establish rules on the use of computers at a written exam. Established rules regarding the use of computer at a written exam will always be published on the Department website.

4.3.2 Individual and Group Examinations

Written papers can be undertaken either individually or in groups with other students. This paragraph explains the rules of group examinations.

Joint written work is permitted providing the contributions made by individual members of the group can be clearly identified by the examiners and individual assessments can be made on the background of these contributions. For group examinations, a separate and individual grade is therefore given to each student.

Furthermore, every student’s contribution must be clearly marked in the paper for instance in the table of contents or in an appendix. The introduction and conclusion, as well as any sub-conclusions and/or summaries, may be written collectively. A maximum of 20% of the assignment must consist of collective parts - the rest must be divided between the individual group members.

When a paper's sections are divided up between the group members, each individual section must make sense on its own so it can be assessed separately by the examiner. It is not possible to write the group's names on, e.g. every fourth section or every fourth sentence. When dividing up the paper’s section please note that each individual contribution will be evaluated according to how well it fulfils the description of aims for the particular examination. The description of aims for each examination can be found in section 6 (the course catalogue).

If individual authorship within a group paper is not clearly ascertainable, the assignment will be rejected by the examiners. As a result, the whole group will have to submit a new assignment. Each submission of the paper counts as one examination attempt.
4.3.3 Form and Language Requirements

Specific rules are prescribed for the length of exam papers. These are outlined in the Course Descriptions, which can be found on the department’s homepage and intranet for students. The length is calculated by the number of keystrokes, including spaces, but excludes the cover page, table of contents, notes and bibliography. The number of keystrokes in an assignment must be stated on the cover page. Deviation by more than +/- 10%, from the stipulated number of keystrokes will be taken into account when assessing the assignment. If the deviation is greater than +/- 20%, the assignment will be automatically rejected and will count as an exam attempt.

Footnotes are not included when counting the keystrokes of an assignment, but the number and relevance of the footnotes will be included in the assessment.

Specific details regarding the language and form requirements for assignments for each course are outlined in the Course Description, which can be found on the department’s homepage and intranet for students.

Central to the assessment of written assignments are:

- clear use of language
- consistent, relevant and precise use of concepts
- correct use of bibliography, footnotes, citations and text formatting (see below)
- correct spelling and punctuation, according to the executive order on examinations, §24, section 1

If other people's or the student's own written work is cited in any way in the assignment, this must be made immediately clear by enclosing quotes in quotation marks and by citing the source in immediate succession to the quote or citation. Read more in 4.6

The Board of Studies has drawn up guidelines for written work, including rules for citation, that cover all assignments submitted to the Department of Anthropology. These guidelines can be found on the department's website.

4.4 The Master's Thesis

The Master's Thesis is the final element in the programme. However, in special cases, students can apply to the Board of Studies for an exemption from this rule, according to the executive order on study programmes, §19, section 5.

Writing and spelling skills are a part of the overall assessment of the thesis, although the academic content will be weighted most heavily, according to the executive order on examinations, §24, section 1. The Board of Studies has the authority to grant exemptions from this regulation for students who are able to document a relevant and specific impairment.
The thesis must include a summary in English. The summary is included in the overall assessment of the thesis.

The thesis must be submitted both in a digital version and a version on paper. More information on this can be found on the Departments website.

*See 4.4.1 and the Course Description for more in-depth descriptions of the requirements for the Master's Thesis. The Course Description can be found on the department’s homepage and intranet for students.*

**4.4.1 Topic Approval and Submission Deadlines for the Master's Thesis**

The Head of Studies must approve the student's choice of topic for the Master's Thesis and set a deadline for its submission, according to the executive order on study programmes, §19, section 6.

Failure to submit the thesis by the deadline stipulated in the above described contract, will count as an examination attempt. The student may then have a second attempt, for which a new thesis contract with a revised problem statement must be drafted within the previously stipulated thesis topic. The new thesis contract must be submitted, at the latest, fourteen days after the original thesis submission deadline. If the deadline is surpassed, the additional time the student uses to rewrite the thesis contract will be subtracted from the allotted three month timeframe, described below. Once the new thesis contract is approved, a new submission deadline is assigned, which will be three months after the approval of the thesis contract. If the student does not deliver the thesis within this deadline, a third attempt may be granted, according to the executive order on examinations, according to the same rules that stipulated the second attempt. Once a deadline has been set for submission, students cannot withdraw, according to the executive order on examinations and later amendments, §27, section 3. Exemptions from the deadline for submissions may be granted in special circumstances by the Board of Studies.

