The Centre for East and South-East Asian Studies

The Centre for East and South-East Asian Studies (Centrum för öst- och sydöstasienstudier) was established in 1997 as the result of a special government initiative. The Centre’s task is to strengthen research concerning contemporary East and South-East Asia.

The research focuses on international relations in the region, economic developments, civil society and political issues, as well as digital transformations. Building upon strengths in these fields, the Centre is a hub for students and researchers at Lund University interested in the region, and is integrated into a large network of scholars and institutions in Asia and elsewhere.

The Centre is involved in a wide range of activities. These include hosting guest researchers, and organising open lectures, seminars and conferences.

The Centre maintains a library, the Asia Library, which opened in 1999. The collection is interdisciplinary and focuses on contemporary issues in East and South-East Asia. The library provides a wide selection of databases, e-books and e-journals.

Organizationally the Centre belongs to the university’s specialised research centres (USV).
The first semester begins with a course introducing the students to Asian Studies, and the main challenges and theoretical concepts used in area studies and interdisciplinary studies. This course is followed by two thematic courses discussing the major economic and political issues in Asia.

The second semester consists of one course either on contemporary Japan/Korea, or China, or South-East Asia, or South Asia, as well as a course on research methodology.

During the third semester you can choose between a number of optional disciplinary and thematic courses at the Centre. The elective courses are chosen after approval by the programme coordinator, and enable you to tailor the programme to suit your particular research interests. The third semester ends with an applied fieldwork course either in Lund or at one of our partner universities in Asia: Peking University, China, Waseda University, Japan, Universiti Kebangsaan, Malaysia and Tata Institute of Social Sciences, India.

During the fourth and last semester you complete the programme with a written thesis, which provides an opportunity to demonstrate mastery of theories, methods and analysis of empirical data in the field of Asian Studies. There is a progression within the programme as the courses become more specialised over time and require higher levels of critical and analytical skills. The courses are studied in the following order:

**FIRST SEMESTER (30 CREDITS)**
- Introduction to Asian Studies (6 credits)
- The Economic Transformation of Asia (12 credits)
- Political Systems, Governance and Democratization in Asia (12 credits)

**SECOND SEMESTER (30 CREDITS)**
- Courses on China, Japan/Korea, Southeast Asia, and South Asia (15 credits)
- Research Methodology in Theory and Practice (15 credits)

**THIRD SEMESTER (30 CREDITS)**
- Elective course 1 (7.5 credits)
- Elective course 2 (7.5 credits)
- Elective course 3 (7.5 credits)
- Applied fieldwork course (7.5 credits)

**FOURTH SEMESTER (30 CREDITS)**
- Master’s Thesis (30 credits)
**LOCATION**
The Centre is located in the Nodrum building on Sölvegatan 18B. For more contact information and a map, please see here:
http://www.ace.lu.se/contact-and-visit-us

You will have access to the building Monday - Friday, 09.00 - 17.00.

**STUDENT ENROLMENT**
Students who have been accepted into the programme only have the right to enrol from the semester stated in the letter of acceptance. If you cannot enter the programme on the given date you can have your place deferred but you need to submit an application to the Director of Studies specifying the reasons for such a deferral. If granted, the deferral cannot be longer than one year.

If you want to take a pause in your studies you need to apply to the Director of Studies specifying the reasons for such a pause. If you do not apply for a pause in your studies you will be regarded as having terminated your studies and will lose your place in the programme. If you have ended your studies without notifying the Director of Studies you can only be re-accepted into the programme if there is a vacancy. In such a case the previous record of studies can be taken into account.

**COURSE INFORMATION**
All course information, including course plans, schedules, literature, teachers, exams, and other relevant information, is found on the course page LUVIT (the learning platform used by the Centre) to which all registered students have access. LUVIT also enables students to e-mail each other etc.

Academic achievements (the student workload) at Lund University (and in Sweden) are measured according to the Swedish credit system. One and a half credit equals approximately one week of full-time studies. Thus, after one normal semester of successful full-time studies (participating according to requirements and passing the examinations) you are awarded 30 credits (ECTS). Courses at the Centre usually consist of 6, 7.5, 12 or 15 credits each. Courses are always taken sequentially with the result that there are no overlapping courses. The majority of the courses are obligatory but some courses during the second and third semesters are elective.

