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# Admissions statutes of Ulm University for the consecutive English-taught master's programme in Cognitive Systems of 4 Dec 2025

Based on § 60 (2) no. 2, § 63 (2) and § 59 (1) and (2) of the Federal State Higher Education Act (LHG) in the version dated 1 January 2005, amended several times and last amended by Article 24 of the Act dated 17 December 2024 (Law Gazette p. 114), the Senate of Ulm University adopted the following statutes on 12 November 2025 for entrance to the admission-restricted consecutive English-taught master's degree programme in Cognitive Systems at Ulm University.

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## § 1 Scope of application

These statutes regulate the entrance of applicants to the first semester of the master's programme in Cognitive Systems. In this master's programme, admission quotas have been set according to the currently valid admission quotas ordinance (ZZVO universities); an entrance and admission procedure (selection procedure) takes place according to the following provisions.

## § 2 Deadlines

Students are admitted once per year to the respective winter semester. Ulm University must receive the application for admission to the winter semester including all required documents by 15 May of the respective year. This deadline is a cut-off deadline in accordance with §§ 33 (1) sentence 2, 20 (2) HZVO; it will be announced on the website of Ulm University for this degree programme.

## § 3 Form of the application

(1) The form of the application follows the provisions on admission procedures in the applicable version of Ulm University's statutes on admission and enrolment. The documents to be submitted for the master's programme in Cognitive Systems are announced on the relevant web pages of Ulm University.

(2) The following documents must be submitted together with the application:

1. Proof of the prerequisites defined in § 4 (1) nos. 1-2; especially in case of § 4 (1) no. 1 a) and b), the bachelor's examination certificate or similar proof and the bachelor's degree certificate,
2. declaration by the applicant stating whether she or he has failed at last attempt an examination required by the examination regulations at a domestic university in the same master's degree programme or in a related degree programme with essentially the same content, or whether the right to examination no longer exists for other reasons,
3. any additional documents mentioned in the current version of the statutes of Ulm University

on admission and enrolment for studies, if applicable.

(3) In addition,

- the diploma supplement (if available),
- the transcript of records (ToR) or an excerpt of grades or another document of the higher education institution indicating the final or average grade, and
- in the case of foreign certificates, a grading scale with the best possible grade and the minimum passing grade for obtaining the higher education degree

must be submitted together with the application.

(4) The time for demonstrating the required language skills is regulated in § 6 of the Statutes on language skills required for studying at Ulm University.

(5) If these certificates and other documents to be submitted are not in German or English, an official translation into German or English must also be submitted.

**§ 4 Entrance requirements**

(1) Prerequisites for entrance to the master's degree programme in Cognitive Systems are

1. Bachelor's degree or at least equivalent degree from a university, a university of applied sciences, a cooperative university or a recognised foreign higher education institution in Cognitive Systems or in a subject-related or subject-specific programme at the level of at least three years of study,

   a) in a degree programme in cognitive science, psychology or computer science, or

   b) in a degree programme in which basic knowledge totalling at least 90 ECTS credits has been acquired in one or more of the three cognitive science-relevant subject areas “Information Processing in Natural Systems”, “Information Processing in Technical Systems” or “Mathematical Modelling”, and the applicant's subject-specific aptitude for this master's programme has been established in accordance with the subject-specific additional information; this includes, in particular, degree programmes in biology with a focus on neuroscience, engineering, physics or mathematics,

   in each case proven by an academic final examination with a bachelor's degree with an overall grade of 2.5 or better or, if no degree is yet available, by the previous study and examination achievements with an average grade of 2.5 or better up to the time of submission of the application,

2. as well as adequate English language skills according to § 3 (2) of the applicable Statutes on the required language skills for studying at Ulm University.

(2) Subject-specific degree programmes within the meaning of paragraph 1 no. 1 are degree programmes for which applicants can prove that they meet the requirements of the subject-specific additional information

(3) The admissions committee is responsible for assessing subject-specific aptitude within the meaning of § 4 (1) no. 1 b) or whether the degree programme fulfils the requirements of the subject-specific additional information in accordance with § 4 (2). The individual assessment components in the subject-specific additional information must be graded by at

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least two members of the admissions committee with a grade on a scale from 0 (unsatisfactory) to 5 (very good). Intermediate grades and points deviating from full numerical values may not be awarded. The arithmetic mean of the individual grades is used to calculate a result for the respective assessment component; an overall result is then calculated from all the individual results for the assessment components. The subject-specific aptitude is given or the subject-specificity of a degree programme is determined if the applicant's subject-specific knowledge and competences in the subject-specific additional information in at least one component of the assessment have been assessed with at least 4 points or if the overall result of all components of the assessment is at least 3 points. Students who do not fulfil this requirement are considered unsuitable for the programme or the programme is not subject-specific

