

This translation is for purposes of information only. The legally binding document is the German original (Ordnung über die Zugangsvoraussetzungen und über die Zulassung für den konsekutiven Master-Studiengang „Intercultural Theology“ der Georg-August-Universität Göttingen)

### **Faculty of Theology:**

Pursuant to a resolution taken by the Faculty Board of the Faculty of Theology from 19.02.2009 and the Senate of the Georg August University Göttingen from 04.03.2009, the University Foundation Committee of the Georg August University Göttingen Public Law Foundation, has approved the regulations on the admission requirements for the consecutive Master's degree programme in Intercultural Theology on 04/07/2009 (§ 44 para. 1 cl. 1 NHG in the version published on 26.02.2007 (Nds. GVBl. p. 69), as last amended by the Act of 15.12.2008 (Nds. GVBl.; p. 419); § 41 para. 1 cl. 1 of NHG in connection with § 18 para. 5 cl. 1 and cl. 3, para. 7 NHG and § 7 para. 1 cl. 1 NHZG in the version published on 29.01.1998 (Nds. GVBl p.51), as last amended by the Act of 07.06.2007 (Nds. GVBl p. 200); §§ 62 para. 4 cl. 1, 60 a, para. 1, cl. 1 in connection with § NHG 18 para. 5 cl. 1 and cl. 3, para. 7, para. 13 NHG and § 7 para. 2 NHZG).

## **Regulations on the Admission Requirements and Selection Procedures for the Consecutive Master's Degree Programme in “Intercultural Theology” at the Georg August University Göttingen**

### **I. Field of Application**

#### **§ 1 Field of Application**

- (1) These regulations govern admission to the Master's programme in Intercultural Theology.
- (2) The University conducts its own procedure to determine the admission requirements for all available places in the course "Intercultural Theology" in accordance with the following regulations.
- 3) <sup>1</sup> Should more candidates satisfy the admission requirements than there are places available, then the University will award the places according to the outcome of the university's selection procedure (§ 5). <sup>2</sup> Selection is made on the basis of particular suitability for the chosen course. <sup>3</sup> Should fewer candidates fulfil the admission requirements than there are places available, then a selection procedure will not take place.

## II. Access Authorisation

### § 2 Admission Requirements

(1) <sup>a</sup> Prerequisite for admission to the Master's programme "Intercultural Theology" is that the candidate has completed a course of study requiring a minimum of six semesters (normal duration of study) concluding with a Bachelor's degree worth 180 credits, or an equivalent degree in a course at a German university or at a university participating in the Bologna Process, in a relevant subject under paragraph 3, and is particularly suitable for the programme under paragraph 4. <sup>2</sup> Final examinations which have been taken in countries other than those participating in the Bologna Process require the determination of equivalence, taking into account the proposals of the Central Office for Foreign Education (ZAB) to the secretariat of the Conference of Ministers of Education in the Federal Republic of Germany (KMK) for the recognition and assessment of international qualifications, which are laid down under the URL [www.anabin.de](http://www.anabin.de). <sup>3</sup> The grades of foreign educational qualifications are to be converted into those of the German grading system.

(2) <sup>1</sup> Notwithstanding paragraph 1 any person is qualified for admission who has not yet completed his/her studies at the time of application if he or she has acquired at least 150 credits in a relevant Bachelor's degree or an equivalent degree. <sup>2</sup> The average grade of previous examination-related achievements will also be taken into account in the determination of admission requirements under para. 4 and in the selection procedure instead of the Bachelor grade or grade of an equivalent qualification, regardless of whether or not the result of the Bachelor examination deviates from this.

(3) <sup>1</sup> Rulings on the subject relevance of previous studies, as referred to in paragraphs 1 and 2, are made by the selection committee. <sup>2</sup> The requirement of subject relevance of previous studies is fulfilled by evidence of achievement in aspects of theology, religious ethnology, social or cultural studies to the extent of at least 50 credits; of which at least 30 credits must have been obtained in theology, religious studies and religious ethnology. <sup>3</sup> The selection committee can make the determination of subject relevance depend on the completion, within 2 semesters, of achievements referred to in para. 2, which have not yet been rendered; in this case, recognition of subject relevance and admission are conditional on evidence of the missing achievements being presented within 2 semesters of enrolment at the university. <sup>4</sup> Where evidence of the missing achievement has not been offered within the given period, then determination of subject relevance and notification of admission are ineffectual. <sup>5</sup> Determination of subject relevance is excluded where the extent of the achievements not yet rendered, referred to in clause 2, amounts to more than 15 credits.