**TEACHERS**
The Centre’s teachers and staff have their offices at the Centre, whereas teachers from other departments who teach at the master programme have offices at their respective departments elsewhere in Lund. Teachers and staff are available during visiting hours or by appointment. See web site for information http://www.ace.lu.se/masters-programme/about-the-programme/teachers-on-the-master-programme

**ABSENCE FROM CLASS**
If you cannot attend a lecture or seminar you should always e-mail and inform the course-director that you will be absent.

**LUVIT - the learning platform used by the Centre.**
This is where you will find course schedules, course documents and other information. You will receive log-in information once you have been registered to the programme.
EXAMS AND GRADINGS
For information about exams for respective courses, look at the course page on LUVIT. In general exams consist of seminar papers and a final home assignment. Participation at the seminars is compulsory and you are expected to be active in discussions and presentations. If you have failed an exam you will be given a second exam opportunity a few weeks later. A further exam opportunity regarding courses completed during the past academic year will be offered in August. The grades awarded are A, B, C, D, E or Fail (U). The highest grade is A and the lowest passing grade is E. The grade for a non-passing result is Fail (U).

CHEATING, PLAGARISM AND ACADEMIC WRITING
The purpose of the master programme is to train you in your ability to work independently and critically. Exams and assignments involve elements of responsibility and trust. Your work must be original and a result of your own analytical skills and intellectual efforts. All cited sources must be referenced clearly. Cutting and pasting from the Internet is not permitted, although Internet sources can be cited if referenced. If you hand in an assignment or take-home exam that to a large part consists of material cut and pasted from the Internet or quotes texts authored by others without references it is considered as intentional deception. Copying from other students, helping someone to cheat and letting a fellow student copy your texts are other examples of intentional deception. If you intentionally try to deceive the examiner you will be reported to Lund University’s Disciplinary Board and will be subjected to disciplinary action.

During the introduction course you will be provided with some workshops elaborating on the principles and guidelines for academic writing. You will also be given a hand-out on academic writing. The Centre uses an Internet tool, Urkund, to check all seminar papers/home assignments/theses, etc. for cheating and plagiarism.

THESIS TOPICS
You are free and welcome to choose and discuss your thesis topic with teachers on the programme and with the Director of Studies. It is strongly recommended that you familiarise yourself with the teachers’ research when deciding upon your topic. The Director of Studies needs to approve the thesis topic (a decision based upon feasibility, ethical considerations, etc.) and also assigns a suitable tutor. You should then, together with the tutor, set up a feasible work plan for thesis work and maintain close contacts with the tutor throughout your thesis work.

STUDENT SERVICES AT THE CENTRE
Nina Brand handles all matters concerning Lund University’s computerized system for student registration, LADOK. This includes student registration, registration of exam results, registration of passed courses, course certificates, etc.

The Director of Studies, Monica Lindberg Falk, is responsible for student admission, student counselling, and other issues related to the master programme. Visit by appointment.

Sidsel Hansson offers study guidance and can be of assistance if you need help with supporting measures such as studying techniques etc. Visit by appointment.

LADOK - a national system for study administration within higher education in Sweden. Used for documentation of students academic information such as course registration, examinations and grades, student exchange etc.
Student rights

STUDENT RIGHTS
The guidelines represent targets for relations between the university, students, departments and other individuals or organizations responsible for tuition at Lund University. Due to the varied nature of the operations of the university, local deviations may occur. However, departments are to strive to fulfil these guidelines as far as possible. As the guidelines do not represent absolute legal rights, they cannot form the basis of legal action against the university.

STUDENT REPRESENTATIVES
Students should elect student representatives. The student representatives will have three seats in the Board of Directors for the Centre as well as two seats in the Educational Board. Student representatives shall safeguard students' interest and serve as a spokesperson in student affairs. The elections will take place in the beginning of the first semester.

