

MA IN TRANSLATION AND INTERPRETING STUDIES

KODOLÁNYI UNIVERSITY (KU)

PROGRAMME DESCRIPTION

Approved by KU Senate decision:

The programme description is based on the definitions of the European Higher Education Area European Credit Transfer System. The content is based on ECTS Users' Guide, Hungarian HE legislation and FIBAA Accreditation Agency guidelines for a Programme in Translation and Interpreting Studies.

Programme Director:

Borka Richter, PhD

Basic Data

Disciplinary area: Humanities

Qualification level: Masters, MA

Title of qualification: MA in Translation and Interpreting

- **with specialisation in Translation**
- **with specialisation in Interpreting**

Duration of education: 4 semesters in the Master's Programme

Entry requirements: The applicants coming from the area of any bachelor's degree in any field of study, as well as the full credit amount of their studies, will be considered according to Act LXXX of 1993 on Higher Education. The applicants will have an official state language exam type "C" on advanced level (CEFR C1) from their first foreign language and an official state language exam type "C" on intermediate level (CEFR B2) from their second foreign language.¹

ECTS Value: 120 credits

Programme focus: academic and a highly practical-oriented focus with a proportion of 70 to 80% of the total credits.

Contact lessons defined by the Act on National Higher Education:

- Full-time programme: 840 contact lessons
- Part-time programme: 252 contact lessons

1. Objectives- Context, Aims and Characteristics

1.1. Objectives:

¹ <http://www.nefmi.gov.hu/download.php?docID=1192>

The programme reflects the four purposes of education as formulated by the Council of Europe²: preparation for the labour market, preparation for life as active citizens in democratic societies, personal development, and development and maintenance of a broad, advanced knowledge base, stimulating research and innovation.

1.1.2. Dublin Descriptors of Second Cycle-QF-EHEA

The programme's qualification objectives are equivalent to the European Qualification Framework System level 7, and Hungarian National Qualification Framework system 7th level programmes.

Level	Knowledge	Skills	Responsibility and autonomy
Level 7 ³ The learning outcomes are relevant to Level 7	Highly specialised knowledge, some of which is at the forefront of knowledge in a field of work or study, as the basis for original thinking and/or research Critical awareness of knowledge issues in a field and at the interface between different fields	Specialised problem-solving skills required in research and/or innovation to develop new knowledge and procedures and to integrate knowledge from different fields	Manage and transform work or study contexts that are complex, unpredictable and require new strategic approaches; take responsibility for contributing to professional knowledge and practice and/or for reviewing the strategic performance of teams

These comply with the Hungarian subject benchmarks accredited by the Hungarian Higher Education Accreditation Committee, member of ENQA.

The translation and interpreting MA is a highly practice-oriented liberal arts programme. The purpose of the programme is to train translators and interpreters who can provide oral and written mediation on a professional level from a foreign language into Hungarian, as well as from Hungarian into a foreign language. They can transform the written or heard text of the source language into the target language with exact content and grammatical correctness; they are also aware of the ethical and rhetorical norms of language mediation.

Degree holders are informed about the political, economic, social, and cultural lives of the countries of source and target languages, including the UK, Ireland, USA, Canada, and South Africa, as well as of the EU member states. Degree holders can use their skills in business, media, education, book publishing, diplomacy, institutions of international relationships, tourism, project management offices, regional and national levels of administration, and cultural institutions. Their acquired skills provide them with the ability to further their education within the frame of PhD studies.

- Highly specialised interdisciplinary knowledge in the field of translating, interpreting, oral and written mediation on a professional level

² COE recommendation CM/Rec(2007)6

³ Description of the eight EQF levels; source: <https://europa.eu/europass/en/description-eight-efq-levels>

- Critical awareness of interdisciplinary knowledge issues in specialised fields of theory of translation and economics, ethics, and protocol in interpreting
- Critical awareness of up-to-date knowledge issues at the interface of different translation and interpreting fields (social sciences, economics, law).
- Problem-solving skills and knowledge of protocol required in the practice of translating and interpreting.
- Able to integrate knowledge from the different interdisciplinary fields related to translating and interpreting.
- Manage and transform complex, unpredictable and new strategic approaches in translating and interpreting.
- Take responsibility for contributing to professional knowledge and practice and/or for reviewing the strategic performance of teams within the sphere of translating and interpreting.