*For further information about the supervisor agreement, look in the Course Description, which can be found on the department’s homepage and intranet for students.*

**4.5 Examinations for each Course**

For a description of examination forms for each course, see section 6 of the Curriculum (Course Catalogue) and the Course Descriptions which can be found on the department’s homepage and intranet for students.

**4.6 Plagiarism and Cheating at Examinations**

Cases of cheating at examinations and plagiarism are dealt with severely and according to the rules for disciplinary measures for students at the University of Copenhagen.

Cheating at examinations includes forgery, plagiarism, nondisclosure (e.g. failing to reveal sources) or
any other deception on the part of the student. Aiding fellow students in cheating at examinations is also a form of cheating and will be disciplined accordingly. Attempts at cheating at examinations are dealt with in the same way as actual cheating at an examination.

The Department of Anthropology stipulates that when quoting others’ or the student’s own previous written works, the source must be cited according to standard bibliographic rules. Failure to do so will be construed as cheating at an examination and will be dealt with according to the rules stipulated above. (For details of bibliographic guidelines at the Department of Anthropology, see the department’s intranet for students) Use of your own previous written work must be limited.

Cases of cheating at examinations will be investigated by the Head of Studies. The Head of Studies is obliged to report cases of cheating and plagiarism to the Dean. Students must sign an affidavit when submitting written work, in order to ensure that all students have understood and accepted the department's rules regarding cheating and plagiarism at examinations.

If the Dean finds that the students have been cheating, he will submit the case to the Rector. The Rector has the authority to dismiss charges of cheating at examinations, issue a warning to the student, exclude the student from the examination, suspend the student from the University for a specified period, or expel the student from the University.

The Dean’s decision can be appealed to the Rector. Appeals must be submitted four weeks after the charge of cheating or plagiarism is made. The Rector's decisions on legal matters can be appealed through the Danish University and Property Agency (part of the Danish Ministry of Science, Technology and Innovation). The deadline for such appeals is eight weeks.

4.7 Examination Appeals
Students wishing to appeal examination results or other forms of assessment must submit their case to the Faculty of Social Sciences Secretariat personally. The appeal must be in writing and be substantiated according the guidelines stipulated in the executive order on examinations, §37. It must be submitted, at the latest, two weeks after the assessment has been announced, according to the executive order on examinations, §38.

The Danish Ministerial Order on University Examinations governs the procedures for examination appeals. Examination results and other forms of assessment are administered by the University. The University may:

1) offer a new assessment (not an option in connection with oral exams);
2) offer a re-examination;
3) reject the appeal.

If the assessors reject the examination appeal, the student may appeal this decision:

The Board of Appeals may:

1) offer to re-assesses the exam paper, which may result in an improved or lower grade or
a change in the result from 'Fail' to 'Pass' or from 'Not approved' to 'Approved'. (Please be advised that the Board of Appeals also are entitled to change the result 'Pass' to 'Fail' and the result 'Approved' to 'Not approved');
2) offer a new assessment conducted by new assessors (not an option in connection with oral exams);
3) offer a re-examination with new assessors;
4) reject the appeal.

If the Board of Appeals offers to re-assess the exam paper, the student can not, subsequently, appeal the grade that the Board of Appeals awards. If a student accepts the offer to re-assess or for a re-examination (from either the assessors or the board of appeals), the student can not appeal the grade awarded by the new assessors. The student may, however, appeal to the dean if there are legal issues.

The Board of Appeals' decision can not be referred to any other authority. However, legal issues pertaining to the board of appeals' case handling may be referred to the University.

The University has the authority to make final decisions regarding appeals that concern legal issues, i.e. appeals that do not treat academic issues or assessments. The University’s decision may however be appealed to the Danish University and Property Agency.

Please be advised that the rules and regulations mentioned above only constitute a summary review of the complete set of rules. The new rules pertaining to examination appeals procedures are stipulated in the Danish Ministerial Order no. 857 of 1 July 2010 on University Examinations, Part 7.
5 MISCELLANEOUS REGULATIONS

5.1 Enrolment

After matriculation, students are enrolled at the relevant academic level of the master’s programme, according to §34 in the executive order on admission.