(4) <sup>1</sup> Particular suitability is shown by candidates who have achieved a grade of at least 2.5 in the Bachelor or equivalent degree. <sup>2</sup> Notwithstanding clause 1, particular suitability is also shown by candidates who achieve at least 55 points according to the following criteria:

a) Based on the grade of the bachelor's or equivalent degree, or on the weighted grade in accordance with paragraph 2, points are awarded as follows:

2.6 to 2.5            25 points

2.7 to 2.6            20 points

2.8 to 2.7            15 points

3.0 to 2.9            5 points

4.0 to 3.0            0 points

b) On the basis of particularly subject-relevant knowledge and experience or of practical, non-university achievement, which provides information on the candidate's particular suitability for this course; and for a reflected account of particular motivation, candidates will be credited with a maximum of 50 points as follows:

ba) Depending on the nature and extent of subject-relevant knowledge and experience in Diaconal Studies and Theological Cybernetics, Church History, Systematic Theology, Mission Studies and Ecumenism, Intercultural Theology, Theory and Hermeneutics, or of practical, non-university achievement, such as in the diaconate, or in cultural and development work, which provides information on the candidate's suitability for this course, and taking into account any letters of recommendation presented, the candidate will be credited points as follows:

The applicant has

excellent knowledge            35 points,

good knowledge                22 points,

satisfactory knowledge        10 points,

little knowledge                0 points.

bb) Depending on the account given of his/her particular motivation to study, documented by the letter of motivation, the candidate will be credited with the following points.

<sup>3</sup> The reasons given reflect the candidate's own professional and personal requirements and perspectives, which the course content offers in terms of professional and specialist goals, and includes, in particular, personal experience in meeting people of other cultural and religious backgrounds as well as practical skills in intercultural dialogue. <sup>4</sup> Based on these criteria, the reasons for studying are judged:

very convincing                15 points,

convincing                      10 points,

not very convincing	5 points,
unconvincing	0 points.

5) <sup>1</sup> Applicants whose native language is not English, must have an adequate knowledge of the English language at their disposal. <sup>2</sup> An adequate knowledge of English is to be proven by minimum achievement in an internationally recognised test. <sup>3</sup> Proof is offered by:

- a. Cambridge Certificate in Advanced English with at least a grade "B"
- b. Cambridge Certificate of Proficiency in English with at least a grade "C"
- c. International English Language Testing System (IELTS) with at least 6 points
- d. at least 550 points in a hand-written test of the Test of English as a Foreign Language (paper-based TOEFL)
- e. at least 213 points in a computer-based Test of English as a Foreign Language (computer-based TOEFL)
- f. at least 80 points in the "new internet-based TOEFL - Test of English as a Foreign Language"
- g. UNlcert stage III
- h. Proof of C1 level according to CEF (Common European Framework).

<sup>4</sup> As a rule, successful completion of the test should not have taken place more than two years before the receipt of the application for admission to the Master's programme. <sup>5</sup> Candidates with a minimum of one year of study or professional stay in an English-speaking country within the last five years before application for admission are exempted from this obligation.

(6) <sup>1</sup> In all other respects, the general enrolment requirements of the University of Göttingen remain unaffected. <sup>2</sup> The registration of candidates, who are considered as particularly suitable in accordance with paragraph 2, is conditional on proof of successful completion of the Bachelor or equivalent programme of study. <sup>3</sup> Proof is to be provided by 15.11 on enrolment for winter semester.

### **III. Selection Procedure**

#### **§ 3 Study Begin, Admission Application, Application Deadline**

(1) <sup>1</sup> The Master's programme begins each winter semester. <sup>2</sup> The written application for the Master's programme must be submitted to the university by 15.05 (deadline) accompanied by the documents required in accordance with paragraph 2.