1.1.3. European Credit Transfer and Accumulation System

KJU ECTS guidelines comply with the ECTS Users' Guidelines of EHEA

1.1.4. Quality Guidelines and Standards of EHEA 2015

Design and approval of the programme, student-centred learning, teaching staff, learning resources, student administration and information management, and public information rules.

1.2. Internationalisation of KU programme

1.2.1. Legal and normative international environment and rules

- UN Compact for managers
- European Parliament criteria for internationalisation of HE curricula for international higher education⁴, abroad and at home, credit, staff, student, degree, mobility, cross border delivery, curriculum (internationalisation of curricula), global citizenship, international research communication, international strategic partnerships, accreditation criteria, MOOC, and virtual learning rules.⁵
- Erasmus+ Programme Guide - Faculty members regularly take part in international mobility programmes, both as lecturers and to develop institutional links. International contacts are not only for occasional research and teaching purposes, but also for the continuous development of regular partnerships.
- The objectives of the study programme consider international standards, accreditation requirements and employment trends.
- Internationalisation includes the development of the curriculum, the offer of foreign language teaching, the formulation of international competences, and the integration of the needs of international mobility.
- International extra-curricular elements of the programmes are developed (thematic week events with international guests), and the development of international experience and skills are monitored and continuously improved.

⁴ <https://www.europarl.europa.eu/portal/en>

⁵ <https://www.europarl.europa.eu/portal/en>

1.2.2. The features of internationalisation of KU programme

The dimension of internationalisation of the Translation and Interpreting MA study programme consists of the following elements:

- International dimension of content and curricula: to prepare and equip students for challenges of globalisation, to prepare graduates for careers in global public and non-profit businesses, working in diverse cultural environments, with management skills in intercultural communication that meet the standards of different regional subsystems, state-structures, civilisational environments, and rules.
- International Week programme and faculty mobility (ERASMUS + programme) are part of the curriculum.
- International conferences and research projects are part of the curriculum.
- Pedagogies: inclusive student-centred learning and learning skills development.
- Outcomes: described in detail.
- Employability of graduates based on statistical data of Educational Authority (Hungarian abbrev.: OH)⁶:
 - specialised language expert
 - communications assistant
 - data analyst, project supervisor
 - language trainer and coach, interpreter
 - translator/reviser
 - marketing and project coordinator
 - public administrator
 - market research analyst
 - dubbing dramaturg

1.3. Distinctive premium features of the KU Translation and Interpreting MA programme

1.3.1. The distinctive features of the study programme among global Translation and Interpreting Study programmes

The KJU programme:

- meets all global, European, and Asian normative professional, global occupational and accreditation rules.
- combines the best elements of practice-oriented education, with a university academic environment using applied research, and the third mission of universities for social innovation in the international expertise, development, and well-being sphere.
- is distinctive from other universities because it contains a premium element, the -so-called PIQ & Lead approach: its main philosophy is professionalism in knowledge and skills, a service-dominant approach with innovation and quality dimensions, and preparation for responsible leadership of units, teams, programmes, and projects.
- has an interdisciplinary focus. It includes activities that provide an opportunity for continuous self-training, as up-to-date knowledge is needed to perform a variety of oral tasks accurately

⁶ Map of profession of Translation and Interpreting MA studies graduates
https://www.felvi.hu/felveteli/szakok_kepzesek/szakleirasok/!Szakleirasok/index.php/szak/228/szakmaterkep

and professionally. This knowledge can help professionals to communicate with each other at professional conferences but can also be a success factor in economic and legal negotiations. The variety of tasks in the profession offers excellent opportunities for self-fulfilment for professionals with different personalities.

