

# **University of Hohenheim Admission Regulations for the Master's Degree Program in Bioeconomy**

## **Section 1 Scope of Application**

(1) In the Master's degree program Bioeconomy, the University of Hohenheim shall allocate the available study places according to the following regulations.

## **Section 2 Admission Categories, Selection Quotas**

(1) The admission shall proceed according to Annex 2 in one of the following three admission categories, each including one-third of the study places available according to Sec. 1:

- Z1: Applicants with a previous education in natural sciences or engineering,
- Z2: Applicants with a previous education in agricultural, horticultural, or forestry sciences,
- Z3: Applicants with a previous education in social, business, or economic sciences.

Half of the remaining available study places in an admission category will be assigned to each of the other two admission categories. The admission committee shall decide on the category into which the applicants fall.

(2) The study places available according to Sec. 1 shall be allocated within an admission category according to Sec. 2(1) in the following manner:

- 80 percent shall be allocated to German applicants,
- 20 percent shall be allocated to international applicants.

(3) 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.

(4) For each of the quotas, within an admission category according to Sec. 2(1), a separate ranking list according to Sec. 6 shall be created. If study places remain in a quota, they shall be assigned to the other quota within the admission category.

## **Section 3 Deadline and Form**

(1) Admission to the first subject-related semester shall only be possible for the winter semester. The application deadline for admission is 15 June (cut-off deadline).

(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 to the University of Hohenheim (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.

(3) The following documents need to be uploaded in the online application portal:

- a) the final degree certificate of the first degree and the transcript of records according to Sec. 5(1)(1) as notarized copies;
- b) proof of English language proficiency according to Sec. 5(1)(2);
- c) if available, proof of subject-specific coursework or examinations according to Sec. 6(2)(2);
- d) if available, proof of completed vocational training according to Sec. 6(2)(3);
- e) if available, a letter of motivation according to Sec. 6(2)(4);

- f) if applicable, proof of whether the person submitting an application has lost the right of admission to an examination in a Master's program listed in Annex 1 or whether the person is currently involved in an ongoing examination procedure in any of these programs.

If the proof requested in the letters a) - f) is not in German or English, a certified translation into German is required.

(4) If the final transcript of records of the first degree according to Sec. 3(3)(a) has not yet been issued by the application deadline, please submit an overview of all exam grades which have been completed. In this case, probationary admission may be granted under the condition that the final degree certificate is to be submitted by 15 December of the year for which admission is applied. If the student does not submit the final degree certificate, admission is revoked.

## **Section 4 Responsibility**

(1) The President of the University of Hohenheim decides on admission upon the suggestions provided by the admission committee for the University's selection procedure.

(2) For the Master's degree program Bioeconomy, an admission committee shall be appointed. The admission committee is made up of the coordinator of the program by virtue of office, five members of scientific staff primarily employed by the University, of which at least three must be professors, and one student member with an advisory vote. The term of office for the scientific staff primarily employed by the University is two years, that of the student member is one year. Re-appointment is permitted. One of the professorial members of the admission committee shall be the chairperson. The chairperson, the assistant chairperson, and the members of the admission committee shall be appointed by the University of Hohenheim's Senate. Each of the three faculties has one nomination right each for the professorial members of the admission committee for the Master's degree program Bioeconomy.

(3) The admission committee makes decisions based on a simple voting majority of the members present; if there is a tie, the chairperson's vote shall be the deciding vote. The admission committee has a quorum if, in addition to the chairperson or the assistant chairperson, at least two other voting members, including one professor, are present. The meetings of the admission committee are not open to the public.

## **Section 5 Admission Requirements**

(1) The admission requirements are:

1. a first degree in a program according to Annex 2 at a German or foreign university with a total of at least 180 ECTS credits or a standard period of study of at least three years or an equivalent academic qualification.
2. English language proficiency. More information on language proficiency can be found in Annex 3 of these regulations.

(2) The admission committee shall decide on the equivalency of the admission requirements according to Sec. 5(1). In recognizing grades and proof which were given outside of the Federal Republic of Germany, the equivalence agreements from the Standing Conference of Education Ministers and the German Rectors' Conference as well as agreements in the context of the university partnerships are to be taken into consideration.

## **Section 6 Selection Procedure**

(1) Only those who applied properly and before the deadline according to Sec. 3 shall take part in the selection procedure for a study place.

