



**Admissions statutes of Ulm University for
the consecutive English-taught master's programme in
"Communication and Information Technology (CIT)"
of 5 July 2023**

On the basis of § 60 (2) no. 2, § 63 (2) and § 59 (1) and (2) of the Law on Higher Education Institutions in Baden-Württemberg (Landeshochschulgesetz - LHG) in the version of 1 January 2005, repeatedly and most recently amended by Article 8 of the Law of 7 February 2023 (law gazette 2022 pp. 26, 43), the Senate of Ulm University passed the following Statutes for entrance to the admission-free consecutive English-taught master's programme in "Communication and Information Technology (CIT)" at Ulm University.

§ 1 Scope of application

In the master's degree programme in Communication and Information Technology, 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

Students are admitted once per year to the respective summer semester. Ulm University must receive the application for admission to the summer semester including all required documents by 30 September of the previous year. This deadline is a legal deadline; it is 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 degree programme in Communication and Information Technology are announced on the respective 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. 5, 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. the additional documents mentioned in the current version of the statutes of Ulm University on admission and enrolment for studies, if applicable.

(3) As a rule, the application must be accompanied by

- the diploma supplement (if available),
- the transcript of records (ToR) or an excerpt of grades indicating the final grade or average grade,
- 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.

(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 Communication and Information Technology are

1. a bachelor's degree or at least an equivalent degree from a university, a university of applied sciences, a cooperative university or a recognised foreign higher education institution in electrical engineering, communications engineering or physics or in a subject-related or subject-specific course of study at the level of at least three years of study,
2. a curriculum vitae related to the field of study,
3. basic knowledge and competencies to the extent of at least 3.5 points, proven by the achieved individual grades of relevant study achievements to the extent of at least 3 semesters in mathematics, a total of at least two semesters in the areas of "Signals and Systems" and "Fundamentals of Communications Engineering", at least one semester in the area of "Electromagnetic Fields and Waves", at least two semesters in the area of "Fundamentals of Electronics" and at least two semesters in the area of "Contents of Practical Computer Science" and, if available, professional practical experience as well as language skills exceeding the minimum requirements,
4. a written report in English of no more than two pages in which the personal and subject-specific reasons for applying to the degree programme are stated and in which the choice of the intended degree programme is explained (letter of motivation) and
5. adequate English language skills according to § 3 (1) 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 fulfilling the requirements under paragraph 1 no. 2 are fulfilled.

- (3) The evaluation of the study achievements according to § 4 (1) no. 3 shall be carried out by the admissions committee. For this purpose, an individual grade on a scale from 0 to 5 is assigned for each study achievement. The individual grades are multiplied by the evaluation factor for the respective achievement as determined by the admissions committee and published on the relevant web pages of Ulm University. An arithmetic mean is formed from the determined scores. Those who achieve at least 3.5 points in the overall result of all assessment parts fulfil the entrance requirements.
- (4) In addition to the formal quality, the evaluation of the motivation letter is based on the convincing demonstration of the candidate's interest in this master's programme as well as the presentation of their particular aptitude and motivation for this programme. Here, the extent to which she or he can meet the requirements of the master's degree programme and how promising participation in the master's degree programme is for her or him is assessed. The assessment scale shall be announced in accordance with paragraph 3.
- (5) The admissions committee shall decide on the equivalence of the bachelor's degree and the equivalence of other degree programmes 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 the 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.
- (6) Deviations from §§ 2, 3 as well as § 4 (1) may arise for students who are in joint degree, double degree or structured exchange programmes. As a rule, the evidence is deemed to have been provided upon admission to the respective degree programme at the home university or selection by the respective cooperation programme. Insofar as contractual agreements exist in these programmes, they shall take precedence over the provisions of these statutes.
- (7) 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.

§ 5 Admission and selection decision

- (1) The President decides on admission at the proposal of the admissions committee. The decision on the academic suitability 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) The admission may be granted subject to reservations, in particular subject to a resolutive condition or subject to certain requirements. In the case of an application according to § 4 (7), 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, in particular if individual achievements cannot be proven within the scope of § 4 (1) no. 3, the admission may be subject to certain 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, she or he must fulfil them 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 she or he 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. 5. If the 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 shall appoint an admissions committee. The admissions committee shall consist of at least 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. Furthermore, an experienced professional practitioner may be appointed to the admissions committee by the Faculty Board on the basis of § 2c p. 2 no. 6 of the higher education admissions act (Hochschulzulassungsgesetz - HZG). The members' term of office is a minimum of two 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

These statutes come into effect on the day after their publication in the Official Bulletin (*Amtliche Bekanntmachungen*) of Ulm University. They first apply to summer semester 2024 admissions. At the same time, the admissions statutes of Ulm University for the English-taught master's programme in "Communications Technology" of 30 May 2012, published in the official information bulletin of Ulm University No. 18 of 6 June 2012, pp. 188– 191, cease to have effect.

Ulm, 5 July 2023

signed

Prof. Dr.-Ing. Michael Weber

President of Ulm University

Courtesy translation