Admission regulations of the University of Hohenheim for the Master's programs "Food Biotechnology" and "Food Science and Engineering" of the Faculty of Natural Sciences

Disclaimer: This is a non-official translation of the official *Zulassungsatzung der Fakultät Naturwissenschaften für die Master-Studiengänge "Food Biotechnology" und "Food Science and Engineering"*. Due to German being the official language, this translation is not legally binding.

I. General Provisions

§1 Scope of application

Available places in the Master's programs

- Food Biotechnology
- Food Science and Engineering

of the University of Hohenheim are awarded as per the following regulations.

§2 Selection quotas

- (1) Available places as per § 1 are assigned as follows.
 - a) 80 percent shall be allocated to German applicants,
 - b) 20 percent shall be allocated to international applicants.
- (2) For each of these two quotas a separate ranking is created. The remaining unassigned places of one quota will be added to the other quota.

§3 Application deadline and process

- (1) Admission to the first subject-related semester is only possible for the winter semester, unless part II of these admission regulations state otherwise. The application deadline is May 15th (cut-off period).
- (2) The application must be submitted electronically through the University of Hohenheim's website according to the requirements stated there and including the submission of the necessary documents (online application). Upon request and to avoid undue hardship, the University of Hohenheim may waive the requirement for an electronic application and accept a written application.

§4 Responsibility

- (1) Admission decisions are made by the president of the University of Hohenheim based on the recommendation of the responsible selection committee of the internal selection procedure.
- (2) Each Master's program has one selection committee.
- (3) The selection committee consists of the program coordinator, a minimum of two representatives of the professorship and one student member in an advisory role. Members serve for two years. They may be appointed again. Members are selected by the Faculty Council of the Faculty of Natural Sciences. One professorial member of the selection committee serves as chairperson. The selection committee has a quorum, if in addition to the chairperson or his/her deputy one further member attends a session.
- (4) The selection committee makes decisions using a simple majority vote of members present. In the event of a tie, the chairperson's vote is counted twice. The sessions of the selection committee are not public.

§5 Entry requirements

- (1) Eligible for admission to these Master's programs are only applicants who
 - a) have completed a study program as specified in part II of these regulations at a domestic or foreign university lasting a minimum of three years and awarding a minimum of 180 ECTS credits or have completed an equivalent program;
 - b) have good English language skills (minimum level B2 of the Common European Framework of Reference for Languages), which as long as English is not the mother-tongue of the applicant are usually documented by a language certificate or other pertinent documents as per paragraph 2,
 - c) have good German language skills (minimum level B1 of the Common European Framework of Reference for Languages), which as long as German is not the mother tongue of the applicant are to be documented by a language certificate or other pertinent documents as per paragraph 2.
 - d) meets further, program-specific admission requirements as per part II of these regulations.
- (2) For further information regarding proof of language proficiency consult attachment 1 of this document. The selection committee may admit exceptions.
- (3) Documented proof of performances and certificates acquired outside of the Federal Republic of Germany are credited according to the equivalency agreements approved by the *Kultusministerkonferenz* (conference of the ministers for education and cultural affairs) and the *Hochschulrektorenkonferenz* (German Rector's Conference), as well as agreements established within university partnerships.

§6 Application

- (1) In order for an application to be properly completed, the following documents must be submitted online before the application deadline has passed:
 - a) diploma of the completed study program as well as the transcript of records, which provides information on the contents of the study program;
 - b) if required, documented proof of language proficiency in German and/or English (details are governed by §5 paragraph 1);
 - c) data sheet for information on educational background
 - d) if available, documents providing additional information as to the applicant's qualifications for the selected study program. These may be already completed coursework of a Master's program, completed vocational training, practical work with a minimum duration of 4 weeks, social commitment, other subject-specific performances or exchange semesters.
 - e) Applicants who have already been enrolled in a Master's program have to prove that the examination claim for the program for which admission is requested is valid and that the applicant is not part of any other examination processes. This also applies to related study programs as per part II of these regulations. Proof has to be presented in the form of a statement from the university at which prior enrolment occurred.

If documented proof of the criteria mentioned in letters a) to e) is not available in German or English, it is necessary to present a legally certified German translation of the respective documents.

- (2) If the diploma of the undergraduate degree has not been issued at the time of application, a transcript of records detailing the course of studies has to be attached to the application for admission. The complete diploma is to be handed in by December 15th for the winter semester or June 30th for the summer semester of the year for which admission is sought.
- (3) If 50% of the coursework required for the UNIcert II certificate is completed before the application deadline has passed, the applicant must attach proof of this to the application for

admission. The complete UNIcert II certificate is to be handed in before October 1st for the winter semester and before April 1st for the summer semester at the latest.