1.3.2. Distinctive features for possible careers:

Positions: International (ISCO), European (ESCO) and Hungarian (FEOR) employment Codes:

- 2643 Translators, interpreters, and other linguists
- 4419. foreign language correspondence clerk
- 3343.3. executive assistant
- 1222.1. communications manager
- 2642.1.11. foreign correspondent
- 4312.3. foreign exchange cashier
- 3311.3.2. foreign exchange trader
- 2353.1. language schoolteacher

Roles:

Authors, journalists and linguists conceive and create literary works, interpret and communicate news and public affairs through the media, and translate or interpret from one language into another. Tasks performed usually include: writing literary works; appraising merits of literary and other works of art; collecting information about current affairs and writing about them; researching, investigating, interpreting and communicating news and public affairs through newspapers, television, radio and other media; translating written material from one language to another; and simultaneously interpreting from one language to another.

Linguists: Linguists study languages scientifically. They master languages and can interpret them in terms of their grammatical, semantic, and phonetic characteristics. They research the evolution of language and the way it is used by societies.

Interpreters understand and convert spoken communication from one language to another. They retain considerable amounts of information, often with the aid of notetaking, and communicate it immediately whilst keeping the nuances and stress of the message in the recipient language.

Translators transcribe written documents from one or more languages to another ensuring that the message and nuances therein remain in the translated material. They translate material backed up by an understanding of it, which can include commercial and industrial documentation, personal documents, journalism, novels, creative writing, and scientific texts delivering the translations in any format.

1.3.3. Position of Translation and Interpreting MA study programme at KU

- The programme is part of the KU Budapest International Campus programme.
- It is sustainably implemented.
- The programme is connected to KU's strategic aims for entrepreneurship education: to develop students for private, non-profit, or social entrepreneurship.

1.3.4. The historical context of the KU MA Translation and Interpreting Study Programme

Kodolányi University (KU), as a new institution, began in 1992 with the 3-year English language teacher, and 4-year English language and literature teacher training programmes (also with French and German

programmes). Reflecting the acute shortage of language knowledge and language teachers in Hungary after the change of regime, the main profile of the institution for about 15 years was language teacher training. With the introduction of the Bologna system in 2006, the BA degree programmes in English and German were accredited, however, students could continue to study pedagogy as a minor.

Since teacher training was transferred to the state institutions in 2011, KJU has concentrated on language and literature as part of the Humanities. The English Department recognised the need to prepare the students for joining the labour force after graduation. The subjects related to translation and business soft skills, therefore, became a compulsory part of the programme.

The curricular grid has in all cases been adapted to the then-current Hungarian National Qualification Framework.

In 2009 the postgraduate Diploma in Translation (Social Sciences and Business) (and the Diploma in Translation and Interpreting (Social Sciences and Business) programmes were accredited. These programmes provide complex theoretical and practical training for professionals who choose translation (and/or interpreting) as a career. The teaching staff, which includes native speakers and practising translators, make it a priority to introduce the practice of linguistic and cultural transfer and mediation, and to teach the use and effectiveness of the latest CAT Tools software (Trados and MemoQ) essential for professional translation. The course is student-centred, and the use of personalised, modern technology is an important requirement. Individual, often online, assignments are part of the curriculum, and the course is also characterised by development-oriented assessment: teachers assess their students on a personalised basis, jointly developing pathways and opportunities for further personal development.

The Translation and Interpreting MA programme at KJU aims to upgrade the existing (since 2009) postgraduate training programme to the master's level, with research skills in specialised subjects in translation studies, specialised language interpreting and translation programmes (international relations/business language/protocol), with a special focus on the interpreting/translation service business in Budapest and internationally. The training degree programme is research-based, and students will be introduced to research into changing language use, literature, culture, media, and their global flows. The 3 functions of higher education, namely research, teaching, and sustainability and social responsibility, are fulfilled in the programme.

KU develops students into professional language experts through professional knowledge, quality language use, innovative skills, and leadership practices (PIQ & Lead). The values of democratic and responsible citizenship are conveyed through the content chosen and achieved through the understanding of the degree as liberal studies.

The Master's programme in Translation and Interpreting at KU aims to provide in-depth knowledge of multi-level global/European/national/local governance, transnational business and civil language communication services, the design and management of language service programmes, the organisation and management of related research on language use, cultural and environmental contexts, and the development of quality and innovative service models.

KU has developed a model of professional education and learning, developing a model of creative learning and creative education as one of its objectives for the period 2021–24.

