Admissions statutes of Ulm University for the consecutive, English-taught master's programme in “Molecular Medicine” of 1 June 2017

Based on §§ 63 (2), 60 (2) no.2, 59 (1) sentence 2 LHG in the version of article 1 of the third law on changes to higher education regulations (Drittes Hochschulrechtsänderungsgesetz-3. HRÄG) of 1 April 2014 (law gazette no. 6, p 99ff) last amended by article 3 of the law amending tuition fee regulations in higher education and other acts of 9 May 2017 (law gazette p. 245, 250), the President of Ulm University, on 31 May 2017, adopted the following statutes within a procedure following § 14 (1) of the rules of procedure of Ulm University of 9 February 2009.

Preliminary remark 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 regulations apply equally to men and women.

§ 1 Scope of application

To take up studies in the first semester of the master’s programme in Molecular Medicine at Ulm University, applicants must submit proof of a degree in higher education as well as language skills as required for the study programme and, additionally, proof of aptitude according to the criteria described in §§ 5 and 6. The purpose of this proof of aptitude is to determine if, in addition to the qualifications documented with the higher education degree and the language certificate, the applicant has the aptitude required for the special qualitative prerequisites of the master’s programme in Molecular Medicine.

§ 2 Deadline and form

(1) Students are admitted once per year to the respective winter semester. The application for admission to the first semester in the programme including all required proof must have been received by 15 May (cut-off deadline).

(2) The application must be submitted electronically unless an electronic application would constitute a hardship for the applicant. Hardship exists where a person is not able to apply electronically for special personal or health reasons. Applicants apply to Ulm University in the form prescribed by Ulm University. The form of the application follows the general provisions on admission procedures in the respective applicable statutes of Ulm University on admission and enrolment.
The following documents must be submitted together with the application:

a) Proof of compliance with the requirements listed in § 3 (1) and (2),

b) Statement declaring whether the applicant has lost their right to examination or is in the process of being examined in any master’s programme in Molecular Medicine or any other programme with essentially the same content at any institute of higher education in Germany or abroad.

Where such proof is not in German or English, an official translation into German or English is required.

Paragraphs 1 – 4 do not apply to applicants in double degree or joint degree programmes, where university partnership agreements take precedence. Application procedures and periods as well as information on admission procedures and required documents must be specified on the websites of the partner universities. This applies analogously to §§ 3 (3), 4 ff. of these statutes. If no corresponding agreements have been concluded, the provisions of these statutes apply.

§ 3 Entrance requirements

(1) Entrance is subject to the following requirements:

a) Proof of a bachelor's degree with examination results as defined in paragraph 2 in Molecular Medicine or another programme with essentially the same content in accordance with Annex 1¹ awarded at any German or foreign higher education institution, or any qualification which is recognised as equivalent after completion of a minimum of three years of study,

b) Proof of an adequate command of English at level C 1 of the Common European Framework of Reference for Languages (CEF). This proof may be
   - 7.0 points or more in the International English Language Testing System (IELTS); if both IELTS score and Common European Framework of Reference for Languages (CEF) level are shown, the higher language level is recognised,
   - Certificate in Advanced English or Certificate of Proficiency in English in the Cambridge exam,
   - 701 points or more in the Test of English for International Communication (scale of points 10-990) (TOEIC),
   - 100 points or more in the Test of English as a Foreign Language internet-based (TOEFL iBT),
   - level III or level IV of the UNIlcert®,
   - CEF C1 - level or higher, shown e.g. on higher education entrance qualification. Any level of language proficiency that is in part on and in part lower than level CEF C1 is not recognised.

§ 3 (1 b) does not apply to applicant whose language of instruction during bachelor’s or other degree studies was exclusively English. Moreover, there are exceptional cases

¹ Study programmes with essentially the same content are study programmes that comply with all the requirements regarding corresponding content as defined in Annex 1.
where an applicant can be exempted from submitting proof of adequate language proficiency, in particular, if they have completed a degree in English. The managing director of the Centre for Languages and Philology decides on such exemptions at the request of the applicant.

