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Faculty of Humanities:

Following the resolution of the Faculty Council of the Faculty of Humanities dated 02.02.2022, the Senate of the Georg-August-Universität Göttingen passed on 23.03.2022 the third amendment to the Regulations on Admission Requirements and Admission for the consecutive Master's degree programme "Arabic-Islamic Studies" in the version published on 24.04.2012 (Official Announcements I no. 14 part 1/2012 p. 560), last amended by the Statutes of 13.04.2021 (Official Announcements I no. 19/2021 p. 352); the regulations are valid due to the resolution of the University Committee of the University of Göttingen Public Law Foundation of 10.07.2019 as approved (§ 44 section 1 sentence 2 NHG in the version of the announcement of 26.02.2007 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 69), last amended by Article 1 of the Act of 27.01.2022 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 54); § 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 29.01.1998 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 51), last amended by Article 2 of the Act of 19.11.2019 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 333); § 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).

Regulations on admission requirements and on admission for the consecutive Master's degree programme "Arabic-Islamic Studies" at the University of Göttingen

I. Scope

§ 1 Scope

(1) These regulations govern access and admission to the consecutive Master's degree programme "Arabic-Islamic Studies".

(2) In accordance with the following provisions, the university shall conduct an internal university procedure to determine the admission requirements for all places on the degree programme "Arabic-Islamic Studies".

(3) ¹If more applicants meet the admission requirements than there are places available, the university shall allocate the 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 an Arabic-Islamic degree programme or in a technically 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 1, 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 technical relevance of the previous course of studies that proof is provided of at least the following academic achievements:

Achievements amounting to at least 50 credits in Arabic Studies, Islamic Studies, Iranian Studies, Turkology and Central Asian Studies as well as history, culture and politics of the

Middle East, including achievements in Arabic language of at least 30 credits as well as in the field of Islamic history, culture, religion and law amounting to at least 15 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 1, within two semesters; in this case, the determination of the technical 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 technical relevance and an admission decision based on it shall become ineffective. ⁵The determination of the technical relevance shall not be possible if the pending achievements amount to more than 15 credits.

(4) ¹Applicants who neither meet a German university entrance qualification nor have acquired their bachelor degree or an equivalent degree at a German university, must demonstrate sufficient proficiency in the German language. ²Proof hereof is demonstrated by means of a test with the grade point average DSH-2 in accordance with the examination regulation for the German language test for university admission of foreign prospective students (DSH). ³Exempt from the obligation to take a test are applicants who are exempted from the German language examination for university entrance according to the Examination Regulations for the German Language Examination for University Entrance (DSH) at the Georg-August-Universität Göttingen. This applies, in particular, to those applicants who have demonstrated a requisite knowledge of the German language by means of the successful "German as a Foreign Language" (TestDaF) with at least four times TestDaF level 4 (TDN 4) or by means of the "Examination part German" of the assessment test in the preparatory course. ⁴Proof of sufficient knowledge of the German language must be submitted to the Faculty of Humanities by September 30 when enrolling for a winter semester; proof is a prerequisite for enrollment; conditional enrollment does not take place.

(5) ¹The proof according to section 4 is not required for applicants whose native language is English or who have sufficient knowledge of English. ²Sufficient knowledge of English shall be demonstrated with standardised or accredited certificates at least at level B2 of the Common European Framework of Reference for Languages of the Council of Europe (CEFR). ³In particular, the following serve as proof:

- a) UNlcert®: min. certificate UNlcert® II;
- b) NULTE certificates: min. level B2;
- c) Cambridge English Scale: min. 160 points;
- d) "International English Language Testing System (IELTS Academic): min. band 6.0;

- e) "Test of English as a Foreign Language, internet-based test" (TOEFL iBT): min. 78 points;
- f) Global Scale of English (Pearson Academic): min. 59 points;
- g) Other evidence at level B2 or higher according to GeR.