2. Admission

2.1. Admission requirements and procedure for MA translation and Interpreting study programme

Hungary is one of the OECD countries where the entire higher education admissions system is centralised.

- Applicants coming from the area of any bachelor's degree in any field of study will be considered with their full credit allocation based on Act LXXX of 1993 on Higher Education.
- Hungarian applicants will require an official state language exam type "C" on advanced level (C1) from their first foreign language and an official state language exam type "C" on intermediate level (B2) from their second foreign language.⁷
- Validation of non-formal learning according to the principles of the European and National Qualification Framework
- EU Skills Profile Tool for Third Country nationals (<https://ec.europa.eu/migrantskills/#/profile/personal-info/general>)

2.2. Counselling for prospective students

- Online helpdesk
- Open days
- EDUCATIO 2022 (International Education Expo) <https://www.educatioexpo.hu/>
- Applicants can directly turn to a student counselling service, or other helpdesk personnel at the university, for clarification of specific questions, personal aptitude, career perspectives etc.
- Personal dialogue between applicants and the HEI is provided during specified office hours, by telephone and via e-mail.
- The HEI ensures constant availability for prospective students and reacts quickly to incoming enquiries.
- The counselling options are based on the target group's needs.

The admission procedure is documented and accessible to all interested parties. The admission decision is based on transparent criteria and communicated in writing.

3. Intended Learning Outcomes (ILO) in MA Translation and Interpreting Study Programme

The MA in Translation and Interpreting Studies has a Hungarian description of ILO. This programme ILO is internationalised with globalisation and internationalisation competencies.

Intended outcome of the programme	
1. Knowledge	<i>MA graduates are aware of:</i>
1/1	the theoretical aspects of translation and interpreting,

⁷ <http://www.nefmi.gov.hu/download.php?docID=1192>

1/2	the language, cultural and intercultural aspects of source and target languages,
1/3	the economic, legal, and political aspects,
1/4	the social and institutional system of the EU,
1/5	the institutional system, mechanisms, standards, and ethical codes of the profession of translation and interpreting,
1/6	the related basic skills of communication and protocol
2. Skills	<i>MA graduates are able to:</i>
2/1	provide oral and written language mediation: translation, thematic translation, interpreting,
2/2	compose correct texts in the target language,
2/3	provide oral mediation into the target language,
2/4	analyse source language texts,
2/5	subtitle films,
2/6	edit publications,
2/7	provide language consultation,
2/8	localise software,
2/9	establish sets of terminology,
2/10	use CAT-tools,
2/11	use interpreting devices
3. attitudes	<i>The required personal skills and capabilities for this profession are:</i>
3/1	foreign language skills,
3/2	excellent communication skills both in Hungarian and a foreign language
3/3	endurance,
3/4	ability to bear monotony
3/5	ability to analyse assignments
3/6	critical attitude,
3/7	Creativity
3/8	problem-solving attitude
3/9	excellent memory
3/10	ability to focus and concentrate
3/11	strategic planning
3/12	willingness to improve - sensitivity to quality

4. Structure of the programme

4.1. Main clusters of the modules

- Transversal skills 20 credits
- Professional core 40 credits
- Electives 6 credits
- Specialisation (differentiated professional module) 34 credits
 - Specialisation 1: Translation Track, Specialising in Economics, Business and Law
 - Specialisation 2: Interpreting Track
- Thesis 20 credits

4.2. Rules of the credit allocation and conversion of grades

- **EQF Level of subject:** secondary school education (level 4), vocational level of education/short cycle (level 5), bachelor's (level 6), master's (level 7), Doctorate, PhD (level 8)
- **Function of subject:** TR: Transversal, I: Introductory, C: Core compulsory, S: specialisation
- **Type of subject:** Theoretical- Colloquia: T, Seminar (continuous assessment): S, Mixed (colloquia and continuous assessment): M; L-skills-tests, and other measurements): L
- Types of grades of diverse types of subjects: T: 1-5; S 1-5; M: 1-5: pass (2), satisfactory (3), very good (4), excellent (5).