(2) The signed written application must be accompanied by:

- a. certified copies, or, if the originals are not in English or German, certified German or English translations of the candidate's diploma or degree certificate; if the certificate is not yet available, then a certificate is to be submitted, stating the achievements so far, the credits and the average grade

- b. a tabular resume or curricula vita written in English, clearly giving details of education and accompanied by a photograph
- c. proof of adequate knowledge of the English language, if an applicant's native language is not English
- d. a statement on whether the candidate has successfully, unsuccessfully or not yet completed a closely related Master's programme
- e. a three-page account in English giving the candidate's motivation for being included in this course and his/her study objectives
- f. documents giving proof of study-relevant knowledge and experience in Diaconal Studies and Theological Cybernetics, Church History, Systematic Theology, Mission Studies and Ecumenism, Intercultural Theology, Theory and Hermeneutics, and/or practical, non-university achievement, e.g. in the diaconate, or in cultural and development work
- g. two confidential letters of recommendation from university faculty members or supervisors of volunteer or professional services, unless the candidate is prevented from providing these through no fault of his or her own.

(3) <sup>1</sup> Applications which are incomplete, not in the correct form. or which fail to meet the deadline, are excluded from further proceedings. <sup>2</sup> Submitted documents remain at the university.

#### **§ 4 Selection Committee for the Master's degree**

(1) As a preliminary in the selection process the Faculty of Theology forms at least one selection committee for this programme.

(2) <sup>1</sup> The selection committee consists of three voting members, who are either full-time members of the academic staff or of the university teaching staff, and a student member in an advisory capacity. <sup>2</sup> At least one member must belong to the group of university professors. <sup>3</sup> Members are appointed by the council of the theological faculty. <sup>4</sup> The term of office is two years, the student member one year. <sup>5</sup> Reappointment is possible. <sup>6</sup> The selection committee has a quorum if at least two voting members are present.

(3) The duties of the selection committee are:

- a. to check incoming admission applications for their formal correctness
- b. to check, and where necessary, to assess the admission requirements
- c. to interview candidates in accordance with § 6
- d. to rule whether or not to accept or reject candidates.

(4) The selection committee will make a full report to the council of the theological faculty at the end of the procedure and, where appropriate, make suggestions on the further development of the procedure.

## **§ 5 Selection Procedure**

(1) Selection is made on the basis of a combination of the following criteria according to the following point system:

- a. the grade awarded in the Bachelor's degree or equivalent certificate or diploma (maximum 100 points)
- b. study-relevant knowledge and experience, or practical, non-university achievement, and taking into account the two letters of recommendation (maximum 35 points)
- c. a written letter of motivation (maximum 15 points)
- d. an interview with the candidate (maximum 50 points).

(2) The selection committee makes a pre-selection of the applications according to paragraph 3, and shortlists candidates on the basis of the criteria stated in paragraphs 1 and 4.

(3) <sup>1</sup> Among the received applications, in order to limit the number of candidates selected for interview to twice the number of available places, a pre-selection according to the selection process is carried out; this is also to include the applications of persons who have already participated in a earlier interview according to § 6 para. 5. <sup>2</sup> A pre-selection ranking, whereby a maximum of 150 points can be attained, is made, based on the requirements given in paragraph 4, a) to c. <sup>3</sup> If rank equality occurs, then all the candidates of the highest ranking will be permitted to participate.

(4) <sup>1</sup> Selection is made on the basis of ranking in which a maximum of 200 points can be attained. <sup>2</sup> This is in accordance with the following provisions:

Depending on the final grade of first degree candidates will be credited with points as follows:

1.10 to 1.00	100 points
1.20 to 1.10	95 points
1.30 to 1.20	90 points
1.40 to 1.30	85 points
1.50 to 1.40	80 points
1.60 to 1.50	75 points
1.70 to 1.60	70 points
1.80 to 1.70	65 points
1.90 to 1.80	60 points
2.00 to 1.90	55 points
2.10 to 2.00	50 points
2.20 to 2.10	45 points
2.30 to 2.20	40 points
2.40 to 2.30	35 points
2.50 to 2.40	30 points

2.60 to 2.50	25 points
2.70 to 2.60	20 points
2.80 to 2.70	15 points
2.90 to 2.80	10 points
3.00 to 2.90	5 points.

