

Translation (as of June 01 2016)

The present English translation of the official document "Satzung über die Ausgestaltung des Zulassungsverfahrens zu Masterstudiengängen an der Ruhr-Universität Bochum" is not legally binding and serves for information purposes only.

Statute on the organisation of the admission procedure for the master's programme Biodiversity

§ 1 Admission and selection process

(1) If the number of candidates exceeds the total number of available places to study, the selection will be based on the overall grade of the first job-qualifying degree and on the grade of a selection interview.

(2) At the time of the application (July 15), the information required under the examination regulations, the language certificates and a certificate for the first job-qualifying degree or a transcript of records with a preliminary total score of at least the grades of the first five semesters (equivalent to 150 ECTS credit points) must be submitted. The required language certificates can be handed in later, but before July 21. If the certificate or an updated transcript of records with the preliminary final grade is on hand until then, it can also be submitted before July 21. If no final grade is certain by July 21, the provisional overall grade for the most recently handed in transcript of records will be included in the selection process.

(3) **International applicants** from outside the European Union must submit a certificate of their first job-qualifying degree and according to the examination regulations, language proficiency certificates must be submitted by July 15.

(4) The places of study are allocated in the order of specific grades, the so-called "Vergabenoten", to candidates who meet the entry requirements. 51% of the "Vergabenote" is the overall grade for the first job-qualifying degree (usually a Bachelor of Science degree in biology) or the provisional overall grade in accordance with paragraph 2, and 49% of the "Vergabenote" is the grade for the selection interview.

(5) If there are sufficient places of study for all applicants, no interviews will be conducted.

(6) Applicants who previously applied for a place in the Master's programme Biodiversität/Biodiversity, may use an earlier achieved grade for the interview.

(7) In the case of equal "Vergabenoten" the places to study are allocated by lot.

§ 2 Selection interview

(1) The applicant's suitability for the Master's programme in Biodiversität/Biodiversity will be determined in the interview. The student's motivation, independence and professional competence will be evaluated. The following principles are valid for the implementation of the interview:

(2) The selection interview for the winter semester at the Ruhr-University Bochum and the University of Duisburg-Essen is usually carried out not later than September 15. The exact dates and locations of the interviews are usually announced two weeks prior to the appointment by the Faculty of Biology and Biotechnology at the Ruhr-University Bochum and the Faculty of Biology at the University of Duisburg-Essen. The candidates will be invited in advance by the Faculty of Biology and Biotechnology (RUB) and Faculty of Biology (UDE).

- (3) A selection committee will hold an interview of approximately 20 minutes with each candidate.
- (4) The interviewee must keep log of the essential questions and answers in the interview. This log must be signed by the members of the selection commission. The date, commission members' names, duration, name of the candidate, and the evaluation from the interview must be documented.
- (5) The interview criteria will be graded with as very good (1.0), good (2.0) satisfying (3.0), fair (4.0) or fail (5.0) and without the generation of intermediate values. The overall grade is calculated as the arithmetic mean of the individual grades. The selection interview is passed if the overall grade is sufficient (at least 4.0). The result will be communicated to the applicant after the interview.
- (6) A cancellation of the interview is possible up to one day before the interview. In this case, the candidate is out of the current selection process. If the applicant does not appear for the interview without a good cause, it will be rated with a score of 5.0, and the applicant will be excluded from further proceedings.
- (7) If there is an important reason for the non-attendance and this reason is proven no later than two work days after the interview, the applicant is eligible to take attend the earliest possible interview date in the current selection process or in the next possible selection process. In case of illness a medical certificate must be submitted.
- (8) If the candidate attempts to influence the result of the interview by cheating or using non-authorized auxiliaries, the selection interview will be evaluated with a grade of 5.0 and the applicant will be excluded from further proceedings.

§ 3 Selection Commission

- (1) To carry out the selection process, the Faculty of Biology and Biotechnology (RUB) and the Faculty of Biology (UDE) will form at least one selection committee. The selection committees consist of at least one professor who was appointed as an examiner in accordance with the examination regulations for the Master's programme in Biodiversität/Biodiversity at the Ruhr-University Bochum and the University of Duisburg-Essen and who is a member of the Faculty of Biology and Biotechnology (RUB) or the Faculty of Biology (UDE), and an assessor who has earned at least a master's degree in biology or in an equivalent subject.
- (2) The selection committees carry out the interviews and report their experience to the coordination and planning commission of the master's programme Biodiversität/Biodiversity after the conclusion of the selection process. They submit proposals for the further development of the selection process.