Students cannot be enrolled in more than one full-time programme at a time, according to §35, section 1 in the executive order on admission. Please note rule §9, section 2 in the executive order on admission. The rule in §35 do not apply to students, including visiting students, enrolled in merit or exchange courses, where there is a standing agreement that credits earned at the Department for Anthropology will be transferred to the student’s full time academic programme at another Department or University or vice versa.

In unusual circumstances, according to §35, section 2 in the executive order on admission, the University may grant exemptions from the rule.

5.2 Withdrawal of Enrolment

Enrolment is terminated according to the executive order on admission, §36 and 38:

- when students have completed the programme
- when students have failed to comply with the department's study-activity requirements, or any activity requirements centrally determined by the University of Copenhagen. (For further information, see point 2.3. See the department’s intranet for students for a more in-depth definition of the activity requirements.)
- when students have exhausted their allotted examination attempts, according to the executive order on examinations §13, section 2
- when students are precluded from finishing the programme due to University requirements
- when students withdraw from the programme
- when students are permanently expelled from the University, according to the University Act, §14, section 6

Re-enrolment is possible under certain circumstances, according to §36, section 2-6

Students who are re-enrolled/enrolled in a new programme, cannot retake already passed examinations, unless they are outdated as a result of rules for the programme, according to the executive order on admission §36, section 6. If the student applies for re-enrolment more than 5 years after the latest exam has been passed, the Board of studies must evaluate if the student’s courses are outdated.

5.3 Leave

Students are entitled to take a leave of absence from the programme according to rules set by the University, and to the executive order on admission §40, section 1.
Students are allowed to take a leave of absence up to 12 months during their Master’s studies. Students are not entitled to a leave of absence before they have completed and passed examinations corresponding to 30 ECTS within the master’s programme, according to the executive order on admission §41, section 1.

The Faculty of Social Science may grant exemptions from rules governing leaves of absence in the event of extraordinary circumstances, according to the executive order on admission §41, section 4. Leave of absence due to extraordinary circumstances does not exclude the student from applying for a standard leave of absence in up to twelve months.

During a leave of absence, students may not be enrolled in courses within the programme in question. Students cannot take examinations of any form within the programme during the semester or corresponding period during which they have taken a leave of absence, according to the executive order on admission §40, section 2. During the leave of absence, students cannot be elected to or be a member of the University's Board, the Board of Studies or the Academic Council, according to the executive order on admission §40.

A leave of absence can be interrupted. However, as previously mentioned, students cannot participate in examinations during a semester in which they have taken a leave of absence.

5.3.1 Parental Leave
When applying for parental leave students can choose to apply for an official leave of absence (see 5.3). The student may also choose, instead, to inform the Department of Anthropology of the parental leave (primarily for Danish students receiving SU). Both forms of parental leave exempt the student from activity requirements (see 2.3). Parental Leave must always be documented. Contact the student advisors for more information on parental leave.

5.4 Changing Study Programme and Transfers
For more information on changing study programme and transfers, please refer to the executive order on admission, §42 and §43.

5.5 Credit
Courses passed from the same social-science programme on the same level in Denmark or abroad can replace elements of the programme for the MSc in Anthropology and People-Centred Business. In each individual case, the Board of Studies assesses which programme elements from Danish and overseas programmes can replace courses in the MSc in Anthropology and People-Centred Business curriculum. This decision is based on an academic evaluation of the course in question by the Board of Studies, according to the executive order on study programmes, §28, section 3.

A maximum of credits corresponding to 30 ECTS may be transferred to the MSc in Anthropology and People-Centred Business at the University of Copenhagen from another programme or university.
Credits cannot be transferred for the master's thesis unless the thesis was written for a programme with the same objectives as the MSc in Anthropology and People-Centred Business, according to the executive order on study programmes, §28, section 2. In each individual case, the Board of Studies will conduct an academic evaluation to determine whether the thesis corresponds to a thesis from the MSc in Anthropology and People-Centred Business. Decisions on rejected credit transfers can be appealed to the Credit Appeals Board, read more in 5.7.1.

5.6 Exemption
Under special circumstances, the Board of Studies may grant exemptions from the rules in this curriculum, which are set by the University alone. Applications for exemptions must be submitted to the Board of Studies at the Department of Anthropology.

5.7 Appeals Procedure
The Board of Studies’ decision on students' legal issues and applications can be appealed to the Dean. The Dean's decisions on legal issues can be appealed to the rector. Internal appeals procedures must be exhausted before appeals can be submitted to the Danish University and Property Agency (part of the Danish Ministry of Science, Technology and Innovation).