(4) In the event of paragraphs 2 and 3, admission to a Master's program is granted under the condition that proof of the completion of studies or the UNIcert II certificate is produced within the allotted period. If the deadline lapses admission to the program is revoked.

§7 Selection procedure

- (1) If the number of qualified applicants as per §5 exceeds the total amount of available places, a ranking is created based on the criteria and standard of evaluation set forth by the selection committee. This ranking is the basis on which places are awarded and letters of admission or rejection are issued.
- (2) The following aspects are primarily taken into consideration while creating the ranking:
 - a) Final grade of the first university degree or the grade point average of the examinations completed thus far (see §6 paragraph 2),
 - b) subject-specific academic achievements as per part II of these regulations,
 - c) subject-specific practical work experience (completed professional training and/or practical work and/or semester abroad)
 - d) further, program-specific admission criteria as set forth in part II of these regulations (aptitude test, interviews, proof of language proficiency).

Details are governed by part II of these regulations.

(3) Applicants are only taken into consideration during the selection procedure, if the application for admission including all required documents has been submitted before the deadline expires and the applicant meets the requirements set forth in §5.

II. Program-specific regulations

§8 Master's program in Food Biotechnology

- (1) Entry requirement as per §5 number 1 is a Bachelor's degree with a profile in the natural sciences or engineering. Accepted are Bachelor's degrees in food science and biotechnology, food technology, biology, biochemistry, biotechnology, bioprocess engineering, chemistry, as well as a Bachelor's degree in *Ernährungswissenschaft* obtained at the University of Hohenheim. The selection committee may recognize further programs in the natural sciences or engineering as equal to those listed in this paragraph.
- (2) A further selection criterion as per §7 paragraph 2d) are the results of the aptitude test. The aptitude test is passed if a minimum of 33% of the total points have been obtained. The test will be failed if the applicant does not show up to take the test. The test is assessed by the program director. The aptitude test contains questions at Bachelor's level from the fields of biochemistry, microbiology, molecular biology and biotechnology, microbiology, molecular biology and biotechnology, which are considered to be fundamental for this Master's degree program. It includes three questions from each of the four areas mentioned above. The study aptitude test takes place in written or oral form and lasts 30 60 minutes. Further modalities are announced on the homepage of the University of Hohenheim on March 15th at the latest. The test is assessed by the program director.
- (3) Relevant work experience as per §6 paragraph 1e) is:
 - a) completed vocational training as laboratory technician (natural sciences, medicine); technical assistant (natural sciences, medicine); completed vocational training in the food industry, chemical industry, pharmaceutical industry or biotechnology industry,
 - b) subject-specific industrial internship with a minimum duration of 3 months,

- c) a subject-specific stay abroad at a university within the EU, Switzerland, USA or Japan with a minimum duration of 3 months.
- (4) Subject-specific academic achievements as per §7 paragraph 2b) may be credited, if the academic achievements have awarded a minimum of 6 ECTS credits. The academic achievements need to be from the following fields: biotechnology, biochemistry, organic chemistry, molecular biology, microbiology, process technology.
- (5) The selection of the applicants as per §7 is governed by a two-step selection procedure. The first step consists of a pre-selection, which is based on the final grade of the first university degree or the grade point average of the examinations completed thus far (weighting: 60%), subject-related academic achievements as per paragraph 4 (weighting: 30%), and relevant work experience as per paragraph 3 (weighting: 10%). The number of applicants to be invited to the aptitude test is determined to be three times the number of study places in the respective quota, starting with the highest ranked. All other applicants are excluded from the continuing selection procedure.
- (6) In a second step, a ranking of the applicants who were chosen during pre-selection and have passed the aptitude test is created, which is the basis for extending offers of admission. The following criteria are considered when creating the final ranking list:
 - final grade of the first university degree or the grade point average of the examinations completed thus far (weighting: 50%)
 - result of the aptitude test (weighting: 30%)
 - subject-specific academic achievements (weighting: 15%)
 - relevant work experience (weighting: 10%).
- (7) Related study programs as per §6 paragraph 1f) are: biochemistry, bioprocess engineering, technical biology. The selection committee may recognize further study programs as related and amend the list accordingly.
- (8) The assessment of the criteria as per § 7 paragraph 2, § 8 paragraphs 2 to 6 is governed by appendix 2.

