

Create a new degree program in the database

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1 Recording program types in the database

The following types of degree programs can be entered into the Accreditation Council's database:

- Single degree program
- Combined degree program
- Partial degree program

The term “**single-subject program**” is commonly used in the Accreditation Council's database but does not constitute an official legal term. It refers to programs that can be studied independently, i.e., that are not part of a combined program.

If students select specific subjects for their studies from a larger number of eligible subjects, each of these subjects is considered a **partial degree program** within a **combined degree program**. The subject of accreditation is always the combined degree program (§32 MRVO) as a whole, not the individual partial degree programs.

A combination degree program that has already been accredited may subsequently be supplemented with additional elective sub-programs or subjects.

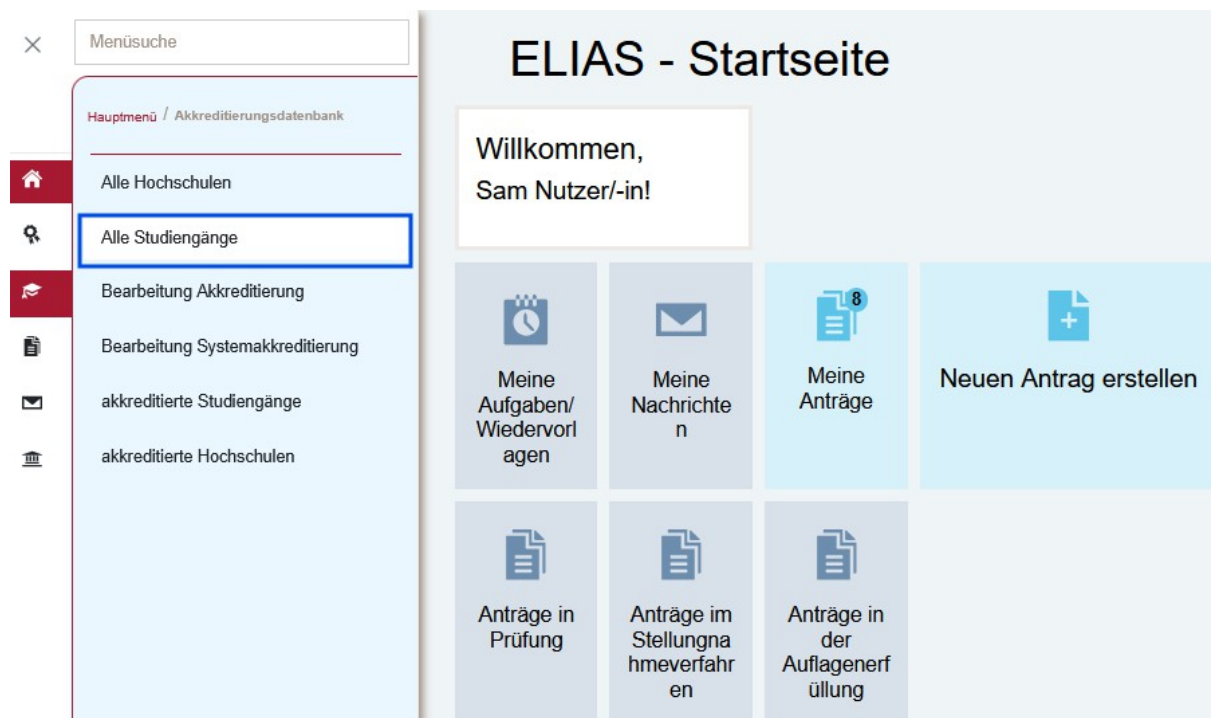
The Model Regulation (MRVO) thus distinguishes not only between so-called single-subject programs but also between combined and partial programs. Consequently, the Accreditation Council's database records both single-subject programs and combined programs, including their associated partial programs.

Due to the complexity of recording combined and partial degree programs, it is advisable to involve the ELIAS team at the Accreditation Council's office at an early stage. The relevant contact information can be found on the Accreditation Council's website.

2 Registration of a Single Degree Program

For initial accreditation (concept accreditation), a degree program can be newly created in ELIAS.

- In the main menu, under the entry "Accreditation Database," select the menu item *All Degree Programs*.



- An overview of your institution's degree programs listed in ELIAS will be displayed.
- Check whether the new degree program has already been created. ELIAS automatically receives information about degree programs that have been newly created in the Higher Education Compass. This information is reviewed by the office of the Accreditation Council Foundation and, if necessary, entered into ELIAS.
- If the degree program has not yet been created: Select the "Add Degree Program" action in the table header.