⁴Successful completion of the test (a-f) may not have taken place more than three years before receipt of the application for admission. ⁵At least one year of residence in an English-speaking country for the purpose of study or work, or the successful completion of an English-language degree programme lasting at least two years, also constitutes proof of adequate English language proficiency. ⁶Proof of sufficient knowledge of the English language must be submitted to the Faculty of Humanities by 30 September in the case of enrollment for a winter semester and by 31 March in the case of enrollment for a summer semester; proof is a prerequisite for enrollment; conditional enrollment does not take place. ⁷The selection committee shall decide on a case-by-case basis on the equivalence of further proofs to those according to section 5, sentences 3 and 5; the selection committee may obtain an expert opinion from another institution (e.g. ZESS) for its decision.

(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 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 and to the end of 30 September for enrolment for a summer 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 six credits.

§ 3 - rescinded –

III. Selection Procedure

§ 4 Start of Programme, Application for Admission, Exclusion Deadline

(1) ¹The Master's degree programme starts in the winter semester. ²Applications for admission must be submitted via the University's online portal. They must be received by the University together with the application documents required in accordance with section 2 by 01 June (closing date) for a winter semester, and by 01 December (closing date) for a summer semester; if an internal University selection procedure is not carried out (cf. § 1 section 3 sentence 1) applications received after this date will be considered, provided authorisation for admission in accordance with § 2 section 1 or 2 has been proven by no later than 15 November for applications for a winter semester; the other provisions on qualifications for entry remain unaffected. ³The application applies only to the awarding of university places for the relevant admission date. ⁴The university is not obliged to review the details of applicants ex officio.

(2) The following documents must be enclosed with the application for admission and must be uploaded to the university server through the online portal:

- a) the applicant's degree certificate(s) in German or English translation if the originals are not in German or English; if a degree certificate is not yet available, a certificate of the examination results acquired, the credits and the average grade must be submitted;
- b) a curriculum vitae in tabular form written in German or English with a meaningful presentation of the educational background;
- c) proof of sufficient knowledge of the German language, if neither a German university entrance qualification nor a Bachelor's degree or an equivalent degree from a German university is proven, or proof of sufficient knowledge of the English language according to § 2 section 5;
- d) extracts from the Module Handbook or other documents, based on which the credits can be reviewed in accordance with § 2 section 3;
- e) a presentation of the motivation to study with regard to the selected course of study with reference to the educational background to date, not exceeding 2 pages in length;
- f) a declaration as to whether the applicant has successfully / unsuccessfully completed a Master's degree programme in a similar discipline or has not yet completed it;
- g) a statement concerning the module package or module packages which the applicant intends to complete based on his or her previous education.

(3) ¹Applications that are not submitted in full, or in due form and time, will be excluded from the further procedure. ²The documents submitted will be retained by 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.

§ 5 Selection Committee for the Master's Degree Programme

(1) The Faculty of Humanities at the university shall form at least one selection committee to prepare the decision on selection for this degree programme.

(2) ¹A selection committee includes two members eligible to vote, who belong to the full-time academic staff or to the group of university professors, and one member of the student group with an advisory vote. ²At least one member must belong to the group of university professors. ³The members are appointed by the Faculty Council of the Faculty of Humanities. ⁴The term of office 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 voting members 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 § 7,
- d) Decision on the admission or rejection of the applicants.

(4) The selection committee shall report to the Faculty Council of the Faculty of Humanities after the conclusion of the award procedure on the experience gained and, if necessary, submit proposals for the further improvement of the award procedure.

§ 6 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 certificate of academic qualification;
- b) on the basis of special knowledge that is advantageous to the successful completion of this degree programme; and
- c) on the basis of an interview with the applicant.

(2) The selection committee makes a pre-selection from the applications received in accordance with section 3 and also makes a selection from the screened applicants on the basis of the selection criteria listed in sections 1 and 4.

(3) ¹A pre-selection from the applications received is carried out in order to limit the number of participants in the interviews to twice the number of places the university awards, in accordance with the selection procedure. ²This also includes applications from persons who have already participated in an earlier interview in accordance with § 7 section 4. ³A ranking is generated for this purpose according to the outcome of the assessment, in accordance with section 4 sentence 2 a) and b). ⁴In the event of identical ranking, all applicants with the highest ranking must be permitted to participate.