(4) The admissions committee shall decide on the equivalence of the bachelor's degree and that of other degrees not expressly mentioned in paragraph 1 no. 1. When recognising foreign degrees, the assessment proposals of the Central Office for Foreign Education (ZAB) at the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK) as well as any agreements within the framework of higher education partnerships must be observed. For degree programmes that are not subject to the ECTS regulations (ECTS grades and credit points), the admissions committee decides whether the requirements stated in paragraph 1 are met. If no final grade or average grade is documented and cannot be provided by the higher education institution, an average grade is calculated from the individual grades of the study and examination achievements shown in the ToR, excerpt of grades or in another document, taking into account their respective weighting, in particular percentages or ECTS points. The result of the average grade is reduced to one decimal place without rounding. If there is no proof of grade, the applicant is included in the ranking with the minimum passing grade.

(5) Deviations from §§ 2, 3 as well as § 4 (1) may arise for students who are in joint degree, double degree or structured exchange programmes. Insofar as contractual agreements exist in these programmes, they shall take precedence over the provisions of these statutes.

(6) Admission to the master's degree programme can also be applied for if the bachelor's degree cannot yet be submitted by the expiry of the application deadline according to § 2 and if it can be expected that the applicant will complete the bachelor's degree programme in good time before the start of the master's degree programme on the basis of previous studies, in particular the previous study and examination achievements In this case, the preliminary average grade according to § 4 (1) no. 1 b) can be considered for the entrance decision.

**§ 5 Admission requirements, ranking list**

(1) If the number of applicants who fulfil the admission requirements of § 4 exceeds the number of admissions for the master's programme in Cognitive Systems specified in the ZZVO, ranking lists will be created.

(2) The selection and admission decision is based on the applicant's level of qualification. The level of qualification is determined by the average grade of the bachelor's degree or the

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average grade of the examinations completed by the application deadline.

(3) Applicants are ranked as follows: If a bachelor's degree is available, the average grade of the bachelor's degree or equivalent qualification is decisive. If no bachelor's degree is available, the average grade of all programme-specific examinations completed by the end of the application deadline will be used as the basis for the assessment. If there is a tie in the selection process, the decision is made by drawing lots.

**§ 6 Admission and selection decision**

(1) Admissions are determined by the President based on the admissions committee's proposals. The decision on the academic aptitude of the applicant as well as the evaluation of the documents is the responsibility of the admissions committee.

(2) Admission shall be denied if

1. the application documents were not submitted in due time within the meaning of § 2 or in due form, and completely within the meaning of § 3,
2. the requirements stipulated in § 4 have not been met, or
3. a previous admission in the same degree programme or a related degree programme with essentially the same content has lapsed because an examination was failed at last attempt or the right to examination no longer exists.

(3) Applicants who fail to prove that they meet the requirements of § 4 in due form and time shall be excluded from the procedure and shall receive a notice of exclusion. Anyone who is not admitted based on their level of qualification pursuant to § 4 will receive a letter of rejection. The notifications must state the reasons and provide information on the right of appeal.

(4) In any other respect, the applicable provisions on admission stated in Ulm University's statutes on admission and enrolment remain unaffected.

**§ 7 Admissions committee**

(1) The faculty board appoints an admissions committee. The admissions committee consists of four persons who belong to the full-time academic staff. Half of the members come from psychology and half from computer science. At least one person must be a higher education teacher as defined in § 44 (1) no. 1 LHG. The faculty board may appoint an experienced professional practitioner to the admissions committee on the basis of § 2c p. 2 no. 6 of the higher education admissions act (HZG). The admissions committee constitutes a quorum if at least two members are present at the meeting. The members' term of office is three years. Reappointment is possible.

(2) The admissions committee elects a chairperson from among the voting members and a person to deputise for them.

(3) At the request of the student members of the faculty council, a further student may join the committee in an advisory capacity. The term of office is one year.

**§ 8 Effective date, expiry**

(1) These statutes come into effect on the day after their publication in the Official Bulletin of

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Ulm University. They first apply to winter semester 2026/27 admissions. At the same time, Ulm University's admissions statutes for the consecutive, English-taught master's programme in Cognitive Systems of 24 March 2023, published in the Official Bulletin of Ulm University no. 9 of 29 March 2023, pages 133-7 cease to have effect.

(2) The previous statutes shall continue to apply to admission or allocation procedures that have already begun when these statutes come into force until these procedures have been completed.

Ulm, 4 December 2025

signed

Prof. Dr.-Ing. Michael Weber

President of Ulm University

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