Studiengänge verwalten

Name

Studiengänge (85)

Name ▲	Abschlussgrad ▲	Abschlussbezeichnung ▲	⚙
Angewandte Informatik, B.Sc.	Bachelor/Bakkalaureus	B.Sc.	⋮
Animation Design, B.A.	Bachelor/Bakkalaureus	B.A.	⋮
Animation Design – Flexstudium, B.A.	Bachelor/Bakkalaureus	B.A.	⋮
App-Entwicklung, B.Sc.	Bachelor/Bakkalaureus	B.Sc.	⋮
Automation IT and Digital Technologies, B.Eng.	Bachelor/Bakkalaureus	B.Eng.	⋮
Automotive Engineering (Fahrzeugtechnik) (3- oder 4-semesterig), M.Eng. / M.Sc.	Master	M.Eng. / M.Sc.	⋮
Bauingenieurwesen, B.Eng.	Bachelor/Bakkalaureus	B.Eng.	⋮
Big Data und Data Science, B.Sc.	Bachelor/Bakkalaureus	B.Sc.	⋮
Chemische Verfahrenstechnik, B.Eng.	Bachelor/Bakkalaureus	B.Eng.	⋮
Computational Chemistry, M.Sc.	Master	M.Sc.	⋮

– An input form will open where you can enter the program information. Fields marked with * are required.

Neuen Studiengang hinzufügen



Name*

HSK Laufnummer

Dieses Feld muss nicht ausgefüllt werden.

Studientyp*

Lehramtstyp

Abschlussbezeichnung*

Wenn eine freie Bezeichnung bzw. Eingabe mehrerer Bezeichnungen gewünscht ist, wählen Sie bitte „sonstiges“ aus. Es wird dann ein zusätzliches Eingabefeld zur Verfügung gestellt.

Abschlussgrad*

Regelstudienzeit*

Regelstudieneinheit*

Studienformen*

Hochschule*

* Pflichtfelder

Speichern

Abbrechen

- Enter the required information in the form and click *Save* to complete the entry. The degree program is now assigned to your institution and can be selected later from the list of all degree programs at your institution when submitting an application.

Explanations of the input form

Name*	The name of the degree program should be entered here (a degree designation such as <i>B.A.</i> , <i>M.A.</i> , <i>B.Sc.</i> , or <i>M.Sc.</i> is not required at this point, nor should a degree level such as <i>Master's</i> or <i>Bachelor's</i> be entered)
HSK Serial Number	This field does not need to be filled in.

Program Type*	
Teacher training type	To be specified only for teacher training programs ¹
Degree title*	If you wish to enter a custom name or multiple names, please select "Other." An additional free-text field will then be made available .
Degree level*	Only one entry is allowed here. For a free designation or a dual degree, see the entry under " <i>Degree Degree Title*</i> "
Standard duration of study*	Only one entry is allowed here. For program variants with different standard durations of study, please select the standard duration for your "main variant."
Standard credit units*	Only one entry is possible here
Program types*	You can select multiple options here

By specifying a field of study, the academic area and subject group are automatically assigned:

Studienfelder hinzufügen

Fächergruppe ▼

Studienbereiche ▼

Studienfelder ▼

🏠 Studienfeld einfügen
Abbrechen

Although this is not a required field, it is included in the same way as the information in the Higher Education Compass.

¹ The Standing Conference of the Ministers of Education and Cultural Affairs has agreed on a total of six types of teacher training. These are listed accordingly in the database. Each (partial) degree program can be assigned to only one type of teaching degree. For further information, see: <https://www.kmk.org/themen/allgemeinbildende-schulen/lehrkraefte/anererkennung-der-abschluesse.html>.

3 Entering Combined and Partial Degree Programs

When creating combined and partial degree programs, proceed exactly as you would when creating a single degree program. The combined degree program and its associated partial degree programs are first created as individual degree programs.

By assigning the partial degree programs to the combined degree program, they are then displayed accordingly as partial or combined degree programs.

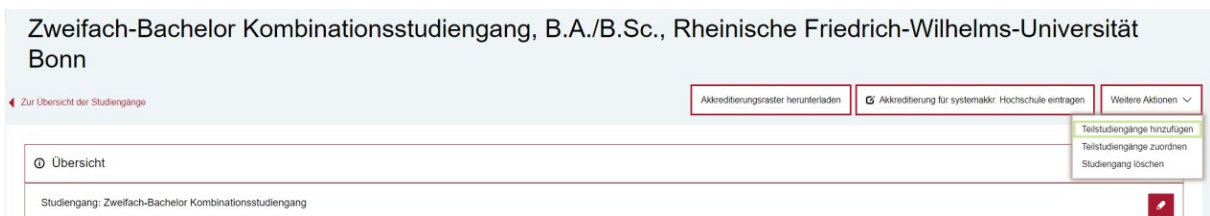
The assignment works as follows: Open the combined degree program.



Name	HSK Laufnummer	Studientyp	Abschlussgrad	Abschlussbezeichnung	Studienorganisatorische Teileinheit	Standort	
Zweifach-Bachelor Kombinationsstudiengang, B.A./B.Sc.		grundständig	Bachelor/Bakkalaureus	B.A./B.Sc.		Bonn	+ 3 Felder
Wirtschaftswissenschaften (Zwei-Fach), B.A.		grundständig	Bachelor/Bakkalaureus	B.A.		Bonn	+ 3 Felder

→ By clicking on *More Actions* > *Add Sub-Programs*, you can create a new sub-program directly as part of the selected combined program.

