

Selection Statutes for the Master's Program

Sustainable Engineering of Infrastructure

In accordance with § 3 (1) in conjunction with § 35 (1) no. 1 of the Thuringian Higher Education Act of 10 May 2018 (GVBl. p. 149), as last amended by Article 128 of the act on 23 March 2021 (GVBl. p. 115) in conjunction with §§ 4 (1) no. 7a of the Thuringian Higher Education Admissions Act of 8 September 2020 (GVBl. p. 449), as last amended by law on 10 October 2019 (GVBl. p. 398), the University of Applied Sciences Erfurt (Fachhochschule Erfurt) hereby enacts the following selection statutes for the Master's program Sustainable Engineering of Infrastructure. The Senate passed the statutes on 26 May 2021.

The Thuringian Ministry for Economic Affairs, Science and Digital Society approved the regulations for the selection process by decree on 15 July 2021, ref. no. 5515/61-23-3.

The President of the University of Applied Sciences Erfurt approved the statutes on 03 August 2021.

§1 Scope

These statutes govern the implementation of the selection process for the restricted admissions degree program Sustainable Engineering of Infrastructure at the University of Applied Sciences Erfurt. The process is to be conducted if the number of applications exceeds the pre-determined number of admissions for this degree program. The University of Applied Sciences selects the applicants who are deemed to have the best prospects of successfully completing their studies based on their aptitude.

§ 2 Deadlines

Applications for admission to the degree program and for participation in the selection process must be submitted by 15 December each year. Applications for admission beyond the restricted number of admissions must also be submitted in writing or, if permitted, electronically by 15 December of that year, stating the reasons for the application.

§ 3 Form of Application

(1) The application for admission must be submitted electronically via the applications portal of the University of Applied Sciences Erfurt; in addition, the documents listed in paragraph 2 must be submitted.

(2) In addition to the electronic application for admission, the following must be submitted:

a) a certified copy of the student's entrance qualification for a Master's program,

b) curriculum vitae

§ 4 Selection Committee

(1) The Faculty Board shall appoint a selection committee to conduct the selection process. This committee must consist of at least two persons who are professors in the degree program. The program director should be a member of the selection committee. As a rule, the members should serve a three-

year term of office. Re-appointment is possible. In justified exceptional circumstances, a shorter term of office may also be agreed upon.

(2) The selection committee may enlist the services of up to two persons with experience of teaching or practical training in the degree program referred to in § 1 for the purpose of decision-making and consultation. However, they have no voting rights.

§ 5 Selection Process

(1) Only those who have applied by the deadline and in the correct manner will qualify for the selection process.

(2) The selection process comprises two stages. In the first stage, all applicants participating in the selection process are ranked according to the grade of their undergraduate degree. If, in individual cases, the applicant has not yet been awarded an undergraduate degree, the average grade of their examination results to date shall determine the extent of their qualification.

(3) In the second stage, the selection committee shall assess the fourfold number of the pre-determined number of admissions by means of a university admissions test.

(4) The selection committee shall review the documents submitted by the applicant and, based on these, award points for the selection criteria defined in § 6, which are decisive for determining the ranking.

§ 6 Selection Criteria for the Selection Process

(1) The ranking of the places to be allocated in the selection process is based on the average grade of the applicant's entrance qualification for the Master's program and the results of their admissions test according to paragraph 2. However, the average grade of the entrance qualification is to be given primary importance. A maximum of 105 points can be awarded in the selection process. In accordance with Appendix 1, the average grade of the applicant's undergraduate degree counts for 57%, i.e. up to 60 points, towards the final selection decision.

(2) In addition to the average grade of the applicant's undergraduate degree, the ranking of the places to be allocated in the selection process is determined by the results of the admissions test according to paragraph 3.

The admissions test requires the applicant to describe the objectives, methodology and an overview of the results of their thesis. The admissions test consists of an exposé, written in English, with a maximum length of 7,500 characters, including spaces. It is designed to demonstrate the applicant's ability to produce academic work and show that they are able to summarize complex issues clearly and concisely. The applicant can be awarded a maximum score of 45 points. The selection committee will take the following criteria into account when making its decision and compiling the ranking list:

- organization and structure
- language and practical orientation
- quality of academic work

Each of these criteria shall be assessed as follows:

- 0 unsatisfactory
- 1 insufficient / barely meets requirements
- 2 sufficient / meets requirements to some extent
- 3 satisfactory / partially meets requirements
- 4 good / mostly meets requirements
- 5 very good / fully meets requirements

The points are multiplied by a factor of 3.

§ 7 Completion of the Selection Process

Upon completion of the selection process, applicants will receive notification of admission or rejection by the end of the 1st calendar week of the year in which they wish to begin their studies at the latest. Applicants must confirm their acceptance by the deadline specified in the notification of admission. Otherwise, any entitlement to admission shall be voided.

§ 8 Commencement

These statutes come into legal effect on the first day after their announcement in the gazette (Verkündungsblatt) of the University of Applied Sciences Erfurt.

Erfurt, 03 August 2021

Prof. Dr. Frank Setzer

President of the University of Applied Sciences Erfurt

Appendix 1

Conversion of entrance qualification grade into points

Points	Grade of entrance qualification
60	1.0
59	1.1
58	1.2
56	1.3
54	1.4
52	1.5
50	1.6
48	1.7
46	1.8
44	1.9
42	2.0
40	2.1
38	2.2
36	2.3
34	2.4
32	2.5

30	2.6
28	2.7
26	2.8
24	2.9
22	3.0
20	3.1
18	3.2
16	3.3
14	3.4
12	3.5
10	3.6
8	3.7
6	3.8
4	3.9
1	4.0
0	<4.0