Transcript of grades:

Performance in %	Performance by value	Hungarian Grading	ECTS grading	USA grading	China grading	India grading	UK grading
90-100	Excellent	5/A	A	A	A	A	A
81-90	Very Good	4/B	B+	B+	B	B	A/B+
71-80	Satisfactory	3/C	B+	B+	C	C	B
51-70	Passed	2/D	C+	C+	D	D	B-
0-50	Failed	1/F	C	C	E	E	C
0-50	No credit	No credit			F	F	F

1 ECTS= 30 working hours

5 ECTS: 30 academic hours of contact lessons, 150 hours of home working

4.3 Module allocation by clusters of modules

Transversal Skills (20 Credits)	Credit	hours/semester	type of subject ⁸	semester	function of subject ⁹	level of subject
Introduction to the theory and practice of translation	5	30	T	1	TR	7 th
Introduction to the theory and practice of interpretation	5	30	T	1	TR	7 th
Introduction to terminology	5	30	T	1	TR	7 th

⁸ Type of subject: Theoretical- Colloquia: T, Seminar (portfolio task): S, Mixed (colloquia and portfolio task): M; L-skills-tests, and other measurement): L

⁹ Function of subject: TR: Transverzal, I: Introductory, C: Core compulsory, S: specialisation

Introduction to economics	5	30	T	1	TR	7th
Translation Skills and Accuracy AB	3	30	S	1	C	7th
Translation Skills and Accuracy BA	3	30	S	1	C	7th
CAT-Tools 1	4	30	S	1	C	7th
	30	210				
Professional Core Material (40 Credits)						
Translation skills in practice AB	4	30	S	2	C	7th
Translation skills in practice BA	4	30	S	2	C	7th
Interpretation skills in practice AB	4	30	S	2	C	7th
Interpretation skills in practice BA	4	30	S	2.	C	7th
Terminology management	4	30	S	2	C	7th
CAT-Tools 2	4	30	S	2	C	7th
Elective 1	6	30	S	2	C	7th
	30	210				
Specialisation 1: Translation Track (Economics, Business and Law)	34 credit s					
Economy and business translation AB	4	30	S	3	S	7th
Economy and business translation BA	4	30	S	3	S	7th
Economy and business translation CA	4	30	S	3	S	7th
Legal translation for business AB	4	30	S	3	S	7th

Legal translation for business BA	4	30	S	3	S	7th
Introduction to the language of law	4	30	S	3	S	7th
Proofreading and post-editing	6	30	S	3	C	7th
	30	210				
Translation in social sciences AB	2	30	S	4	S	7th
Translation in social sciences BA	2	30	S	4	S	7th
Translation in social sciences CA	2	30	S	4	S	7th
Legal translation AB	2	30	S	4	S	7th
Legal translation BA	2	30	S	4	S	7th
szakdolgozat felkészítő és konzultáció / thesis guidance	5	60	S	4	C	7th
Thesis	15	-	-	4	C	7th
	30	210				
Specialisation 2: Interpreting Track	34	credits				
Consecutive interpreting I. AB	4	30	S	3	S	7th
Consecutive interpreting I. BA	4	30	S	3	S	7th
Consecutive interpreting I. CA	4	30	S	3	S	7th
Consecutive interpreting ABA	4	30	S	3	S	7th
Protocol	4	30	S	3	S	7th

Practical note-taking skills	4	30	S	3	S	7th
Proofreading and post-editing	6	30	S	3	C	7th
	30	210				
Consecutive interpreting II. AB	3	60	S	4	S	7th
Consecutive interpreting II. BA	3	60	S	4	S	7th
Consecutive interpreting II. CA	4	60	S	4	S	7th
Thesis guidance	5	30	S	4	C	7th
Thesis	15	-		4	C	7th
	30	210				
Elective 1	6 credit s					
Translation theory in the digital age	6	30	S	2	C	7th
Thesis	20	-	-	4	C	7th