- b) Depending on the nature and extent of study-relevant knowledge and experience in Diaconal Studies and Theological Cybernetics, Church History, Systematic Theology, Mission Studies and Ecumenism, Intercultural Theology, Theory and Hermeneutics, or of practical, non-university achievement, such as in the diaconate, or in cultural and development work, which provides information on the candidate's suitability for this course, and taking into account any letters of recommendation presented, the candidate will be credited points as follows:

The applicant has

excellent knowledge	35 points,
good knowledge	22 points,
satisfactory knowledge	10 points,
little knowledge	0 points.

- c) Depending on the account given of his/her particular motivation to study, documented by the letter of motivation, the candidate will be credited with the following points:

<sup>3</sup> The reasons given reflect the candidate's own professional and personal prerequisites and perspectives, which the course content offers in terms of professional and specialist goals, and includes, in particular, personal experience in meeting people of other cultural and religious backgrounds as well as practical skills in intercultural dialogue. <sup>4</sup> Based on these criteria, the reasons for studying are judged:

very convincing	15 points,
convincing	10 points,
not very convincing	5 points,
unconvincing	0 points.

- d) Depending on the determination of suitability in the interview the candidate is credited with a maximum of 50 points as follows:

- da) Depending on the nature and extent of the ability to carry out academic, basic and method-oriented research (eg, academic theories, theory-practice relationship, methods of social research, theory of history, theological prolegomena, text analysis, hermeneutics, etc.), the candidate is credited points as follows:

The candidate has

excellent skills	10 points,
good skills	6 points
low skills	0 points.

db) Depending on the nature and extent of experience and basic knowledge of biblical hermeneutics; special and general knowledge of biblical themes, the fundamentals of Christian religion and church history, and general basic concepts of Christian theology, the candidate is credited points as follows:

The applicant has

excellent knowledge	20 points
good knowledge	14 points
satisfactory knowledge	8 points
little knowledge	0 points.

dc) Depending on the reasons given for the motivation to study and presentation of the professional or academic goals the candidate is credited points as follows. The reasons reflect the candidate's own professional and personal requirements and perspectives, which the course contents offer with respect to professional or academic goals:

very convincing	20 points,
convincing	14 points
not very convincing	8 points,
unconvincing	0 points.

(5) <sup>1</sup> If there is rank equality after ranking, then ranking order is determined by the grade of the bachelor's or equivalent degree; <sup>2</sup> otherwise by drawing lots.

(6) In all other respects, the general enrolment requirements of the University of Göttingen remain unaffected. The registration of those candidates who are considered as basically suitable in accordance with § 2 para. 2 is conditional on proof of successful completion of the Bachelor or equivalent programme of study. Proof is to be provided by 15.11 on enrolment for winter semester.

## **§ 6 Interview**

(1) <sup>1</sup> The interview will assess whether or not the candidate is suitable for the selected course.

<sup>2</sup> The following principles apply in carrying out the interview:

- a. The interview usually takes place at the University in the period between the fifth and seventh week following the application deadline. The exact dates and location of the interview will be announced by the university within a reasonable period prior to the interview. The university will invite candidates for interview in good time. For candidates residing abroad, and also in exceptional cases, the interview may be conducted by video conference or telephone, provided that the identity of the applicant can be established beyond reasonable doubt. The details of the procedure are determined by the selection committee.
- b. The selection committee conducts an interview lasting about 15 minutes in English with each candidate.



c. A transcript is to be made of the more important questions and answers in the interview which is to be signed by all members of the selection committee. The transcript must also clearly state date and location of the interview, the names of the committee members, the name of the candidate, and the assessment.

(2) The interview spans the suitability parameters given in § 5, paragraph 4, point d.

(3) At the end of the interview the members of the selection committee evaluate the candidate on his/her particular suitability for the selected study programme on a scale according to § 5 paragraph 4, point d.

(4) <sup>1</sup> Any candidate who fails to appear for interview without giving good cause, is excluded from further proceedings. <sup>2</sup> Where there is good cause the selection committee will set a new date for the interview on request. <sup>3</sup> The proof of cause and the request for a new date are to be submitted immediately, but no later than two days after the first deadline set by the selection committee. <sup>5</sup> Any candidate who has been excluded has the right to take part in the next possible selection procedure.

