Admissions Statutes of Ulm University for the English-taught Master’s Programme in “Advanced Materials”

of 10 December 2014

In accordance with §§ 63 (2), 60 (2) no. 2, 59 (1) of the Law on Higher Education of the Land of Baden-Württemberg (“Landeshochschulgesetz” = LHG) in the version of article 1 of the third law on changes to regulations in higher education (Drittes Hochschuländerungsgesetz - HRÄG) of 1 April 2014 (Law Gazette p. 99 ff) and based on § 6 (4) Hochschulzulassungsgesetz (HZG - law on admission to higher education) in the version of Article 7 of the third HRÄG in conjunction with §§ 3 (1) sentence 3, 20 Hochschulvergabeverordnung (HVVO - decree on the allocation of places in higher education) in the version of article 14 of the third HRÄG, the Senate of Ulm University adopted the following statutes on 10 December 2014.

Preliminary remarks on language use

According to Article 3 (2) Basic Law men and women have equal rights; all male designations of persons and positions used in these statutes apply equally to women and men.

§ 1 Scope of Application

Ulm University allocates the places available in its master’s programme in “Advanced Materials” according to the following provisions

§ 2 Deadline and form

(1) Students are admitted once per year to the winter semester. Ulm University must receive the application for admission to the winter semester by 30 April of the respective year.

(2) To apply for admission an online application form must be filled in and transferred electronically to Ulm University by the deadline indicated in paragraph 1 above unless an electronic application would impose hardship on the applicant. Hardship is given where the applicant can demonstrate that they were not able to or limited in their ability to use electronic data transfer for reasons beyond their control.

(3) The printed and signed online form and all documents listed on the form must be received by Ulm University by the deadline indicated in paragraph 1 above.
(4) The following documents must be enclosed with the application:

a) proof of compliance with the requirements listed in § 3,

b) statement declaring whether the applicant has lost their right to examination in the master’s programme in Advanced Materials or any other study programme with essentially the same content at any institute of higher education in Germany or abroad. The subject-specific study and examination regulations indicate which study programmes are deemed to be related;

c) a written report (in English) in which applicants state their personal and subject-related reasons for applying for the chosen study programme and in which they explain their choice of programme (letter of motivation);

d) copies of certificates and other documents demonstrating of the applicant’s previous career. This may be proof of vocational training and/or practical work as well as any previous studies allowing conclusions about the applicant’s aptitude for this programme;

e) two letters of recommendation from the institute of higher education where the final examination qualifying for admission to this master’s programme was taken.

(4) Where such proof is not in German or English, a certified translation into German or English is required.

§ 3 Entrance requirements

(1) Entrance is subject to the following requirements:

1. proof of a bachelor’s degree awarded after completion of a minimum three-year study programme in the natural sciences or engineering, in particular, in physics, chemistry, biology, materials science, electrical engineering or any other programme focussing on the science of materials at any university in Germany or abroad or any degree recognized as equivalent;

2. as a rule, studies comprising two courses (each of approx. 3 hours of instruction per week) in mathematics and physics or in mathematics and chemistry or an equivalent volume of studies in mathematics and physics or in mathematics and chemistry;

3. proof of adequate English language competence (as a rule, by the Test of English as a Foreign Language (TOEFL) with a minimum of 88 points (internet-based TOEFL), 570 points (paper-based TOEFL) or 230 points (computer-based TOEFL), or the IELTS with 6.5 points or more or equivalent proof).

§ 3 (1) no. 3 does not apply to applicants who are native speakers of English. Moreover, the admissions committee may decide on exemptions in justified exceptional cases in agreement with the head of the language centre.
(2) Applicants are selected according to the following criteria pursuant to § 3 (1):

   a) the final grade of the bachelor’s degree or equivalent degree or, if this has not yet been determined, the average grade of examinations taken by the date of the application

   b) individual grades and volume of education received in the fields of mathematics, physics, chemistry, biology/biochemistry, engineering and materials science

   c) letter of motivation

   d) proof of vocational training and/or any practical work

   e) letters of recommendation

(3) The criteria under § 3 (2) are assessed by the admissions committee according to an evaluation scale previously agreed by it. As a rule, this complies with the guidelines proposed by the Standing Conference of the Ministers of Education and Cultural Affairs (“Kultusministerkonferenz”).

§ 4 Admission procedure

(1) The presidential board decides on admissions at the proposal of the admissions committee.

(2) The application must be rejected if

   a) the requirements described in § 2 and § 3 above are not fulfilled, or

   b) applicants have lost their right to examination in the chosen master’s programme in Advanced Materials or in any other study programme with essentially the same content or are in the process of being examined in any such study programme.

(3) In all other respects, the provisions related to admission procedures in general as stated in the admissions and enrolment statutes of Ulm University remain unaffected.

§ 5 Admissions committee

(1) The admissions committee consists of one or more persons each from the Faculties of Engineering and Computer Science, Medicine and Natural Sciences. The members choose from among themselves a chairperson and their deputy.

(2) The members of the admissions committee are appointed by the faculties named in paragraph 1 above. The members’ term in office is three years. They may be reappointed.

(3) The equivalence of prior qualifications and the comparability of previous academic degrees is determined by the admissions committee. For the recognition of foreign degrees,
the recommendations of the Standing Conference of the Ministers of Education and Cultural Affairs (“Kultusministerkonferenz”) and agreements within the framework of university partnerships must be considered. In cases of doubt, the Central Office for Foreign Education (“Zentralstelle für ausländisches Bildungswesen”=ZAB) is heard.

§ 6 Coming into effect

(1) These statutes come into effect on the day after their publication in the official information bulletin (“Amtliche Bekanntmachungen”) of Ulm University. They are first applicable to the admission procedure for the winter semester 2015/16

(2) At the same time, the admissions statues of Ulm University for the English-taught master’s programme in “Advanced Materials” of 23 February 2011 (official information bulletin (“Amtliche Bekanntmachungen”) of Ulm University No. 7 of 2 March 2011, p. 130-133) cease to have effect.

Ulm, 15 January 2015

signed

Prof. Dr. Karl Joachim Ebeling
- President -