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Faculty of Social Sciences:

Following the resolutions of the Faculty Councils of the Faculty of Social Sciences on 09.11.2016 and 30.11.2016, the Faculty of Humanities on 01.02.2017 and the Faculty of Business and Economics on 01.02.2017 and the Senate of the Georg-August-Universität Göttingen on 25.01.2017 the Foundation's University Committee of the University of Göttingen Public Law Foundation approved the third statutes for the amendment of the Regulations on the admission requirements and on admission for the Master's degree programmes of the Faculty of Social Sciences on 03.03.2017 (§ 44 section 1 sentence 2 NHG (Lower Saxony Higher Education Act) in the version published on 26.02.2007 (Nds. GVBl (Lower Saxony Law and Official Gazette) p. 69), last amended by Article 12 of the Act of 20.12.2016 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 308); § 41 section 1 sentence 1 NHG in conjunction with § 18 section 6 sentence 3, section 8 sentence 3 NHG and § 7 section 1 sentence 1 NHZG in the version of the announcement of 29.01.1998 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 51), last amended by Article 2 of the Act of 15.12.2015 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 390); §§ 62 section 4 sentence 1 NHG, 60 a section 1 sentence 1 NHG in conjunction with § 18 section 6 sentence 3, section 8 sentence 3, section 14 NHG and § 7 section 2 NHZG (Lower Saxony Higher Education Admissions Act).

Regulations on the admission requirements and on admission for the non-consecutive Master's degree programme „Euroculture“

I. Scope

§ 1 Scope

- (1) These regulations govern access and admission to the Master's degree programme "Euroculture".
- (2) In accordance with the following provisions, the university conducts an internal university procedure to determine the admission requirements for all study places on the Master's degree programme "Euroculture".
- (3) ¹If more applicants meet the admission requirements than there are places available, the university shall allocate the study places according to the results of a university

selection procedure. ²If not more applicants meet the admission requirements than there are places available, a selection procedure shall not take place.

II. Authorisation for admission

§ 2 Qualifications for entry

(1) ¹It is a requirement for entrance to the Master's degree programme that the applicant possesses the professional competence. ²Candidates shall be deemed to possess the relevant professional competence if they have completed a technically relevant course of studies to Bachelor's degree level with a standard course length of at least six semesters and a total of at least 180 ECTS credits, or an equivalent degree in a degree programme at a German University or at a university belonging to the Bologna signatory states in accordance with section 3 in the degree programmes political science, history, theology, a philology or in an academically closely related subject area. ³Final examinations which have been passed in a country outside the Bologna signatory states require the determination of equivalence with the qualifications according to sentence 2, taking into account the proposals of the Central Office for Foreign Education (ZAB) at the Office of the Standing Conference of the Ministers of Education and Cultural Affairs of the Federal States in the Federal Republic of Germany (KMK) for the recognition and assessment of foreign certificates of academic qualification, which can be found under the URL <http://anabin.kmk.org> . ⁴The grades of the foreign educational certificates must be converted into the German grading system.

(2) ¹Notwithstanding section 1, provisional admission shall be granted those applicants who have not yet completed their course of studies at the time of application, but have acquired at least 150 credits in a relevant Bachelor's degree programme according to section 3 or in an equivalent degree programme. ²The average grade calculated from the previous examination results shall also be taken into account in the selection procedure in place of the Bachelor's grade or the grade of an equivalent certificate of academic qualification, irrespective of whether the result of the Bachelor's examination deviates from this.

(3) ¹The decision as to whether a previous study programme is relevant within the meaning of sections 1 and 2 is made by the selection committee. ²It is a requirement for the academic relevance of the previous course of studies that proof is provided of at least the following academic achievements:

Achievements in European studies, history, theology, linguistics, literary studies, philosophy, international relations, political science, law, cultural studies, anthropology, psychology or sociology amounting to at least 50 credits.

³The selection committee may approve provisionally the academic relevance of the previous course of studies dependent on the completion of pending achievements according to

sentence 2, within two semesters; in this case, the determination of the academic relevance and the admission are conditional until the proof of the still missing achievements, which must be received by the university within two semesters from the time of enrolment at the university (closing date). ⁴If proof of the pending achievements is not submitted by the deadline, the determination of the academic relevance and an admission decision based on it shall become ineffective. ⁵The determination of the academic relevance shall not be possible if the pending achievements according to sentence 2 amount to more than 15 credits.