(2) If the number of qualified applicants according to Sec. 5 is greater than the number of available study places, the selection decision is made according to a ranking list made using the following criteria:

1. Overall grade of the final degree examination or the average grade of the previous examinations according to Sec. 5(1)(1) (Weighting: 70 %);
2. subject-specific achievements proven by successfully completed examinations in the Bachelor's program with a minimum of 5 ECTS credits each. A total of three achievements can be recognized, but a maximum of two per subject area. The achievements must come from the following subject areas: crop science, biobased products and bioenergy, biology, biochemistry, process engineering, biotechnology, food chemistry, physics, microeconomics, principles of economics, corporate finance (Weighting: 15 %);
3. completed vocational training (with no limitation to certain areas) or at least 2 years of work in an activity belonging to a profession for which vocational training is required (Weighting: 10 %);
4. Motivational letter in English that describes the most important reasons for choosing the study program, maximum two pages, signed by the person applying (Weighting: 5 %).

A total number of points shall be calculated from the values (expressed in point numbers) for the individual criteria. The standard for the evaluation of individual criteria and the calculation of the total number of points is conducted according to Annex 4.

(3) The admission committee shall decide on the equivalency of the criteria named in Sec. 6(2). Sec. 5(2)(2) shall apply.

(4) The request shall be rejected if

1. the requirements listed in Secs. 3 and 5 are not fulfilled or
2. if the person submitting an application has lost the right of admission to an examination in a Master's program listed in Annex 1 or if the person is currently involved in an ongoing examination procedure in any of these programs.

(5) In other respects the generally applicable regulations for the admission procedures in the University of Hohenheim's admission and enrolment regulations remain unaffected.

## **Section 7 Coming-into-effect**

(1) This document comes into effect the day following its announcement in an official note of the University of Hohenheim (Amtliche Mitteilungen der Universität Hohenheim).

(2) At the same time, the Admission Regulations of the University of Hohenheim for the Master's program in "Bieconomy" from 16. April 2015 (published in the University of Hohenheim's Official Notifications No. 1035) shall expire.

(3) These Admission Regulations shall apply for the first time to the admission procedure for the winter semester 2021/22.

## **Annex 1**

(1) Degree programs in the meaning of Sec. 3(3)(f) are

1. Admission category Z1: all natural and engineering Diplom and Master's programs at German universities and cooperative education universities,
2. Admission category Z2: all agricultural, forestry, and horticultural Diplom and Master's programs at German universities and cooperative education universities as well as all Master's programs in the areas of Agribusiness, Bioeconomy, Environmental Economics, or Resource Economics,
3. Admission category Z3: all business and economic Diplom and Master's programs at German universities and cooperative education universities as well as all Master's programs in the areas of Business Administration, Economics, Business Economics, and Macroeconomics.

(2) The admission committee may determine that degree programs other than those listed under Annex 1(1)(1-3) are equivalent.

## **Annex 2**

(1) Degree programs in the meaning of Sec. 5(1)(1) are:

1. For the area of Natural Sciences and Engineering (admission category Z1):

- Agricultural Biology
- Biology
- Biochemistry
- Biotechnology
- Bioengineering
- Chemistry
- Nutrition Science
- Food Technology, Food Engineering, Food Chemistry
- Process Engineering;

2. For the area of Agricultural and Forestry Sciences (admission category Z2):

- Agricultural Biology
- Agricultural Sciences
- Agricultural Economics
- Forestry Sciences
- Land Use
- Agriculture
- Biobased Products and Bioenergy
- Environmental Sciences
- another three-year Bachelor's program in which at least 50% of the subject content was made up of agricultural sciences;

3. For the area of Business, Economics, and Social Sciences (admission category Z3):

- Business Economics
- Macroeconomics
- Business and Economic Sciences
- another three-year Bachelor's program in which at least 50% of the subject content was made up of business or economic sciences.

(2) The admission committee may expand the lists of degree programs listed under Annex 1(1)(1-3).

### Annex 3

Proof of English language proficiency may be given by providing one of the following documents:

1. Final degree certificate from a Bachelor's or Master's program insofar as the program was carried out entirely in the English language at an accredited university within the EU, Switzerland, or one of the following countries: Australia, Canada, New Zealand, USA, Antigua and Barbuda, Bahamas, Barbados, Dominica, Grenada, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Belize, or Guyana;
2. a language test from the list below:

Language test	Minimum grade / number of points
1. TOEFL (internet based)	90
2. IELTS	6.5
3. Cambridge EFL test <sup>1)</sup>	CAE (Certificate in Advanced English)
4. Cambridge Business English Certificate (BEC)	BEC Higher
5. London Chamber of Commerce LCCI Examinations Board	Level 3 (Distinction or Credit)
6. TOEIC <sup>2)</sup>	785
7. TELC / Certificate in English <sup>3)</sup>	B2 (at least "good")
8. Trinity Certificates / ISE <sup>4)</sup>	ISE III
9. Language exam Council of Europe level	C1
10. Language exam UNlcert level	II (at least "good")
11. ALTE level <sup>5)</sup>	4

<sup>1)</sup> *Certificate in Advanced English (CAE)*

<sup>2)</sup> *Test of English for International Communication*

<sup>3)</sup> *The European Language Certificates*

<sup>4)</sup> *Integrated Skills in English Examination (ISE)*

<sup>5)</sup> *Association of Language Testers in Europe (ALTE)*

The admission committee may determine that language tests other than those listed above are equivalent.