(2) The examination results are documented through

a) a bachelor’s degree with an overall grade of 2.5 or better or, if no degree has yet been awarded, through
b) an average grade of 2.7 or better in examinations taken in accordance with § 2 (1) by the date of the application.

(3) In addition to the requirements listed in paragraphs 1 and 2, this study programme is subject to the following qualitative prerequisites:

a) successful subject-specific study aptitude test with a minimum of 50% of the total points, and
b) a selection interview with a below-average result (4.0) or better. Compliance with qualitative prerequisites is ascertained in two steps.

§ 4 Proof of aptitude

(1) As part of the first step to ascertain compliance with qualitative prerequisites, a subject-specific study aptitude test (Test) is conducted to decide on participation in the second step ascertaining qualitative prerequisites, which is a selection interview. In the second step, some of the candidates preselected under § 5 are granted admission based on the outcome of the selection interview.

(2) Participation in the selection interview is granted depending on the score obtained in the Test; applicants earning a minimum of 50% of the total points in the Test are invited to the selection interview. If the score mentioned in sentence 1 is less 50% of the total points, applicants are deemed unsuitable. They do not move on to the second step.

§ 5 Proof of aptitude procedure: First step (Test)

(1) A written multiple-choice test in English on knowledge related to the master’s programme is conducted.

(2) As a rule, the Test is conducted in the period from 1 June to 31 August at Ulm University. The University publishes the exact dates and the place of the examination eight weeks previously. Ulm University invites the applicants to the Test two weeks before the date of the Test.

(3) In justified cases, the Test can be taken abroad if the required infrastructure is in place. A legal claim does not exist. Ulm University can ask third parties (such as DAAD, TestDaF centres) to support them offering the Test. For this service, these organisations may charge an adequate fee to cover their expenses. Ulm University determines content and
framework conditions of the test.

(4) The duration of the Test is 60 minutes. In the Test, a maximum of 30 points can be earned.

(5) If applicants show in a credible way, by submitting a medical certificate, that they are unable to take the Test fully or in parts in the required form due to longer or permanent disability, the admissions committee must allow the applicant more time for the Test or provide them with the opportunity to present an equivalent achievement in a different form.

(6) The Test is awarded 0 points if the applicant fails to appear for the test without good cause. Applicants are permitted to take part in the next Test or selection procedure if they present written proof of good cause to Ulm University immediately after the missed Test; in case of illness, a medical certificate must be submitted. If applicants withdraw from the Test after it has started the points earned by the time of withdrawal are counted. In such case, sentence 2 applies. Applicants who failed to appear for the Test are not admitted to selection interviews.

(7) If an applicant tries to manipulate the Test result through deceit or use of unauthorised means, the Test is awarded 0 points. Applicants disrupting the orderly conduct of the examination are excluded from continuing the Test by the respective supervisor; in this case, the Test is awarded 0 points and the applicant is excluded from taking part in the selection interview.

§ 6 Proof of aptitude procedure: Second step (selection interview)

(1) As part of the second step ascertaining qualitative prerequisites, the selection interview is evaluated.

(2) The selection interview is conducted in English by a selection committee. As a rule, the interview takes place within 3 days of the Test. The admissions committee publishes the exact dates and the location of the interviews after the Test has been conducted.

(3) The selection by interview is based on the applicant’s motivation and aptitude for the master’s programme as shown in the interview. The content of the bachelor’s thesis, technical expertise in molecular medicine, linguistic competence and motivation for studying are discussed in the interview.

(4) The members of the selection committee jointly interview each applicant; as a rule, each interview lasts 20 minutes.

(5) A record of the selection interview must be prepared by one member of the selection committee; this record must contain the following information: name of the applicant, time, place and duration of the interview, topics addressed, grades according to paragraph 7 below. Both members of the selection committee must sign the record.

