

**Admissions statutes of Ulm University
for the consecutive master's programme in
Management Information Systems - Digital Business & Analytics ("Winfo")
of 30 June 2025**

Based on § 60 (2) No. 2, § 63 (2) and § 59 (1) and (2) of the Federal State Higher Education Act Baden-Württemberg (Landeshochschulgesetz – LHG) in the version dated 1 January 2005, amended several times and most recently by Article 24 of the Act of 17 December 2024 (State Gazette p. 114), the Senate of Ulm University adopted the following statutes on 21 May 2025 for admission to the consecutive master's programme with unrestricted admission in Business Informatics – Digital Business & Analytics ("Winfo") at Ulm University.

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These statutes regulate the admission of applicants to the first semester of the master's programme in Management Information Systems – Digital Business & Analytics. In this master's programme, no admission quotas have been set according to the currently valid admission quotas ordinance (ZZVO universities); an entrance procedure takes place according to the following provisions.

§ 2 Deadlines

Admissions take place in the winter and summer semester. Ulm University must receive the application for admission to the winter semester by 15 July of the respective year, and the application for admission to the summer semester by 15 January of the respective year, including all required documents. These deadlines are legal deadlines; they are 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 Management Information Systems - Digital Business & Analytics 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 requirements specified in § (4) 1 no. 1 to no. 2, in particular in the case of § (4) 1 no. 1 the bachelor's examination certificate or comparable 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), 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 programme in Management Information Systems – Digital Business & Analytics are:

1. a 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 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 business informatics, economics (business administration/macroeconomics), computer science, mathematics and management, physics and management, chemistry and management, industrial engineering, industrial and organisational psychology, computational science and engineering, media informatics or software engineering, proven either by an academic final examination with a bachelor's degree with an overall grade of 2.7 or better or, if no degree has yet been obtained, by the study and examination achievements to date with an average grade of 2.7 or better at the time of submitting the application.

or

 - b) in a degree programme other than those specified in letter a) above, demonstrated either by an academic final examination with a bachelor's degree with an overall grade of 2.7 or better or, if no degree has been obtained, by the academic achievements and examination results obtained to date with an average grade of 2.7 or better at the time of submitting the application; furthermore, knowledge and skills in mathematics or statistics amounting to at least 15 ECTS credits and in economics or computer science amounting to a total of at least 30 ECTS credits must be demonstrated.

as well as

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

(2) 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 University, 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.

- (3) 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.
- (4) Admission to the master's 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 as long as it can be expected that the applicant will complete the bachelor's programme in good time before the start of the master's 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 decision on entrance.
- (5) Admission to the master's degree programme may also be applied for if proof in accordance with § 4 (1) no. 2 cannot be submitted by the expiry of the application deadline in accordance with § 2.

§ 5 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 are 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) The admission may be granted subject to reservations, in particular subject to a resolutive condition or subject to certain requirements. Under § 4 (4), sentence 1, admission is to be granted under the resolutive condition that the bachelor's degree and the requirements associated with it are proven within the deadline set by Ulm University. If this proof is not provided in due time, the admission expires. In justified cases, the admission may be subject to conditions. The conditions must be fulfilled by the end of the examination period of

the first semester in the programme; if the student is not responsible for not fulfilling the conditions, they must be fulfilled by the end of the examination period of the second semester at the latest. The conditions are determined by the admissions committee.

- (4) If it is not possible for an applicant to provide proof of the bachelor's degree on time and if he or she is not responsible for this, provisional enrolment may be granted on the basis of a corresponding declaration by the applicant, subject to the condition that the certificate of the first professional qualification or proof of all achievements required for the degree must be submitted by the end of the first semester at the latest. The same applies to the language certificate pursuant to § 4 (1) no. 2. If proof is not provided by the deadline, enrolment will not take place or the re-registration application for the following semester will be denied.
- (5) 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. This notice must state the reasons for exclusion and provide information on their right of appeal.
- (6) In any other respect, the applicable provisions on admission stated in Ulm University's statutes on admission and enrolment remain unaffected.

§ 6 Admissions committee

- (1) The Faculty Board appoints an admissions committee. The admissions committee consists of two persons who belong to the full-time academic staff, as well as their deputies. 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 section 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 shall elect a chairperson from among the voting members.
- (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.

§ 7 Effective date, expiry

These statutes come into effect on the day after their publication in the Official Bulletin (*Amtliche Bekanntmachungen*) of Ulm University. They first apply to winter semester 2025/26 admissions. At the same time, Ulm University's admissions statutes for the continuing education master's programme in Management Information Systems – Digital Business & Analytics ("Winfo") of 12 June 2024, published in the Official Bulletin of Ulm University no. 17 of 18 June 2024, pages 149-153, cease to have effect.

Ulm, 30 June 2025

signed

Prof. Dr.-Ing. Michael Weber

President of Ulm University