§9 Master's program in Food Science and Engineering

- (1) Entry requirement as per §5 number 1 is a Bachelor's degree with a profile in the natural sciences or engineering. Accepted are Bachelor's degrees in food science and biotechnology, food technology, food engineering, food chemistry, biotechnology, process technology, as well as a Bachelor's degree in *Ernährungswissenschaft* obtained at the University of Hohenheim. The selection committee may recognize further programs in the natural sciences or engineering as equal to those listed in this paragraph.
- (2) Subject-specific academic achievements as per §7 paragraph 2b) may be credited, if the respective academic achievement awards a minimum of 6 ECTS credits. The academic achievements need to be from the following fields: physics, mathematics, physical chemistry, food chemistry, microbiology, engineering, process and automatization technology.
- (3) Subject-related work experience recognised as per §7 paragraph 2c) may be: internships or completed vocational training in food scientific, biotechnological, technological or chemical sectors.
- (4) A further selection criterion as per §7 paragraph 2d) are the results of the aptitude test. The aptitude test is passed if a minimum of 33% of the total points have been obtained. The test will be failed if the applicant does not show up to take the test. The test is assessed by the program director. The aptitude test consists of questions at Bachelor's level in the areas of basic technology (physics, mathematics, process engineering), basic chemistry (food chemistry, physical chemistry), microbiology (food microbiology, biotechnology), and measurement and automation technology, which are considered fundamental to this master's degree program. It includes three questions from each of the four areas mentioned above. The

aptitude test takes place in written or oral and lasts 30 - 60 minutes. Further modalities are announced on the homepage of the University of Hohenheim on March 15th at the latest.

- (5) The selection of the applicants as per §7 is governed by a two-step selection procedure. The first step consists of a pre-selection, which is based on the final grade of the first university degree or the grade point average of the examinations completed thus far (weighting: 60%), subject-related academic achievements as per paragraph 2 (weighting: 30%), and relevant work experience as per paragraph 3 (weighting: 10%). The number of applicants to be invited to the aptitude test is determined to be three times the number of study places in the respective quota, starting with the highest ranked. All other applicants are excluded from the continuing selection procedure.
- (6) In a second step, a ranking of the applicants who were chosen during pre-selection and have passed the aptitude test is created, which is the basis for extending offers of admission. The following criteria are considered when creating the final ranking list:
 - final grade of the first university degree or the grade point average of the examinations completed thus far (weighting: 50%)
 - result of the aptitude test (weighting: 30%)
 - subject-specific academic achievements (weighting: 15%)
 - relevant work experience (weighting: 10%).
- (7) Related study programs are those study programs listed in §6 paragraph 1f). The selection committee may recognize further study programs as related and amend the list accordingly.
- (8) The assessment of the criteria as per § 7 paragraph 2, § 9 paragraphs 2 to 4 is governed by appendix 3.

III. Final provisions

§10 Coming-into-effect

- (1) This document comes into effect the day following its announcement in an official note of the University of Hohenheim (*Amtliche Mittelungen der Universität Hohenheim*).
- (2) At the same time, the Admission Regulations of the University of Hohenheim for the Master's programs in "Food Biotechnology" and "Food Science and Engineering" from 12 February 2019 (published in the University of Hohenheim's Official Notifications No. 1207) shall expire.
- (3) These Admission Regulations shall apply for the first time to the admission procedure for the winter semester 2021/22.

Stuttgart, 15 April 2021

signed,

Professor Dr. Stephan Dabbert

- President -

Appendix 1

Language entry requirements for the Master's programs "Food Biotechnology" and "Food Science and Engineering" of the Faculty of Natural Sciences

The following regulations apply to all applicants equally.

I. German

- (1) Entry requirement is documented proof of basic German language skills. Proof of language proficiency can be presented by obtaining one of the following accepted certificates:
 - a) UNIcert I certificate with a minimum grade of "good" ("gut")
 - b) the Goethe-Zertifikat B1: Zertifikat Deutsch of the Goethe Institut
 - c) the Deutsches Sprachdiplom der Kultusministerkonferenz, level DSD 1
 - d) the Test Deutsch als Fremdsprache (Test DaF) with a minimum score of 3 in all 4 examinations
 - e) the examination certificate of the DSH I (*Deutsche Sprachprüfung für den Hochschulzugang*, German Language Examination for University Admission).
- (2) Applicants can be exempted from producing proof of language proficiency, if they
 - a) declare German to be their mother-tongue; or
 - b) have visited a German school (including such schools outside the Federal Republic of Germany); or
 - c) have visited a bilingual school, if one language of instruction was German.