4.3.1. Curriculum Overview – MA Translation and Interpreting, Specialisation 2 - *Interpreting Track*

2024 modified

Hours/ semester	1		2		3		4	
30/9	Introduction to the theory and practice of translation	5 T	Translation skills in practice AB	4 S	Consecutive interpreting I. AB	4 S	Consecutive interpreting II. AB	3 S
30/9	Introduction to the theory and practice of interpretation	5 T	Translation skills in practice BA	4 S	Consecutive interpreting I. BA	4 S		
30/9	Introduction to terminology	5 T	Interpretation skills in practice AB	4 S	Consecutive interpreting I. CA	4 S	Consecutive interpreting II. BA	3 S
30/9	Introduction to economics	5 T	Interpretation skills in practice BA	4 S	Consecutive interpreting ABA	4 S		
30/9	CAT-Tools 1	4 S	Terminology management	4 S	Protocol Interpreting	4 S	Consecutive interpreting II. CA	4 S
30/9	Translation Skills and Accuracy AB	3 S	CAT-Tools 2	4 S	Practical note-taking skills	4 S		
30/9	Translation Skills and Accuracy BA	3 S	Elective 1	6 S	Proofreading and post-editing	6 S	Thesis guidance	5 S
								-
Thesis							Thesis	15
credit/ semester	30		30		30		30	
contact hours	210/63		210/63		210/63		210 /63	

Languages: A – Hungarian language; B – 1st foreign language (English); C – 2nd foreign language

Module clusters: Transversal skills 20 credits, Electives 6 credits; Professional core:40 credits Specialisation Track 34 credits, Thesis 20 credits

4.3.1. Curriculum Overview – MA Translation and Interpreting, Specialisation1 - Translation Track, Specialising in Economics, Business and Law 2024 modified

Hours/ semester	1		2		3		4	
30/9	Introduction to the theory and practice of translation	5 T	Translation skills in practice AB	4 S	Economy and business translation AB	4 S	Translation in social sciences AB	2 S
30/9	Introduction to the theory and practice of interpretation	5 T	Translation skills in practice BA	4 S	Economy and business translation BA	4 S	Translation in social sciences BA	2 S
30/9	Introduction to terminology	5 T	Interpretation skills in practice AB	4 S	Economy and business translation CA	4 S	Translation in social sciences CA	2 S
30/9	Introduction to economics	5 T	Interpretation skills in practice BA	4 S	Legal translation for business AB	4 S	Legal translation AB	2 S
30/9	CAT-Tools 1	4 S	Terminology management	4 S	Legal translation for business BA	4 S	Legal translation BA	2 S
30/9	Translation Skills and Accuracy AB	3 S	CAT-Tools 2	4 S	Introduction to the language of law	4 S	Thesis guidance	5
30/9	Translation Skills and Accuracy BA	3 S	Elective 1	6 S	Proofreading and post-editing	6 S		
								-
Thesis							Thesis	15
credit/ semester	30		30		30		30	
contact hours	210/63		210/63		210/63		210 /63	

Languages: A – Hungarian language; B – 1st foreign language (English); C – 2nd foreign language

Module clusters: Transversal skills 20 credits, Electives 6 credits; Professional core:40 credits Specialisation Track 34 credits, Thesis 20 credits

5. Specialised focus areas

Modul clusters in MA Translation and Interpreting (120 credits):

- Transversal skills 20 credits
- Electives 6 credits
- Professional core 40 credits
- Specialisation (two differentiated professional tracks) 34 credits
- Thesis 20 credits

6. Conditions for the degree-awarding final exam

- Accumulation of 120 ECTS
- Completion of Specialisation 1: Translation Track
- or Completion of Specialisation 2: Interpreting Track

7. Final monographic degree thesis

Requirements for thesis:

- The MA thesis should not be conceived only as the formal conclusion of studies. It is a document summarizing the research efforts and all the related practical and theoretical skills acquired during studies.
- Students are required to write a monographic thesis.
- The thesis is a translation of a text written by a professional and addressed to a professional audience, no more than 5 years old, in the fields of law, economics, public administration, social sciences, politics, or the European Union.
- In cases where there is a question about the appropriateness of the topic, an individual assessment is required, in which case the English Language and Literature Department at KJU decides whether the text meets the requirements.
- The selection and processing of parallel texts may facilitate the student's work if both texts to be translated are on a similar theme.
- The chosen source document should be a published text that has not yet been translated. In the case of abridgements of longer source-language texts, it is important that the text to be translated is a coherent whole, avoiding the use of multiple passages.
- The thesis is to be submitted electronically. The theses are uploaded by the students to the university's website (szakdolgozat.kodolanyi.hu).
 - The student must consult with the thesis supervisor at least five times during the work process.
 - The supervisor is responsible for supervising the preparation of the thesis, providing professional advice and liaising with the student, preferably in person and/or electronically. The thesis adviser is approved by the head of the department from among the members of the teaching staff employed by the university. An external

