



# *Hochschule Aalen*

## **Statutes of Aalen University of Applied Sciences for the selection procedure in the Master's degree programme Leadership in Industrial Sales and Technology (consecutive) with academic final examination (Master of Engineering)**

**From 26 July 2018**

### **Reading version 15 July 2021**

On the basis of § 59 and § 30 in conjunction with § 29 para. 2 sentences 3 and 4 of the Law on Universities in Baden-Württemberg (Landeshochschulgesetz - LHG) in the version of 1 January 2005 (GBl. p. 1), last amended by Article 1 of the Law of 1 April 2014 (GBl. p. 99) in the version from 9 April 2014, as well as of §§ 3 para. 1 sentence 3, 20 of the Hochschulvergabeverordnung (HVVO) in the version from 13 January 2003 (GBl. p. 63), amended by ordinance from 12 May 2005, the Senate of Aalen University has decided on 8 February 2017 on the following statutes. By order of 1 March 2017, the Rector approved these statutes.

On December 3, 2014, the Senate of Aalen University passed the 1st amendment to this selection statute. By order of 25 February 2015, the Rector approved this amendment.

On 8 February 2017, the Senate of Aalen University passed the 2nd amendment to this selection statute. By order of 1 March 2017, the Rector approved this amendment.

On 4 July 2018, the Senate of Aalen University passed the 3rd amendment to this selection statute. By order of 26 July 2018, the Rector approved this amendment.

On April 3, 2019, the Senate of Aalen University passed the 4th amendment to this selection statute. By order of 18 April 2019, the Rector has approved this amendment.

On 16 June 2021, the Senate of Aalen University passed the 5th amendment to this selection statute. By order of 15 July 2021, the Rector approved this amendment.

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## § 1 Scope of application

- (1) <sup>1</sup>The general regulations for the selection procedure and admission to the Master's program "Leadership in Industrial Sales and Technology (ZUL-IST)" are governed by the regulations of the general admission statutes "ZUL\_RAHMEN\_MA" as amended.
- (2) <sup>1</sup>The following special regulations apply to the selection procedure and admission to the Master's programme "Leadership in Industrial Sales and Technology" in the first and higher semesters in accordance with § 6 Para. 4 HZG as well as to the application procedure in accordance with § 8 HZG.

## § 2 Form of the application

- (1) <sup>1</sup>The general regulations on the form of the application are laid down in § 4 of the framework statutes "ZUL-RAHMEN\_MA".
- (2) <sup>1</sup>The application for the Leadership in Industrial Sales and Technology program must be accompanied by the following documents:
  - a. The certificate of a professionally qualifying university degree according to § 4 Abs.1
  - b. <sup>1</sup>Proof of any relevant work experience, a period of study abroad, or voluntary work after the first professional bachelor's or diploma degree,
  - c. <sup>1</sup>ggf. GMAT test
  - d. <sup>1</sup>A description of your career to date (max. three pages),
  - e. <sup>1</sup>Proof of language qualification according to § 3 par. 1-3,
  - f. <sup>1</sup>Certificate of higher education entrance qualification (e.g. Abitur, Fachhochschulreife, ...).
- (3) <sup>1</sup>If the documents enclosed with the application are not issued in German or English, a German or English translation must also be enclosed.
- (4) <sup>1</sup>The higher education institution may require that the documents on which the admission decision is based be submitted in the original at the time of enrolment.
- (5) <sup>1</sup>The following documents must be submitted to Aalen University by the end of the enrolment period specified in the notification of admission:
  - a. Acceptance section of the application for admission or other declaration of acceptance,
  - b. Signed enrollment application with declaration of enrollment,
  - c. Notice from the health insurance company,
  - d. Passport photo,
  - e. Proof of payment of the contribution for the Studentenwerk and other fees and charges that are due in connection with the studies (§ 60 Abs. 2 Nr. 8 LHG)
- (6) <sup>1</sup>The Admissions Office at Aalen University may request further documents.

## § 3 Language certificates

- (1) <sup>1</sup>Language certificates for German applicants/qualifications in English
  - a. <sup>1</sup>German applicants must present proof of their English language qualification, e.g. the TOEFL IBT test with a minimum score of 87 points, TOEFL ITP with 567 points or the TOEIC L&R test with a minimum score of 785 points (internationally recognised certificate with the level of GER B2).