II. English

- (1) Entry requirement is documented proof of good English language skills. Proof of language proficiency can be presented by obtaining one of the following accepted certificates:
 - a) Internet-based TOEFL test with a minimum of 90 out of 120 points
 - b) IELTS certificate with a minimum of 6.5 out of 9 points
 - c) UNIcert II certificate with a minimum grade of "good" ("gut").
- (2) Applicants can be exempted from producing proof of language proficiency, if they
 - a) declare English to be their mother-tongue and are citizens of one of the following countries: the United Kingdom, Ireland, Australia, Canada, New Zealand, the United States of America, Antigua and Barbuda, the Bahamas, Barbados, Dominica, Grenada, Jamaica, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Trinidad and Tobago, Belize, Guyana; or
 - b) have completed their Bachelor's or Master's degree with English as the language of instruction at a university within the European Union or in one of the countries mentioned in paragraph 2a); for the Master's program in Earth and Climate System Science a Bachelor's or Master's degree with English as the language of instruction is accepted without any restrictions regarding the location of the awarding university; or
 - c) have visited a bilingual school, if one language of instruction was English; or
 - d) have taken English as a school subject during the *Oberstufe* (final years) at a German *Gymnasium* (secondary school) (minimum grade point average at the end of the *Oberstufe* "befriedigend" ("satisfactory", 8 grade points)).
- (3) If the required minimum grade point average as per 2.d) of part II of this attachment has not been obtained, the applicant may compensate for this, if
 - a) a minimum of 1 semester of the Bachelor's studies has been completed with English as the language of instruction; or
 - b) a full-time internship lasting a minimum of 3 month has been completed in an English speaking company.

Appendix 2: Scoring model for the Master's program in Food Biotechnology

The ranking list for the pre-selection as per §8 paragraph 5 is calculated by adding the points awarded in the following selection criteria. On the basis of this pre-selection, a number of applicants equal to 2.5 times the number of available places are invited to take the aptitude test. All other applicants are excluded from the continuing selection procedure.

Criteria	Explanation								
	Grade	Points	Grade	Points	Grade	Points	Grade	Points	
final grade or current	1,0-1,1	160	1,81-1,9	128	2,61-2,7	90	3,41-3,5	38	
grade point average	1,11-1,2	156	1,91-2,0	124	2,71-2,8	84	3,51-3,6	31	
(converted into the	1,21-1,3	152	2,01-2,1	120	2,81-2,9	78	3,61-3,7	24	
German grading	1,31-1,4	148	2,11-2,2	115	2,91-3,0	72	3,71-3,8	16	
system by the	1,41-1,5	144	2,21-2,3	110	3,01-3,1	66	3,81-3,9	8	
University of	1,51-1,6	140	2,31-2,4	105	3,11-3,2	59	3,91-4,0	0	
Hohenheim)	1,61-1,7	136	2,41-2,5	100	3,21-3,3	52			
	1,71-1,8	132	2,51-2,6	95	3,31-3,4	45			
Subject-specific academic achievements	 biotechnology biochemistry organic chemistry molecular biology microbiology process technology One academic achievement may be recognized per subject. 13 points are awarded per recognized achievement. A maximum of 78 points is awarded. 								
	Points for according Work ex	to the follo			erience ma	ay be reco	gnized and	credited	
Relevant work experience	Completed vocational training as laboratory technician (natural sciences, medicine); technical assistant (natural sciences, medicine); completed vocational training in the food industry, chemical industry, pharmaceutical industry or biotechnology industry.							18	
	industrial internship with a minimum duration of 3 months, OR a stay abroad at a university within the EU, Switzerland, USA or Japan with a minimum duration of 3 months.						9		
	A maximum of 27 points is awarded.								

The final ranking list as per §8 paragraph 6 is calculated by adding the points awarded in the following selection criteria:

Criteria	Explanation							
	Grade	Points	Grade	Points	Grade	Points	Grade	Points
final grade or current	1,0-1,1	160	1,81-1,9	128	2,61-2,7	90	3,41-3,5	38
grade point average (converted into the German grading system by the University of Hohenheim)	1,11-1,2	156	1,91-2,0	124	2,71-2,8	84	3,51-3,6	31
	1,21-1,3	152	2,01-2,1	120	2,81-2,9	78	3,61-3,7	24
	1,31-1,4	148	2,11-2,2	115	2,91-3,0	72	3,71-3,8	16
	1,41-1,5	144	2,21-2,3	110	3,01-3,1	66	3,81-3,9	8
	1,51-1,6	140	2,31-2,4	105	3,11-3,2	59	3,91-4,0	0
	1,61-1,7	136	2,41-2,5	100	3,21-3,3	52		
	1,71-1,8	132	2,51-2,6	95	3,31-3,4	45		
			•		•	•	•	