→ Clicking on *More Actions* > *Assign Sub-Program* opens a selection of all individual programs at your institution.



Zweifach-Bachelor Kombinationsstudiengang, B.A./B.Sc., Rheinische Friedrich-Wilhelms-Universität Bonn

Zur Übersicht der Studiengänge

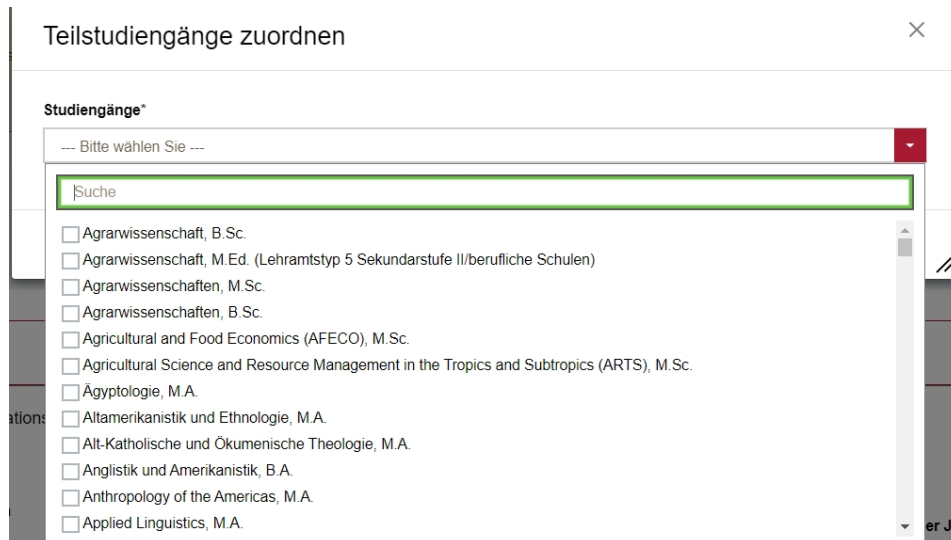
Akkreditierungsraster herunterladen | Akkreditierung für systemakkr. Hochschule eintragen | Weitere Aktionen

Teilstudiengänge hinzufügen
Teilstudiengänge zuordnen
Studiengang löschen

Übersicht

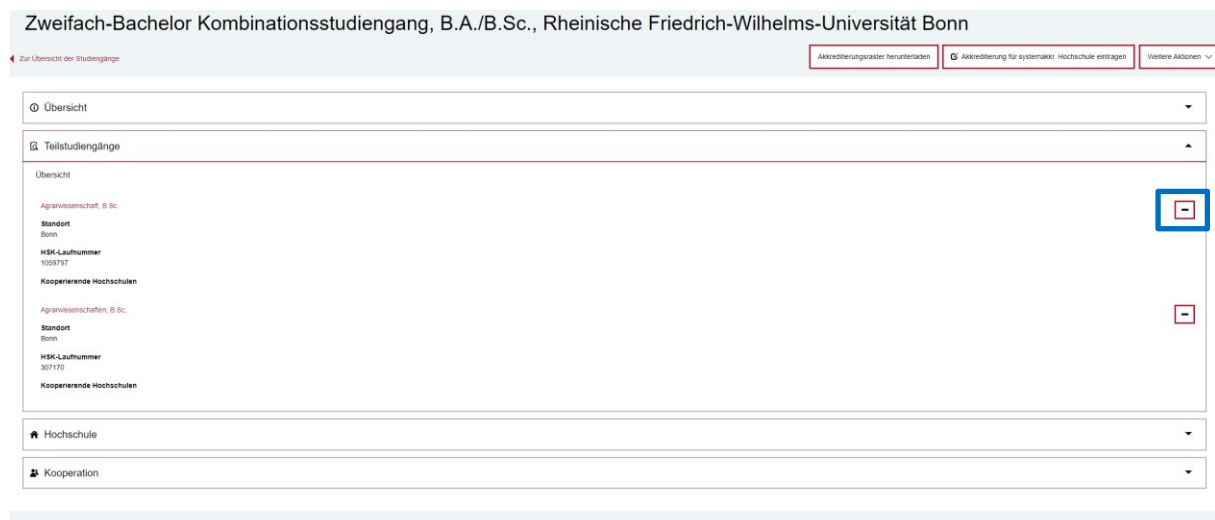
Studiengang: Zweifach-Bachelor Kombinationsstudiengang

Select the degree programs here that are to be assigned to the combined degree program.



After assigning new sub-programs, click on the "*Sub-programs*" section of the combined program to view all assigned sub-programs.

If you accidentally select the wrong program, you can undo this by clicking the minus icon (see blue marker).



4 Notes

- A degree program can only be assigned to one combined degree program as a sub-program at a time. If a subject can be studied in different combined degree programs at your institution, it must be created as a separate sub-program for each of these combined degree programs.

- Sub-programs are only displayed as accredited in the public view of ELIAS if the corresponding combined program is also currently accredited.