Decisions regarding rejected credit transfers can be appealed to the Credit Appeals Board, cf. order no. 102 of 20 February 2008, the executive order on credit transfer board). However, appeals about rejections of final credit for programme elements taken abroad are not dealt with by the credit appeals board, but are directed to the Qualifications Board. For questions about the possibilities for appeals please contact the student advisors.

5.8 Master's Diploma
The Social Sciences Faculty issues diplomas for completed master's programmes, according to the executive order on examinations, §29. The diploma stipulates the result of the assessments in the individual examinations, including the master’s thesis and examinations for which credits have been transferred, the number of ECTS to which the examinations correspond, the average grade, the examination language (if it was taken in a foreign language), the title the programme confers in Danish and in English, and a Profile of Competences.

The diploma is written in Danish and English.

In addition to the examination transcript, the University also issues a Diploma Supplement in English, which describes the academic focus, content, level and objectives of the programme. It also provides information about the University and about the position of the University and the programme within the Danish education system.

Students who leave the programme without completing it may request that the University issue
documentation of the parts of the programme that have been successfully completed and the number of ECTS achieved.

*For further details, see the executive order on examinations, §29.*

If the Board of Studies approves the transfer of credits for a course completed at a Danish or foreign institution of higher education, the assessment is transferred as Passed/Approved. If the course in question has been assessed according to the 7-point scale at both institutions, the assessment is transferred with grades. The institutions involved can agree otherwise, according to the executive order on examinations, §30.

**5.9 Digital communication between the university and students**

The University may decide that communication between the University and students must be fully or partially digital. Read more in executive order no. 1239 of 4 November 2010 on digital communications for universities. Established rules regarding digital communications will be communicated to students.

**5.10 4+4-Ph.D. programme**

Students, enrolled in the 4+4-Ph.D. programme, are required to study under the rules stipulated in the curriculum and in the Course Descriptions. However, there are special requirements for the thesis. Read more in the course descriptions which can be found at the Department’s website.
6 COURSE CATALOGUE

Teaching at the Department of Anthropology consists of lectures, group lessons, practice teaching, group work and guidance

6.1 Graphic overview of the MSc in Anthropology and People-Centred Business

<table>
<thead>
<tr>
<th></th>
<th>1’st/3’rd semester</th>
<th>2’nd/4’th semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. YEAR</strong></td>
<td>FIELD METHODS, 12.5 ECTS</td>
<td>FIELDWORK, 30 ECTS</td>
</tr>
<tr>
<td></td>
<td>EMPLOYERS SEMINAR I</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ANTHROPOLOGY AND PEOPLE-CENTRED BUSINESS I, 7.5 ECTS</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CONTEMPORARY ANTHROPOLOGICAL THEORY, 10 ECTS</td>
<td></td>
</tr>
<tr>
<td><strong>2. YEAR</strong></td>
<td>FIELDWORK SEMINAR</td>
<td>EMPLOYERS SEMINAR II</td>
</tr>
<tr>
<td></td>
<td>ANTHROPOLOGY AND PEOPLE-CENTRED BUSINESS II, 7.5 ECTS</td>
<td>MASTER’S THESIS, 30 ECTS</td>
</tr>
<tr>
<td></td>
<td>ANTHROPOLOGICAL ANALYSIS, 7.5 ECTS</td>
<td></td>
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<tr>
<td></td>
<td>OPTIONAL ANTHROPOLOGICAL COURSE 7.5 ECTS</td>
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6.2 Field Methods with Fieldwork Synopsis

Course
Advanced course in anthropological methodology
12.5 ECTS

Description of Aims
In order to pass course, the students must write an academic synopsis. The synopsis should be written in a clear language, be lucidly argued and exhibit that the student is capable of:

- planning anthropological fieldwork of considerable duration, based on a problem statement developed by the student
- becoming familiar with and making informed use of relevant regional and thematic literature
• outlining the proposed problem statement in relation to the chosen field’s local, social and historical context
• evaluating the relevance of different anthropological methods in relation to the defined research project.
• incorporating considerations for relevant methods and possible analytical perspectives
• evaluating the feasibility of the project
• reflecting on the ethical aspects of the project

Students must also fulfil the Department of Anthropology's form and language requirements (see Curriculum 4.3.2 for more about form and language requirements).