Subject-specific academic achievements	Academic achievements in the following subjects may be recognized and credited: • biotechnology • biochemistry • organic chemistry • molecular biology • microbiology • process technology One academic achievement may be recognized per subject. 8 points are awarded per recognized achievement. A maximum of 48 points is awarded.								
			xperience may be recognized ar	nd credited					
	according to the following ta	ıble:							
	Work experience			Points					
Relevant work experience	Completed vocational train sciences, medicine); techn cine); completed vocationa industry, pharmaceutical ir	10							
	 industrial internship with a minimum duration of 3 months, OR a stay abroad at a university within the EU, Switzerland, USA or Japan with a minimum duration of 3 months. 								
	A maximum of 16 points is awarded.								
	Grade aptitude test	Points							
	Best 2 tests	96							
	1,0	96	1						
	1,3	90	1						
	1,7	83							
	2,0	75							
Aptitude test	2,3	67							
	2,7	58							
	3,0	48							
	3,3	37 24							
	4,0	12	-						
	5,0	0	-						
			J						
	A maximum of 96 points is awarded.								

Appendix 3: Scoring model for the Master's program in Food Science and Engineering

The ranking list for the pre-selection as per §9 paragraph 5 is calculated by adding the points awarded in the following selection criteria. On the basis of this pre-selection, a number of applicants equal to 2.5 times the number of available places remain within the selection procedure. All other applicants are excluded from the continuing selection procedure.

Criteria	Explanation							
	Grade	Points	Grade	Points	Grade	Points	Grade	Points
final grade or current	1,0-1,1	160	1,81-1,9	128	2,61-2,7	90	3,41-3,5	38
grade point average	1,11-1,2	156	1,91-2,0	124	2,71-2,8	84	3,51-3,6	31
(converted into the	1,21-1,3	152	2,01-2,1	120	2,81-2,9	78	3,61-3,7	24
German grading	1,31-1,4	148	2,11-2,2	115	2,91-3,0	72	3,71-3,8	16
system by the	1,41-1,5	144	2,21-2,3	110	3,01-3,1	66	3,81-3,9	8
University of	1,51-1,6	140	2,31-2,4	105	3,11-3,2	59	3,91-4,0	0
Hohenheim)	1,61-1,7	136	2,41-2,5	100	3,21-3,3	52		
	1,71-1,8	132	2,51-2,6	95	3,31-3,4	45		
Subject-specific academic achievements	 physics mathematics physical chemistry food chemistry microbiology engineering process and automatization technology One academic achievement may be recognized per subject. 11 points are awarded per recognized achievement. A maximum of 77 points is awarded. 							
	Work experience							Points
Relevant work experience	Relevant work experience in the food, biotechnology, technology or chemical sector • Internship ≥ 3 months • Completed vocational training							10 18
	A maximu	ım of 28 p	oints is a	warded.				

The final ranking list as per §9 paragraph 4 is calculated by adding the points awarded in the following selection criteria:

Criteria	Explanation							
final grade or current grade point average (converted into the German grading system by the University of Hohenheim)	Grade	Points	Grade	Points	Grade	Points	Grade	Points
	1,0-1,1	160	1,81-1,9	128	2,61-2,7	90	3,41-3,5	38
	1,11-1,2	156	1,91-2,0	124	2,71-2,8	84	3,51-3,6	31
	1,21-1,3	152	2,01-2,1	120	2,81-2,9	78	3,61-3,7	24
	1,31-1,4	148	2,11-2,2	115	2,91-3,0	72	3,71-3,8	16
	1,41-1,5	144	2,21-2,3	110	3,01-3,1	66	3,81-3,9	8
	1,51-1,6	140	2,31-2,4	105	3,11-3,2	59	3,91-4,0	0
	1,61-1,7	136	2,41-2,5	100	3,21-3,3	52		
	1,71-1,8	132	2,51-2,6	95	3,31-3,4	45		
	1,71-1,8	132	2,51-2,6	95	3,31-3,4	45		

Subject-specific academic achievements	 physics mathematics physical chemistry food chemistry microbiology engineering process and automatizati 	on technolo t may be re nent.	cognized per subject. 6.9 points are award-					
	Work experience		Points					
Relevant work experience		, biotechnology, technology or 6 10						
	Grade aptitude test	Points						
	Best 2 tests	96						
	1,0	96						
	1,3	90						
	1,7	83						
	2,0	75						
Aptitude test	2,3	67	_					
, ,p.,,	2,7	58	_					
	3,0	48						
	3,3	37						
	3,7	24	_					
	4,0	12	_					
	5,0	0						
	A maximum of 96 points is awarded.							