adviser may be engaged if the thesis topic justifies it. This may be requested by the student. The request must be made in writing to the Head of Department.

- The thesis reflects level 7 of the capabilities in the EQFS description: the central theme must be connected to the core areas of study.
- A detailed formatting guideline for the thesis is available on the KJU website of the Department of English language and Literature.

8. Final exam

The final complex exam takes place at the end of the official exam period. The exam is a **two-part final exam**, which consists of

- a **written exam** aimed at measuring the translation competence of students from English into Hungarian and from Hungarian into English in the form of a written test, translating a text of a given length (from foreign language to Hungarian and another text from Hungarian to foreign within a specific time limit (180 minutes). The students are expected to produce a smooth, easily understandable, highly formatted text of a quality in line with the expectations of the professional translation market.
- If either of the two parts of the written exam is unsatisfactory, the entire written exam is unsatisfactory and may be repeated in the following semester.
- The oral examination may be taken only after a successful written examination.
- an **oral exam**, which consists of a **thesis defence**; Defending the thesis: the examiners may ask for a more detailed explanation of the topic, for oral correction of certain errors, and clarification of obscure points; the student responds to the questions and suggestions of the supervisor and the opponent by presenting a visual (e.g., PowerPoint) presentation of up to 6-8 minutes. The candidate's performance is assessed by a mark.
- a **complex oral final exam** for those completing the interpreting track. The final oral exam for the interpreters consists of three parts:
 - 1) interpreting from Hungarian into the first foreign language,
 - 2) interpreting from the first foreign language into Hungarian,
 - 3) one extra task related to interpreting.
- Each part will be awarded one mark by the examiners.

9. Qualification of the degree

The qualification of the degree is the rounded average of the following grades:

- grade point average of the per-semester-average (as shown in the Transcript).
- the grades of the Complex Final Examination (thesis, thesis defence, written and/or oral examination)

10. Foreign language requirements for graduates

To obtain a master's degree, students must have an intermediate (B2) level foreign language proficiency and a C1 high level foreign language at the time of admission, which must be the equivalent of an advanced (C1) level in both foreign languages by the time the students graduate.

11. Official EUROPASS CV

- European mobility framework
 - Erasmus+ mobility study exchange in the European Union countries after 2 completed semesters accumulating 60 credits, is possible for a 1-or 2 semester-period.
- Diploma Supplement (description of completed subjects)
- Other Certificates: KU offers life-long learning special programmes.

12. Administrative information on study processes

- The entire process, administration, and study programme uses NEPTUN higher education software and student/teacher interface.
- Programme description: provided by Student Communication Office
- Moodle interface information on the subjects can be found on Moodle <http://moodle.kodolanyi.hu>
- Individual problems: the mentors and the student well-being services may help.
- Information for prospective students: English language homepage

13. Student well-being services

- Immigration matters - International Student Office
- Health-related Issues: International Student Office
- Religious services: only for personal activities, official religious services are available in Budapest for most religions
- Cultural programmes: integrated into general campus services
- Sports services: only for occasional personal fitness
- Career services: Office of Career Services offer student job opportunities

14. Evaluation of course performance and quality management procedures

- Student satisfaction surveys concerning subjects yearly/10 subjects
- Student well-being survey 2 times during the programme
- Student satisfaction with the programme once during the programme cycle
- Teacher satisfaction survey once during the education cycle
- Programme performance evaluation: every year
- Institutional performance once for the accreditation cycle
- Programme renewal is possible after a completed cycle, 15 % of all credits can be changed
- Subject inner renewal is possible after a completed cycle

- Involvement of students in quality matters by appointing a student self-government representative (HÖK).