(4) ¹Selection is made on the basis of ranking, where a maximum of 72 points is attainable.

²This is generated in accordance with the following provisions:

- a) Depending on the grade achieved in the Bachelor's degree or the grade of an equivalent certificate of academic qualification, points are awarded to the applicant as follows:

| | |
|----------------------------------|------------|
| 1.0 up to and including 1.1 | 49 points, |
| over 1.1 up to and including 1.2 | 47 points, |
| over 1.2 up to and including 1.3 | 45 points, |
| over 1.3 up to and including 1.4 | 43 points, |
| over 1.4 up to and including 1.5 | 41 points, |
| over 1.5 up to and including 1.6 | 39 points, |
| over 1.6 up to and including 1.7 | 37 points, |
| over 1.7 up to and including 1.8 | 35 points, |
| over 1.8 up to and including 1.9 | 33 points, |
| over 1.9 up to and including 2.0 | 31 points, |
| over 2.0 up to and including 2.1 | 29 points, |
| over 2.1 up to and including 2.2 | 27 points, |
| over 2.2 up to and including 2.3 | 25 points, |
| over 2.3 up to and including 2.4 | 23 points, |
| over 2.4 up to and including 2.5 | 21 points, |
| over 2.5 up to and including 2.6 | 19 points, |
| over 2.6 up to and including 2.7 | 17 points, |
| over 2.7 up to and including 2.8 | 15 points, |
| over 2.8 up to and including 2.9 | 13 points, |
| over 2.9 up to and including 3.0 | 11 points, |
| over 3.0 up to and including 4.0 | 0 points. |

- b) For special knowledge that is advantageous to this degree programme, the applicant will be credited with a maximum of 8 points as follows: 2 points in each case for evidence of particular specialised achievements, for which the following achievements, in particular, may be taken into account:
- research internship lasting for a total of at least 4 weeks,
 - internship or work experience in subject-related areas lasting for a total of at least 4 weeks,
 - a semester abroad,
 - voluntary work lasting at least one year.
- c) Depending on the assessment of the applicant's level of suitability in the interview, points will be awarded to the applicant as follows:
- ca) Depending on the nature and extent of the special professional knowledge, points will be awarded to the applicant as follows:
- the applicant has:
- | | |
|------------------------|-----------|
| very good knowledge | 5 points, |
| good knowledge | 3 points, |
| satisfactory knowledge | 1 points, |
| limited knowledge | 0 points. |
- cb) Depending on the nature and extent on the reflection of the specialist experience acquired, points will be awarded to the applicant as follows:
- The reflection is:
- | | |
|---------------------|-----------|
| very convincing | 5 points, |
| convincing | 3 points, |
| not very convincing | 1 points, |
| hardly convincing | 0 points. |
- cc) Depending on the statement of motivation provided, points will be awarded to the applicant as follows:
- The reflection is:
- | | |
|---------------------|-----------|
| very convincing | 5 points, |
| convincing | 3 points, |
| not very convincing | 1 points, |
| hardly convincing | 0 points. |
- d) The points obtained under a) to c) are added up.

(5) ¹In case of identical ranking, priority is based on the points attained in accordance with section 4 sentence 2 a) and b), and then according to the result of the Bachelor's degree or an equivalent degree. ²In all other cases, where there is identical ranking, lots must be drawn to decide the outcome.

(6) ¹In all other respects, the general provisions of the regulation applying to enrolment at the University of Göttingen remain unaffected. ²Enrolment of applicants who are provisionally authorised for admission in accordance with § 2 section 2 is conditional upon submission of proof of successful completion of the Bachelor's course of studies or an equivalent course of studies. ³Proof must be submitted by 15 November for enrolment in the winter semester. ⁴Provided the Dean determines, on the basis of the periods of studies so far, in particular the present examination achievements, 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 is extended to 31 March for enrolment for a winter semester and to 30 September for enrolment for a summer semester. This determination is only admissible provided

- a) as to examination results, only the Bachelor's thesis is missing or
- b) the Bachelor's thesis has already been submitted to the university and the amount of examination components that are still missing does not exceed six credits.