(6) The interview is awarded a fail (grade 5) if the applicant fails to appear for the interview
without good cause. Applicants are permitted to take part in the next round of interviews or selection procedure if they present written proof of good cause to Ulm University immediately after the missed interview; in case of illness, a medical certificate must be submitted.

(7) When all interviews have been conducted, the members of the selection committee individually evaluate the selection interview. Based on the arithmetic mean of the individual evaluations of the members of the selection committee an overall grade is formed according to the following scale:

1 = significantly above average
2 = above average
3 = average
4 = below average
5 = significantly below average

(8) Each part of the selection interview is graded separately, i.e. separate grades according to the scale in paragraph 7 are given for the parts of the selection interview in section 3. The grades for the parts “content of the bachelor’s thesis” and “motivation for studying” according to paragraph 3 are in single weighting and the parts “technical expertise in molecular medicine” and “linguistic competence” according to paragraph 3 are in double weighting.

(9) If the overall grade formed according to paragraph 7 is at least below average (4.0), this result shows aptitude based on the outcome of the second step. The applicants are admitted by the Board at the proposal of the selection committee and are sent an admission letter.

§ 7 Admission procedure

(1) The application for admission must be rejected if

a) the documents listed in § 2 (1) and (2) were not submitted to Ulm University on time and complete, or

b) applicants have lost their right to examination in the master’s programme in Molecular Medicine or are in the process of being examined in this programme, or

c) the requirements stated in § 3 (1), (2) or (3 a or b) are not fulfilled.

(2) Applicants deemed unsuitable after the first step (Test) or after the second step (selection interview) of ascertaining qualitative prerequisites receive a letter of rejection by Ulm University. This letter must state the reasons for rejection and provide information on their right of appeal.

(3) In any other respect, the applicable provisions on admission stated in Ulm University’s statutes on admission and enrolment as amended remain unaffected.

§ 8 Admissions committee, selection committees

(1) An admissions committee and selection committees are appointed. The admissions committee and selection committees are composed of two or more persons.
(2) The faculty board (Dekanat) of the Medical Faculty appoints the members of the admissions committee and the selection committees and their deputies. A person can serve, at the same time, as a member of the admissions committee, a member of one of the selection committees and a deputy member of a further selection committee. The members’ term of office is three years. Reappointment is possible. At the request of the student members of the faculty council, a further student may join the committee in an advisory capacity.

(3) The admissions committee determines the equivalence of previous education and academic degrees. The recognition of foreign degrees must comply with the recommendations of the Standing Conference of the Ministers of Education and Cultural Affairs and the agreements made as part of university partnerships. In cases of doubt, the Central Office for Foreign Education (ZAB) must be heard.

(4) The admissions committee decides whether the applications are adequate in terms of their subject-specific content.

(5) The selection committees ensure that selection interviews and the resulting evaluation of the activities described in § 6 (2) are conducted properly from a technical point of view; they then present the outcome to the Board according to § 7 (1), which takes the decision.

§ 9 Effective date

(1) These statutes come into effect on the day after their publication in the official information bulletin (Amtliche Bekanntmachungen) of Ulm University. They first apply to winter semester 2017/18 admissions.

(2) Ulm University’s admissions statutes for the consecutive English-taught master’s programme in Molecular Medicine of 26 January 2017 (official bulletin of Ulm University no. 3 of 2 February 2017, pages 28 - 34) cease to have effect.

Ulm, 1 June 2017

signed
Prof. Dr.-Ing. Michael Weber
(President)
Annex 1 to § 3

Study programmes with essentially the same content are study programmes with the following volume of study achievements from subject groups A-C:

A) In subject group A, achievements are required in all named subjects.

B) In subject group B, achievements are required in at least one of the named subjects.

C) In subject group C, achievements are required in a minimum of three of the named subjects.

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