(4) ¹Applicants whose native language is not English must have sufficient knowledge of the English language. ²Sufficient knowledge of English must be demonstrated through minimum performance on an internationally recognized test or equivalent achievements:

- a) Cambridge Certificate in Advanced English: at least with grade „C“;
- b) Cambridge Certificate of Proficiency in English: at least with grade „C“;
- c) IELTS Academic („International English Language Testing System“): in total at least band 6.5 and in each partial result (listening, reading, writing, speaking) at least 5,5;
- d) paper-based „Test of English as a Foreign Language“ (TOEFL PBT): at least 580 points;
- e) internet-based „Test of English as a Foreign Language“ (TOEFL iBT): at least 92 points;
- f) „Test of English for International Communication (TOEIC)“: at least 750 points;
- g) UNiCert: at least certificate III;
- h) other evidence according to CEF („Common European Framework of Reference for Languages“): at least level C1;
- i) Specialist assessment or lecturer's examination following stays abroad of at least twelve months or university language courses in an English-speaking country corresponding to the level of the tests in letters a-h);
- j) at least two years of residence in an English-speaking country for the purpose of study or work not more than three years before receipt of the application for admission;
- k) Successful completion of an English language degree programme.

³The successful completion of the test (a-h) or the lecturer's examination (i) may not be more than two years prior to the receipt of the application for admission. ⁴The proof according to sentence 2 is a prerequisite for enrollment; it must be provided by September 30 when enrolling for a winter semester.

(5) In order to be admitted to the second or a higher semester, the applicant must have completed the previous semester at one of the foreign partner universities participating in the Euroculture Consortium and have successfully passed examinations in this semester worth at least 23 credits.

(6) ¹In all other respects, the general provisions for enrolment as stipulated in the Enrolment Regulations of the University of Göttingen remain unaffected. ²The enrolment of applicants

who are considered provisionally entitled to admission according to section 2 is conditional upon submission of proof of successful completion of the Bachelor's programme or an equivalent programme. ³In the case of enrolment for the winter semester, the proof must be provided by the end of 15 November. ⁴Provided the Dean of Studies determines, on the basis of the periods of studies so far, in particular the existing examination components, that the applicant will attain the degree at the latest by the end of the first semester of the Master's degree programme, the deadline in accordance with sentence 3 will be extended to the end of 31 March for enrolment for a winter semester; this determination is only admissible provided

- a) in the academic record only the bachelor's thesis is missing, or
- b) the bachelor's thesis has already been submitted to the university and the amount of the examination components that are still missing does not exceed eight credits.

III. Selection procedure

§ 3 Start of studies, application for admission, closing date

(1) ¹The Master's programme begins each winter semester. ²The application for admission must be submitted via an online portal of the Euroculture Consortium; it must be received in full by 01 March (cut-off deadline) together with the application documents required in accordance with section 2. ³The application is only valid for the allocation of study places for the admission date in question. ⁴The university is not obliged to check the applicants' details ex officio.

(2) The application for admission must be accompanied by the following documents, which must be uploaded to the Euroculture Consortium server using the online portal and, in the case of admission, submitted to the university prior to enrollment:

- a) the degree certificate/s of the applicant in the form of attested copies or certified German or English translations, if the originals are not in English or German; if a degree certificate is not yet present, a certificate (with verification code or attestation of the issuing institution) regarding the acquired examination components, the credits and the average grade should be submitted;
- b) a curriculum vitae in tabular form written in English with a meaningful presentation of the educational background and a photograph;
- c) presentation in English showing the applicant's motivation for taking up this course of study, not exceeding 7500 characters in length
- d) proof of sufficient English language skills;
- e) a declaration as to whether the applicant has so far successfully, unsuccessfully or not yet completed a Master's degree programme in a similar discipline;

- f) evidence of special knowledge according to § 5 section 4 sentence 2 letter b).
- (3) ¹Applications that are not received in full, in due form or on time are excluded from the further procedure. ²The documents submitted remain with the university.
- (4) If an applicant can credibly demonstrate that he or she is disadvantaged by the selection procedure compared to other applicants due to a disability, he or she shall be granted upon application a suitable compensation for disadvantages.