§ 7 Interview

(1) ¹The interview is intended to determine whether an applicant is suitable for the selected degree programme. ²The following regulations apply for carrying out the interview:

- a) The interview is normally carried out at the University by no later than 30 July. The exact dates, as well as the place of interview, must be announced by the university within a reasonable period before the start of the interviews. The University invites candidates to the interview with sufficient notice. A video conference or a telephone interview is permitted for overseas applicants as well as in exceptional other cases, provided the identity of the applicant can be determined beyond doubt. The selection committee is responsible for determining the details of the procedure in such cases.
- b) The selection committee is required to carry out an interview lasting about 15 minutes with every applicant.
- c) A transcript of the key questions and answers in the course of the interview is to be kept and signed by the members of the selection committee. The log should clearly show the day and place of the interview, the names of the committee members, the name of the applicant and the assessment.

(2) ¹The interview must cover the following suitability parameters:

- a) specific specialized knowledge, especially regarding the comprehension of simple to moderately difficult classical and modern Arabic texts as well as the basic concepts of Islamic history, culture, religion and law;
- b) the ability to reflect on and analyse the specialist experience acquired;
- c) the applicant's motivation to take up a degree programme at Göttingen University.

²Following the end of the interview, the members of the selection committee award points to the applicant on a scale in accordance with § 6 section 4 sentence 2 c) in order to ascertain their suitability for the selected degree programme.

(3) ¹An applicant who fails to attend the interview without good cause will be excluded from further application and the review procedures. ²The selection committee can schedule a new date for the interview upon request, provided there is a good cause. 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.

(4) ¹As part of the undergraduate degree programme, an early interview may be conducted with students of the university who are enrolled in an undergraduate degree programme that is consolidated by this Master's degree programme. ²In the event that the student has applied for this Master's degree programme, the early interview replaces the selection interview. ³This early interview must be equivalent to the standard interview in terms of form and content. ⁴The provisions laid down in sections 1 to 3, § 6 section 4 sentence 2 c) and § 5 sections 2 to 4 apply accordingly. ⁵The early interview must be taken into account in place of the standard interview only if it was conducted less than six months prior to the closing date for application and if the applicant is one of the persons pre-selected for an interview in accordance with the provisions under § 6 section 3. ⁶In the event that this condition is not fulfilled, the applicant is to be excluded from the remaining selection procedure in the present round of applications. ⁷Notification of the result of the earlier interview is only given if the applicant has been pre-selected for an interview in accordance with § 6 section 3.

§ 8 Letter of Admission, Letter of Rejection and Subsequent Admission Procedure

(1) ¹Applicants who can be admitted shall receive a written letter of admission from the university. ²This shall specify a deadline within which the applicant must enrol or declare in writing whether he or she accepts the university place. ³If the enrolment or the declaration in accordance with sentence 2 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 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 § 6, sections 4 and 5. ²If all applicants ranked according to sentence 1 are already admitted, a ranking shall be generated according to 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. ³The provisions of paragraph 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.

§ 9 Admission for higher semesters

(1) Free university places in a higher semester with restricted admission are awarded to applicants in the following order,

- a) those who are in the same or a comparable degree programme
 - aa) who are or were enrolled at another German university or at a university of another member state of the European Union or of another contracting member state of the Agreement on the European Economic Area,
 - bb) who are or were enrolled at a foreign university and possess German nationality or are subject to the same university admissions laws and regulations as German citizens,
- b) those for whom a rejection of admission for reasons related to their person would mean extraordinary hardship,
- c) those who assert other reasons.

(2) Within each of the three case groups of section 1, the result of the bachelor's examination or an examination equivalent to the bachelor's examination shall be decisive, followed by social, in particular family-related and economic reasons decisive for the choice of the university's location and finally by lot in cases that are still identical.

IV. Final provision

§ 10 Final provision

By way of derogation from § 4 section 1, the application for admission shall be submitted in writing using the forms provided for download in the online portal and shall be submitted together with the documents referred to in § 4 section 2 within the period specified in § 4 section 1 if an online application for admission is not provided; the university shall announce the details within a reasonable period of time before the application deadline.