## Annex 4

The ranking list according to Sec. 6(2) is made by adding the points achieved in each admission criterion.

Criteria	Explanation																																																																								
Overall grade of the final degree examination or the average grade of the previous examinations (according to Sec. 6(2)(1))	<table><tr><th>Grade</th><th>Points</th><th>Grade</th><th>Points</th><th>Grade</th><th>Points</th><th>Grade</th><th>Points</th></tr><tr><td>1,0</td><td>14</td><td>1,8</td><td>12,4</td><td>2,6</td><td>10,3</td><td>3,4</td><td>4,7</td></tr><tr><td>1,1</td><td>13,8</td><td>1,9</td><td>12,2</td><td>2,7</td><td>9,6</td><td>3,5</td><td>4,0</td></tr><tr><td>1,2</td><td>13,6</td><td>2,0</td><td>12,0</td><td>2,8</td><td>8,9</td><td>3,6</td><td>3,3</td></tr><tr><td>1,3</td><td>13,4</td><td>2,1</td><td>11,8</td><td>2,9</td><td>8,2</td><td>3,7</td><td>2,6</td></tr><tr><td>1,4</td><td>13,2</td><td>2,2</td><td>11,6</td><td>3,0</td><td>7,5</td><td>3,8</td><td>1,9</td></tr><tr><td>1,5</td><td>13,0</td><td>2,3</td><td>11,4</td><td>3,1</td><td>6,8</td><td>3,9</td><td>1,2</td></tr><tr><td>1,6</td><td>12,8</td><td>2,4</td><td>11,2</td><td>3,2</td><td>6,1</td><td>4,0</td><td>0,5</td></tr><tr><td>1,7</td><td>12,6</td><td>2,5</td><td>11,0</td><td>3,3</td><td>5,4</td><td></td><td></td></tr></table>	Grade	Points	Grade	Points	Grade	Points	Grade	Points	1,0	14	1,8	12,4	2,6	10,3	3,4	4,7	1,1	13,8	1,9	12,2	2,7	9,6	3,5	4,0	1,2	13,6	2,0	12,0	2,8	8,9	3,6	3,3	1,3	13,4	2,1	11,8	2,9	8,2	3,7	2,6	1,4	13,2	2,2	11,6	3,0	7,5	3,8	1,9	1,5	13,0	2,3	11,4	3,1	6,8	3,9	1,2	1,6	12,8	2,4	11,2	3,2	6,1	4,0	0,5	1,7	12,6	2,5	11,0	3,3	5,4		
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Subject-specific achievements (according to Sec. 6(2)(2))	<p>Achievements coming from the following subject areas can be recognized:</p> <ul style="list-style-type: none"><li>• crop science</li><li>• biobased products and bioenergy</li><li>• biology</li><li>• biochemistry</li><li>• process engineering</li><li>• biotechnology</li><li>• food chemistry</li><li>• physics</li><li>• microeconomics</li><li>• principles of economics</li><li>• corporate finance</li></ul> <p>Only subject-specific achievements with a minimum of 5 ECTS credits each can be recognized. A total of three achievements can be recognized, but a maximum of two per subject area.</p> <p>1 point is awarded for each subject-specific achievement.</p> <p><b>The maximum number of points awarded is 3.</b></p>																																																																								
Vocational training or work experience (according to Sec. 6(2)(3))	<p>Vocational experience is:</p> <ul style="list-style-type: none"><li>• completed vocational training (with no limitation to certain areas);</li><li>• at least 2 years of work in an activity belonging to a profession for which vocational training is required.</li></ul> <p>If documented proof of vocational experience is submitted, the maximum number of points is awarded.</p> <p><b>The maximum number of points awarded is 2.</b></p>																																																																								
Motivational letter (according to Sec. 6(2)(4))	<p>If a motivational letter according to Sec. 6(2)(4) is submitted, the maximum number of points is awarded.</p> <p><b>The maximum number of points awarded is 1.</b></p>																																																																								