§ 4 Selection committee for the Master's degree programme

- (1) For the preparation of the selection decision the Faculty of Social Sciences of the university forms at least one selection committee for this degree programme.
- (2) ¹A selection committee consists of 3 members who belong to the full-time academic staff or the university teaching group, as well as, with advisory vote, a member of the student group and the Euroculture coordinator. ²At least one member must belong to the professorial group. ³The members are appointed by the Faculty Council of the Faculty of Social Sciences. ⁴The tenure of the members is two years, that of the student member one year. ⁵Reappointment is possible. ⁶The selection committee has a quorum if at least two members eligible to vote are present.
- (3) The tasks of the selection committee are:
- a) Examination of the incoming applications for admission for formal correctness,
 - b) Examination and, if necessary, assessment of the of the qualifications for entry,
 - c) Conducting the selection interviews according to § 6,
 - d) Decision on the admission or rejection of the applicants.
- (4) The selection committee shall report to the Faculty Council of the Faculty of Social Sciences after the conclusion of the award procedure on the experience gained and, if necessary, submit proposals for the further improvement of the award procedure.

§ 5 Selection procedure

- (1) Selection is made on the basis of a combination of the following criteria:
- a) on the basis of the Bachelor's grade or the grade of an equivalent academic certificate (max. 45 points),
 - b) on the basis of special knowledge conducive to the successful completion of this degree programme (max. 10 points),
 - c) on the basis of previous academic achievements in the field of "European Studies" (max. 11 points),
 - d) on the basis of a presentation showing the applicant's motivation for taking up this degree programme (max. 8 points),
 - e) based on practical experience (max. 6 points),

f) on the basis of a selection interview with the applicant (max. 20 points).

(2) The selection committee shall make a pre-selection from the applications received in accordance with section 3 and a selection from the pre-selected candidates on the basis of the selection criteria mentioned in section 1 and 4.

(3) ¹A pre-selection from the applications received shall be carried out in order to limit the number of participants in the interviews to twice the number of university places to be awarded in accordance with the selection procedure. ²For this purpose, a ranking shall be generated according to the result of the determination in accordance with section 4 sentence 2 letters a) and b). ³In the event of identical ranking, all applicants with the highest ranking shall be permitted to participate.

(4) ¹The selection is based on a ranking list with a maximum of 100 points achievable. ²It is drawn up in accordance with the following provisions:

a) Depending on the result of the Bachelor's grade or the grade of an equivalent academic certificate, points will be credited to the applicant as follows:

1.00 up to and including 1.2	45 points,
over 1.2 up to and including 1.3	42,5 points,
over 1.3 up to and including 1.4	40 points,
over 1.4 up to and including 1.5	37,5 points,
over 1.5 up to and including 1.6	35 points,
over 1.6 up to and including 1.7	32,5 points,
over 1.7 up to and including 1.8	30 points,
over 1.8 up to and including 1.9	27,5 points,
over 1.9 up to and including 2.0	25 points,
over 2.0 up to and including 2.1	22,5 points,
over 2.1 up to and including 2.2	20 points,
over 2.2 up to and including 2.3	17,5 points,
over 2.3 up to and including 2.4	15 points,
over 2.4 up to and including 2.5	12,5 points,
over 2.5 up to and including 2.6	10 points,
over 2.6 up to and including 2.7	7,5 points,
over 2.7 up to and including 2.8	5 points,
over 2.8 up to and including 3.0	2,5 points,
over 3.0 up to and including 4.0	0 points.

b) The applicant will be credited with a maximum of 10 points for special knowledge conducive to successful completion of this degree programme as follows:

2.5 points each for evidence of a special subject-related achievement, whereby the following achievements in particular may be taken into account:

- Research internship in subject-related fields totaling at least 4 weeks,
 - Professional internships or work experience in subject-related fields totaling at least 4 weeks,
 - semester abroad,
 - Participation in the self-administration of an institution of higher education for a period of at least one year.
- c) According to the extent of achievements in the field of "European Studies", the applicant will be credited with points as follows:
- The share of curriculum of the area "European Studies" corresponds to the following proportion of the course and examination achievements to date:
- | | |
|--|------------|
| more than two-thirds | 11 points, |
| more than one but less than two thirds | 8 points, |
| up to one third | 5 points. |
- d) Depending on the statement of the motivation for taking up this degree programme, points shall be credited to the applicant as follows:
- The statement is:
- | | |
|---------------------|-----------|
| very convincing | 8 points, |
| convincing | 6 points, |
| Not very convincing | 3 points, |
| Not convincing | 0 points. |
- e) According to the value of practical experience already acquired in the European context, the applicant will be credited with points as follows:
- The applicant has completed an internship of at least 4 weeks in an (inter)governmental institution
- | | |
|--|-----------|
| with a European or international context | 6 points, |
| in a non-governmental organisation which is active on a European level | 5 points, |
| at another institution with relevance to EU issues in the European context | 4 points. |
- f) Depending on the determination of the degree of eligibility in the selection interview, the applicant will be credited with points as follows:
- The applicant is
- | | |
|-------------------|------------|
| very suitable | 20 points, |
| suitable | 13 points, |
| not very suitable | 5 points, |
| hardly suitable | 0 points. |

- g) The points achieved according to letters a) to f) are added together.
- (5) ¹If there is identical ranking after generating the ranking, the ranking shall be determined by the result of the determination pursuant to paragraph 4 sentence 2 letters a) and b), then by the result of the Bachelor's degree or an equivalent degree. ²Otherwise, in the event of a tie, the decision shall be made by drawing lots.
- (6) ¹In all other respects, the general provisions of the regulation applying to enrolment at the university remain unaffected. ²The admission of applicants who are considered provisionally entitled to admission according to § 2 section 2 is conditional upon submission of proof of successful completion of the Bachelor's programme or an equivalent programme. ³Proof must be submitted by 15 November for enrolment in the winter semester. ⁴If the Dean of Studies of the Faculty of Humanities determines on the basis of the course of studies to date, in particular the examination results obtained to date, that the applicant will graduate at the latest by the end of the first semester of the Master's programme, the deadline pursuant to sentence 3 shall be extended until the end of March 31 in the case of enrollment for a winter semester; the determination is only permissible if
- a) the final thesis is the only component missing for completion of the degree or
 - b) the thesis has already been submitted to the university and the extent of the remaining requirements missing for completion does not exceed eight credits.

§ 6 Selection interview

- (1) ¹The selection interview is intended to show the extent to which the applicant is suitable for the selected degree programme. ²The following principles apply for conducting the interview:
- a) The selection interview is usually held at the university in the period from 15 March to 31 March. The exact dates as well as the location of the selection interview will be announced by the university in a reasonable period of time before the start of the selection interviews. The university shall invite candidates to the interview with sufficient notice in text form. A video conference or a telephone interview is permitted for applicants residing abroad and in justified exceptional cases, provided that the identity of the applicant can be determined beyond doubt. The selection committee shall determine the details of the procedure in such cases.
 - b) The selection committee shall conduct a selection interview lasting about 15 minutes with each applicant in English. The selection interview can be conducted with up to four applicants at the same time.
 - c) Minutes of the essential questions and answers of the selection interview must be kept and signed by the members of the selection committee. The minutes must show the

date and place of the selection interview, the names of the committee members, the name of the applicant and the assessment.

(2) The selection interview will cover the motivation of the applicant as well as the following eligibility parameters:

- a) Knowledge of the contents and objectives of the study,
- b) Presentation of qualification in conversation,
- c) Key qualifications (soft skills) with the factors teamwork and understanding of other cultures.

(3) After the interview, the members of the selection committee shall assess the applicant's degree of aptitude for the selected degree programme on a scale according to § 5 section 4 sentence 2 letter f).

(4) ¹An applicant who fails to appear at the interview without good cause shall be excluded from the further procedure. ²If there is a good cause, the selection committee shall set a new date for the selection interview upon request. ³Proof of the good cause should be provided and an application for rescheduling a new date should be made promptly to the selection committee, at the latest within two days after the date first scheduled. ⁴An unsuccessful applicant is entitled to participate again in the next possible selection procedure.