Exam
Free written examination
Individual or group examination
Internal assessment
The 7-point scale

In order to be eligible to take the Synopsis exam, the student must submit and have approved three obligatory papers, give a presentation during the course, and participate in the synopsis workshop (give feedback to fellow students).

For more information on this course please see the full Course Descriptions on the department’s homepage and intranet for students.

6.3 Contemporary Anthropological Theory

Course
Advanced course in contemporary Anthropological Theory
10 ECTS

Description of Aims
To pass the course students are required to write an academic essay on a course-relevant theme, which may draw on a planned or already completed own fieldwork. The essay should be written in clear language, be lucidly argued and exhibit that the student is capable of:

• explaining one or more of the theoretical approaches presented in the course
• applying and discussing one or more theoretical approaches in relation to the chosen problem statement.
• arguing for the chosen theoretical approach in relation to other possible theoretical approaches.
• Consider the selected theories with respect to the history of anthropological theory.

Students must also fulfil the Department of Anthropology's form and language requirements (see the Curriculum 4.3.2 for more about form and language requirements).
Exam
Free written examination
Individual or group examination
External assessment
The 7-point scale

The student must participate actively in class in order to be eligible to take the course exam, through for example class participation or presentations. The course lecturer will stipulate the participation requirements. The teacher will announce requirements in the beginning of the course.

For more information on this course please see the full Course Descriptions on the department’s homepage and intranet for students.

6.4 Anthropology and People-Centred Business I: Themes and Tools
Course
Introductory course into the field of Anthropology and People-Centred Business
7,5 ECTS

Description of Aims
In order to complete the course, the students must write an academic essay, demonstrating clear language and argumentation. The essay should exhibit that the student is capable of:
- identifying and pin-pointing contemporary business-centred themes for anthropological exploration, and discussing their relevance
- identifying an independent anthropological problem statement drawing on basic knowledge of Anthropology and People-Centred Business
- applying central analytical concepts and theoretical approaches presented during the course on empirical data as part of a convincing academic argument.

Students must also fulfil the Department of Anthropology's form and language requirements (see the curriculum 4.3.2 for more about form and language requirements).

Exam
Free written examination
Individual or group examination
Internal assessment
The 7-point scale

In order to be eligible for the examination, the student must:
- Participate actively in class, through for example class presentations. The course lecturer stipulates the specific requirements for active class participation.
- Attend and participate actively in the seminar “Employer Seminar I: Market understanding”. The course lecturer stipulates the specific requirements for active class participation.
For more information on this course please see the full Course Descriptions on the department’s homepage and intranet for students.

6.5 Fieldwork with Field Report

Course
Fieldwork
30 ECTS
The courses Field Methods with Fieldwork Synopsis, Anthropology and People-Centred Business I and Contemporary Anthropological Theory must be passed before the course Fieldwork may be taken.

Description of Aims
Upon completing Fieldwork, the students must write an academic Field report. The Field report should be written in a clear language, be lucidly argued and exhibit that the student is capable of:

- conducting anthropological Fieldwork based on a problem statement posed by the student
- reflecting critically upon their role as a field anthropologist
- using and reflecting upon a broad spectrum of anthropological methods, particularly core anthropological methods, such as participant observation and varying forms of interview
- reflecting critically upon the implications of the methodological choices made and their relevance to analytical objectives and the empirical context
- identifying, justifying and presenting analytical perspectives in the empirical material
- reflecting upon ethical questions concerning the fieldwork.

Students must also fulfil the Department of Anthropology's form and language requirements (see the curriculum 4.3.2 for more about form and language requirements).

Exam
Free written examination
Individual or group examination
Internal assessment
Pass/not pass

In order to be eligible for examination the students must have their Halfway Field Report approved.

For more information on this course please see the full Course Descriptions on the department’s homepage and intranet for students.

6.6 Anthropology and People-Centred Business II: Theory and Translation

Course
Advanced course in the field of Anthropology and People-Centred Business
7.5 ECTS
The courses Field Methods with Fieldwork Synopsis, Anthropology and People-Centred Business I, Contemporary Anthropological Theory and Fieldwork must be passed before the course Fieldwork seminar can be taken.