- b. <sup>1</sup>In the case of other submitted language certificates (e.g. Cambridge, IELTS, equivalent English-language Bachelor lectures, etc.) or assessments, the selection committee decides on their equivalence in consultation with the Language Centre of Aalen University.
- (2) <sup>1</sup>Rules for foreign applicants:
- a. <sup>1</sup>Applicants whose native language is not German or English must provide proof of the required German and English language skills with their application.
1. German language certificate:  
<sup>1</sup>The proof is provided by the German Language Examination for University Admission (DSH) with at least the result of DSH-2, TestDaF with 14 points (each skill at least 3 points), Goethe Zertifikat B2 or TELC Deutsch B2 and B2 + Beruf.
  2. English language certificate:  
<sup>1</sup>Proof is provided by e.g. the TOEFL IBT test with a minimum score of 72 points, TOEFL ITP with 543 points or the TOEIC L&R test with a minimum score of 785 points (internationally recognised certificate with the CEFR B2 level). <sup>2</sup>In the case of other submitted language certificates (e.g. Cambridge, IELTS, equivalent English-language Bachelor lectures, etc.) or assessments, the selection committee decides on their equivalence in consultation with the Language Centre of Aalen University.
- (3) <sup>1</sup>In the case of language certificates in accordance with § 3 Para. 1 and Para. 2, a different deadline may be set for the proof of language certificate in particularly justified cases. <sup>2</sup>The proof must, however, be submitted at the latest by the start of lectures in the degree programme.

## § 4 Selection criteria

- (1) <sup>1</sup>The study places to be awarded after deduction of the preliminary quotas (hardship quota and local commitment) are awarded after formation of a ranking list on the basis of the following selection criteria:
- a. Graduation:
1. <sup>1</sup>Completed studies with at least seven semesters of regular study time (diploma or bachelor's degree or equivalent) in the field of mathematics, computer science, natural sciences or technology (MINT - Sciences, Technology, Engineering or Mathematics STEM) or in economics with at least a grade of 2.5 and at least 210 ECTS credit points (CP) and proof of university-equivalent previous knowledge in the MINT field or related fields to the extent of at least 45 ECTS credit points or comparable achievements. In case of doubt, the selection committee decides.
  - b. <sup>1</sup>Applicants with a university degree in accordance with subsection 1 letter a. No. 1 or No. 2 with less than 210 ECTS credits but at least 180 ECTS credits shall only be admitted on condition that they acquire the difference up to the required 210 ECTS credits during the Master's programme. <sup>2</sup>The selection committee shall decide in which form (combination of subjects, practical semester) the additional performance is to be achieved. <sup>3</sup>In this case, the study programme is usually extended by one semester.
  - c. <sup>1</sup>The evaluation of foreign degrees is based on the recommendations of the Central Office for Foreign Education (ZAB). <sup>2</sup>Degree obtained at recognised foreign higher education institutions in accordance with the ZAB criteria shall be deemed to be equivalent to a higher education degree qualifying for a profession in accordance with § 4, Para. 2, No. 5.
  - d. <sup>1</sup>Other achievements after the bachelor's or diploma degree:

- a. a professional or other practical activity relevant to the course of study.
  - b. subject-specific working student activity,
  - c. GMAT test,
  - d. a subject-specific professional stay abroad (consideration of the duration until the start of lectures for the degree programme),
  - e. a voluntary specialist activity of at least 3 months duration.
- e. if applicable, language certificates in accordance with § 3 of these statutes.

## § 5 Drawing up the ranking list for the selection decision

- (1) <sup>1</sup>The ranking list for the selection decision shall be drawn up on the basis of:
  - a. the average grade of a professionally qualifying university degree or an equivalent degree according to § 4 para. 1 letter a,
  - b. Working student activity of at least 3 months - 0.1
  - c. GMAT (600 points or higher = 0.1 bonus),
  - d. a subject-specific professional stay abroad (taking into account the duration until the start of lectures) of at least 3 months - 0.1
  - e. an honorary specialist activity of at least 3 months duration - 0.1.
- (2) other achievements according to § 4 para. 1 letter d nos. 1-5 can improve the average grade of the university degree (§ 4 para. 1a) by a maximum of 0.6 (in 0.1 steps) in total points.
- (3) <sup>1</sup>On the basis of the grade determined according to Para. 1, a ranking list shall be drawn up among all applicants. <sup>2</sup>For the formation of the ranking, the bonus determined according to Para. 1 is subtracted from the average grade of the professionally qualifying Bachelor's degree. <sup>3</sup>The ranking is determined by the improved average grade.
- (4) <sup>1</sup>All activities must be documented in order to be credited.

## § 6 Entry into force

<sup>1</sup>These Statutes shall enter into force on the day following their public announcement. It applies for the first time for the winter semester 2013/14.

Aalen, 15 July 2021

Gez.

Prof. Dr. Gerhard Schneider

Rector