STUDENT UNION
The student unions guarantee high quality in education at the university by monitoring education and organizing student influence through some 1 000 posts at all levels within the University. In addition to monitoring education, the unions arrange social activities, career fairs, lectures and welcome activities for new students. Students on the Master’s Programme in Asian Studies belong to the Social Sciences Student Union.

The Social Sciences Student Union web site: http://samvetet.org/en/

For more information on the student rights please see: http://www.lunduniversity.lu.se/current-students/academic-matters-support/student-rights-and-guidelines

The Social Sciences Student Union is part of Studentlund, which is a collaboration between Lund University's Student Unions, the Nations and the Academic Society (AF). A membership in the Union requires a membership in all of Studentlund.

For more information please see: http://studentlund.se
Being a student at Lund University

STUDENT ACCOUNT
The student account gives you access to a number of electronic services that Lund University offers its students; among other things, you can use it to log in to the Student Portal and your webmail. Find out more about the student account and how to activate your student account here: http://www.lunduniversity.lu.se/current-students/new-students/your-student-account

STUDENT PORTAL
The Student Portal is your personal page where you can access many electronic and administrative student services. You log in to the portal using your student account. You can use the Student Portal to check your academic results, download software, pay tuition fees (if you are required to pay a tuition fee) and more.
http://www.lunduniversity.lu.se/current-students/new-students/the-student-portal

THE LU CARD
All Lund University students have to have an LU card in order to have access to university premises. The LU card has several functions:

- ID card within Lund University
- access card for all buildings you need for your studies
- borrowing card for all the university libraries

You can obtain a LU card from one of several card stations around the University. Please see here for more information:
http://www.lunduniversity.lu.se/current-students/new-students/lu-access-card

ACADEMIC SUPPORT CENTRE (ASC)
The Academic Support Centre (ASC) is a free service open to all students studying courses and programmes conducted in English and provide individual and group consultations, workshops, and seminars on topics in three areas: the academic writing process, speaking and presentations skills, and reading and study skills. For more information please see: http://www.lunduniversity.lu.se/current-students/academic-matters-support/the-academic-support-centre

STUDENTS WITH DISABILITIES
If you have a disability, for example dyslexia, a visual impairment or ADHD, you may have the right to support during your studies. In order to receive support, you must have a certificate stating that your disability is long-term or permanent. At Lund University the following forms of learning support is offered:

- Note-taking
- Special arrangements for exams
- Study skills tuition
- Talking books
- Study support mentor

For more information please see here: http://www.lunduniversity.lu.se/student-life/preparing-to-come/students-with-disabilities

You can also ask our librarians for more information.
The Asia Library is located in the middle of the Centre. During all opening hours, library staff are available and can support you on issues concerning information retrieval, databases and interlibrary loans etc. You can also book a librarian if you need help to find information for your studies. At the beginning of the semester there is an introduction to the library services and, a bit later on, more in-depth information. Read more about the Asia library: [www.ace.lu.se/library](http://www.ace.lu.se/library)

You can get a library account for free that entitles you to borrow books at the Asia library and at all the other 25 Lund University libraries. You apply online and you need to activate your student card, which is used as a library card, within 14 days at one of the LU libraries.

**THE DIGITAL LIBRARY**

You have access to databases, e-books and e-journals at the Lund University libraries from any electronic device, with your student account. The best way to access the material is through LUBsearch, a collective entry point to all the libraries’ joint resources.

[http://lubsearch.lub.lu.se](http://lubsearch.lub.lu.se)

To help you find information, the librarians have created a library guide especially for you. In the guide you will find special links to journals, databases et.al. concerning Asia. There are also information about methods, academic integrity, and how to write and cite.

[http://libguides.lub.lu.se/ace](http://libguides.lub.lu.se/ace)

The library has three computers for information retrieval and for writing papers etc. You log in using your student account. There is a photocopier/scanner/printer in the library, and there is a charge for printing and copying.

**COURSE BOOKS**

The Asia library keeps a limited number of mandatory course books and you can borrow them for two weeks at a time. There is also a reference copy of each course book that you can read in the library. Some of the course literature is available at other libraries within Lund University, and some in digital form via LUBsearch.
Contact information

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