Description of Aims
In order to complete the course, the students must write an academic essay, demonstrating clear language and argumentation. The essay should exhibit that the student:

- is capable of identifying an independent anthropological problem statement relevant for the business sector
- has in-depth specialist knowledge of selected central analytical and theoretical approaches to anthropological studies of business.
- is able to compare and discuss empirical data and theories in an authoritative analysis of business-centred themes.
- is capable of conducting an analysis based on central concepts presented during the course.

Students must also fulfil the Department of Anthropology's form and language requirements (see the curriculum 4.3.2 for more about form and language requirements).

Exam
Free written examination
Individual or group examination
Internal assessment
The 7-point scale

In order to be eligible for the examination, the student must:

- Participate actively in class, through for example class presentations. The course lecturer stipulates the specific requirements for active class participation.
- Attend, give a presentation and participate actively in the seminar. The course lecturer stipulates the specific requirements for active class participation. The students must through the presentation document that he/she has gathered data through fieldwork and have reflected on the analytical potential of the collated data.

For more information on this course please see the full Course Descriptions on the department’s homepage and intranet for students.

6.7 Optional Anthropological Courses
Students must complete and pass two (2) optional anthropological courses.

Course
Elective course in anthropology
7.5 ECTS
The courses Field Methods with Fieldwork Synopsis, Anthropology and People-Centred Business I, Contemporary Anthropological Theory and Fieldwork must be passed before the course Fieldwork seminar can be taken.

Description of Aims
The examination will be evaluated based on the aims for the course, which are stipulated in the Course Description.

Exam
The courses lecturer chooses the examination type between:

Free written examination
Individual or group examination
Internal assessment
The 7-point scale

Or

Oral synopsis exam
Individual examination
Internal assessment
The 7-point scale

The student must participate actively in class, through for example class presentations, in order to be eligible to take the course exam. The course lecturer stipulates the specific requirements for active class participation.

For more information on the course please see the full Course Description on the department’s homepage and intranet for students.

6.8 Anthropological Analysis
Course
Advanced course in anthropological analysis
7,5 ECTS

The courses Field Methods with Fieldwork Synopsis, Anthropology and People-Centred Business I, Contemporary Anthropological Theory and Fieldwork must be passed before the course Fieldwork seminar can be taken.

Description of Aims
During the course's compulsory exercises, students must demonstrate that they are capable of:

• handling extensive empirical material and analysing their own data
• coding, classifying and organising the collated material
• evaluating possible perspectives on the material and clarifying its analytical potential
• converting ethnographic material into text.

Students must also fulfil the Department of Anthropology's form and language requirements (see the curriculum 4.3.2 for more about form and language requirements).

**Exam**
Active participation
Individual examination
Internal assessment
Pass/fail

The course is passed by active participation, including active participation in all of the weekly practical exercises. The teacher will announce requirements in the beginning of the course.

For more information on the course please see the full Course Descriptions on the department’s homepage and intranet for students.

**6.9 Master Thesis**
30 ECTS

Students must sign a thesis contract, read more in 4.4.1

All other courses must be passed before the Master’s Thesis is submitted.

**Description of Aims**

The thesis must demonstrate that the student is capable of:

• formulating and studying an anthropological research problem statement related to the anthropology of business and/or the anthropology of organizations, based on regional, methodological and theoretical knowledge
• analyzing and reflecting upon business- and/ or organization-centred issues and evaluating the relevance of the anthropological perspective for the issues discussed
• reflecting critically upon the empirical material collated and analysing it in relation to the fieldwork’s conditions and the methods employed
• evaluating empirical material and theories in relation to one another and relating constructively and critically to both
• making general conclusions on the basis of their own work and relevant regional, thematic and theoretical literature
• communicating and arguing in an academically valid and authoritative manner.

Students must also fulfil the Department of Anthropology's form and language requirements (see 4.3.2 and the Student Handbook for more about form and language requirements).
**Exam**
Thesis with oral defense
Individual or group examination
External assessment
The 7-point scale

The thesis must be submitted both in a digital version and a version on paper. More information on this can be found on the Departments website.

The thesis must include a summary in English. The summary is included in the overall assessment of the thesis.

Students must attend and participate actively in “Employers Seminar II” in order to be eligible to submit the master thesis. The course lecture stipulates the specific requirements for active participation.

For more information on the course please see the full Course Descriptions on the department’s homepage and intranet for students.

**7. COMMENCEMENT**
The 2012 Curriculum for the MSc in Anthropology and People-Centred Business is valid on and from September 1, 2012 and applies to all students enrolled from September 1, 2012.