

# **Furtwangen University**

## **Regulations for the Admissions Procedure including Aptitude Test for the Technical Physician Master's Programme (Master of Science degree) of 05.06.2013**

On 05.06.2013 the Senate of Furtwangen University (HFU) adopted the following regulations pursuant to section 19 (a) No 10 of the Baden-Württemberg State Higher Education Act (Landeshochschulgesetz) in conjunction with section 58 (5) of the Baden-Württemberg State Higher Education Act in the version of 1 January 2005 (Law Gazette (Gesetzblatt) p. 1 et seq.), section 6a of the Higher Education Admissions Act (Hochschulzulassungsgesetz) of 15 September 2005 (Law Gazette p. 517) and section 3 (1) and section 20 of the State Regulations for the Allocation of Higher Education Places (Hochschulvergabeverordnung) of 13 January 2003 (Law Gazette p. 63), most recently amended on 12.05.2005.

Please note: only the original German version of these Regulations is legally binding.  
(§ = paragraph)

### **Introduction**

The Technical Physician (Master's) degree programme aims to equip students with both application oriented and academic skills. This includes in particular equipping students to be able to continue their studies at doctoral level.

### **§ 1 Start date and application deadline**

- (1) The programme starts once a year in the winter semester.
- (2) The closing date for applications for entry in the winter semester is 15 July of the relevant year.

### **§ 2 Eligibility and admission requirements**

- (1) General requirements  
Candidates who fulfil the following requirements may be admitted to the Technical Physician master's programme:
  - a) A university entrance qualification conferring entitlement to study at a German university.
  - b) An above average first professionally qualifying degree. This should be in the field of engineering or the natural sciences. Admission is possible with a degree in a field other than engineering or the natural sciences, provided the degree is in a field that is closely related in terms of content to the master's programme. For applications with fewer than 210 ECTS credit points, see HFU's Study and Examination Regulations for Master Programmes.

- c) German language proficiency: applicants whose mother tongue is not German must demonstrate that they have a sufficiently good command of German to enable them to follow the course of study (at least level DSH- 2, DaF TDN4, CEFR B 2.2, ALTE level 4 or equivalent).
- (2) Special requirements
- a) Applicants have direct suitability in terms of initial subject knowledge if they are able to demonstrate adequate knowledge in at least three of the following subject areas:
- Medicine
  - Medical technology
  - Extracorporeal circulation/cardiovascular engineering
  - Engineering
  - Biology/biotechnology/chemistry
- Evidence of knowledge may be demonstrated through successful completion of study programmes, modules or appropriate courses and professional experience.
- b) Applicants who have knowledge in fewer than three subject areas may be admitted on condition that they acquire the knowledge in the subject areas they lack in the course of the study programme or during a pre-semester. This may be done by attending appropriate courses or through completion of a complete, individually tailored pre-semester.

### § 3 Application documents/application for admission

Application for a study place is made by completing the special application form. The following documents must be enclosed with the application:

- (1) A certified copy of the applicant's university entrance qualification along with a certified translation into German or English if the original was issued in any language other than German or English.
- (2) A certified copy of the applicant's first professionally qualifying degree along with a certified translation into German or English if the original was issued in any language other than German or English.
- (3) A certified copy of a list of courses taken (grade report, transcript of records etc.). The list of courses taken is issued by the university attended by the applicant and itemises all courses taken during the degree course with the grades obtained. A certified translation into German or English must be enclosed if the original was issued in any language other than German or English.
- (4) Details of personal background in English or German.
- (5) Letter of motivation in English or German. This should be at least one and no more than two typed A4 pages in length.
- (6) Copies of other relevant documents, if available, such as employment references confirming the applicant's particular suitability for the master's programme.
- (7) Foreign and stateless applicants who have a foreign university entrance qualification must, in addition, provide certified evidence of German language proficiency in accordance with § 2 (1).

## **§ 4 Selection committee**

- (1) The Faculty Board decides on the composition of the selection committee and appoints its members. The committee is composed of at least three members. As a member of the selection committee, the Dean of Studies acts as chairperson.

## **§ 5 Determination of suitability by the selection committee**

- (1) The following criteria will be used in determining suitability:
  - a) the grade and type of the university degree referred to in § 2 (1)
  - b) initial subject knowledge in “technical medicine” in accordance with § 2 (2)
  - c) content and quality of the letter of motivation and
  - d) German language proficiency.
- (2) The selection committee referred to in § 4 may draw up guidelines for evidence of knowledge in the subject areas covered by study components and courses taken.

## **§ 6 Criteria for creating a ranking list**

- (1) The following criteria will be assessed for the ranking list:
  - a) credits, particularly the grades of the university degree and the duration of the course of study and how closely related it is in terms of content to the master’s programme.
  - b) content and quality of the letter of motivation and
  - c) professional experience and additional qualifications in the technical physician/technical medicine field.

## **§ 7 Selection process**

- (1) The selection process is conducted on the basis of the application documents submitted by the applicants.
- (2) The selection committee will assign two members of the committee to assess an application. At least one of the evaluators must be a professor in the Faculty.
- (3) Applications and evaluators are allocated randomly. Any conflict of interest in relation to an application must be notified to the chairperson without delay so that affected applicants can be allocated to another evaluator.
- (4) In respect of the criteria referred to in §§ 5 and 6, both evaluators will jointly draw up a written assessment for each individual application. In respect of the criteria referred to in § 5, they will determine whether the applicant’s suitability has been demonstrated or whether admission on condition is possible. In respect of the criteria referred to in § 6, a graded evaluation will be given. If the two evaluators do not agree on the scoring of the criteria referred to in § 5 or § 6, the entire selection committee will decide by majority vote.

- (5) A ranking list of suitable applications and applications that are suitable subject to conditions will be drawn up on the basis of the graded evaluation awarded by the evaluators or the selection committee. Applicants are admitted according to their position on the ranking list subject to the relevant maximum intake.

## **§ 8 Entry into effect; publication**

These regulations will apply for the first time for the process of allocating study places for the 2013/2014 winter semester. They come into effect on the date of their publication.

Furtwangen, 05.06.2013

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Rector