(5) <sup>1</sup> Interviews may be brought forward and conducted within the framework of the undergraduate course of studies in cases where students of the university are enrolled on an undergraduate degree programme which is deepened by the Master's programme. <sup>2</sup> This early interview replaces the selection interview in cases where the student has applied to the Master's degree programme. <sup>3</sup> It may be conducted at the beginning of the sixth semester at the earliest. <sup>4</sup> The early interview must have equivalent form and content to the selection interview. <sup>5</sup> The provisions of paragraphs 1 to 4 under § 5 para. 4, point d) and § 4 paras. 2 to 4 apply accordingly. <sup>6</sup> The early interview will only be taken into consideration in place of the selection interview if it has not occurred more than six months prior to the selection decision, and if the candidate belongs to the group of persons pre-selected for interview under § 5 paragraph 3. <sup>7</sup> If this condition is not satisfied, the applicant is excluded from further selection proceedings of this application process. <sup>8</sup> Notification of the outcome of the early selection interview will only be provided if the applicant is pre-selected for interview under § 5 para. 3.

### **§ 7 Notification of Acceptance and Rejection; Clearing Procedure**

(1) <sup>1</sup> Candidates eligible for admission receive written notification of acceptance from the University; <sup>2</sup> in which a deadline is set by which the applicant must declare in writing whether or not he or she will take up the study place. <sup>3</sup> If this declaration is not received in due time or in the proper form, then the notification of acceptance will be ineffective. <sup>4</sup> The legal consequences are to be referred to in the notification of acceptance.

(2) <sup>1</sup> Candidates not eligible for admission receive notification of rejection, in which their achieved ranking and the ranking of the last approved applicant are listed. <sup>2</sup> The notification of rejection is to be provided with information on legal remedies. <sup>3</sup> The notification also contains a request for candidates to declare whether or not their application is to be upheld for a clearing

procedure. <sup>4</sup> If the candidate does not submit this declaration in the correct form or by the deadline stated in the notification, then he or she is excluded from the clearing procedure. <sup>5</sup> These legal consequences are to be referred to in the notification.

(3) <sup>1</sup> The clearing procedure is conducted on the basis of the ranking according to § 5 para 4 and 5. If ranking according to clause 1 is exhausted, then ranking is made on the basis of the provisions referred to in § 5 para 4 points a) to c), and the clearing process is carried out based on these rankings. <sup>2</sup> The provisions of paragraph 1 apply accordingly.

(4) <sup>1</sup> The admission process is completed by 15.11. at the latest for admission to the winter semester. <sup>2</sup> After which time any remaining places are awarded by lot to candidates eligible for admission following an informal application. <sup>3</sup> The application period begins two weeks before the start of the semester for which admission is to be made and ends with the conclusion of the procedure. <sup>4</sup> With admission in the winter semester there is a deadline for the allocation of places by lot of 30.11. at the latest because of the advanced lecture period.

### **§ 8 Admission to Higher Semesters**

(1) Vacant study places in a higher semester with admission restrictions will be awarded in the following order to those candidates,

a) who are or were enrolled in the same or a comparable course

aa) at another German university

ab) at a foreign university and possessing German citizenship or the legal right to be treated as a German national

b) whose rejection on grounds concerning their person would constitute special hardship,

c) who make other grounds apply.

(2) Within each of the three case groups mentioned in paragraph 1, the outcome of the Bachelor examination or examination equivalent to that of the Bachelor is decisive after social and, in particular, familial and economic reasons governing the choice of location have been considered; where similar cases are concerned, ultimately the draw is decisive.

## **IV Final Provisions**

### **§ 9 Transitional Provisions**

Notwithstanding § 3 para 1, cl. 2, the written request for the admission of candidates to the winter semester 2009/2010 must be received at the Georg August University Göttingen by 15 June (deadline).

### **§ 10 Taking Effect**

<sup>1</sup> These regulations take effect on the day following their publication in the Official Bulletin of the Georg August University Göttingen. <sup>2</sup> They apply the first time to the award procedure for the winter semester 2009/2010.