§ 7 Letter of admission, letter of rejection and procedure for subsequent admissions

(1) ¹Applicants who can be admitted shall receive a written letter of admission from the university in text form. ²This shall specify a deadline within which the applicant must declare whether he or she accepts the university place. ³If the declaration is not submitted in due time and form, the letter of admission shall become invalid. ⁴This legal consequence shall be pointed out in the letter of admission.

(2) ¹Applicants who cannot be admitted shall receive a letter of rejection in text form stating the rank achieved and the rank of the last applicant admitted. ²The letter of rejection shall provide information on rights of legal recourse. ³In the case of applicants who are entitled to admission, it shall also contain a request to declare in writing within a certain period of time whether the application for admission shall be held for a subsequent procedure. ⁴If the applicant does not submit this declaration in due time or form, he or she shall be excluded from the subsequent procedure. ⁵This legal consequence must be pointed out.

(3) ¹The procedure for subsequent admissions shall be carried out based on the ranking generated in accordance with § 5, sections 4 and 5. ²If all applicants ranked according to sentence 1 are already admitted, a ranking shall be generated according to the determination pursuant to § 5 section 4 sentence 2 letters a) and b), then by the result of the Bachelor's degree or an equivalent degree and the procedure for subsequent admissions shall be carried

out on the basis of this ranking list. ³Thereafter, in the event of a tie, the decision shall be made by drawing lots. ⁴The provisions of section 1 shall apply accordingly.

(4) ¹The selection procedures are completed no later than 15 November for admission to a winter semester. ²University places still available after this date shall be awarded by lot to applicants with admission entitlement upon informal application. ³The application period for this shall begin two weeks before the start of the semester for which admission is to be granted and ends with the conclusion of the selection procedure. ⁴Due to the advanced period of lectures, the awarding of university places by lot shall be completed no later than 30 November in the case of admission to a winter semester.

§ 8 Admission for higher semesters

In the allocation of free university places in a higher semester with restricted admission, the result of the Bachelor's examination or an examination equivalent to the Bachelor's examination is decisive, next the social, in particular family and economic reasons decisive for the choice of location, and in cases which are then still similar, finally the lot.

§ 9 Quota

(1) From the number of admissions to this degree programme, a special quota of 50% of the university places shall be formed for the admission of foreign nationals and stateless persons with a recognised educational record who are neither equivalent to Germans by law nor are nationals of another member state of the European Union nor of any other signatory state to the Agreement on the European Economic Area (Ausländerquote/Quota for foreigners).

(2) ¹The university places within the framework of the quota for foreigners shall be allocated analogously to the selection procedure according to § 5. ²Special circumstances that speak in favor of studying at a German university may also be taken into account. ³Circumstances of this nature shall be deemed particularly applicable if the applicant

- a) provides confirmation of approval for a grant from a publicly financed institution;
- b) has successfully attended a college at the suggestion of a Lower Saxony university and is preselected for a university place;
- c) is a citizen of a developing country;
- d) has right of asylum in the Federal Republic of Germany;
- e) belongs to a German-speaking minority abroad or is eligible for funding on the basis of international treaties or university agreements.

⁴In the evaluation of the selection criteria, an evaluation proposal of the selection committee of the Euroculture Consortium available in this respect may be taken into account; the final decision on the admission or rejection of the applicant shall be made by the selection committee in accordance with § 4.

(3) Available university places according to this quota will be added to the quota for the selection procedure.

IV. Final provision

§ 10 Entry into force; Transitional provisions

(1) ¹This regulation shall enter into force on the day following its announcement in the Official Announcements of the University of Göttingen. ²It applies for the first time for the awards procedure for the winter semester 2012/13. ³At the same time, the Regulations on Admission Requirements and on Admission to the Master's degree programme "Euroculture" in the version of the announcement of 22.09.2006 (Official Announcements I No. 20/2006 p. 1792) shall expire. ⁴Departing from sentence 3, the Regulations on Admission Requirements and Admission to the Master's degree programme "Euroculture" in the version published on 22.09.2006 (Official Announcements no. 20/2006 p. 1792) shall remain applicable for award procedures prior to the winter semester 2012/13.

(2) In deviation from § 3 section 1 sentence 2, the application for admission for the winter semester 2016/17 must be received in full by 01.05.2016.