

This is a courtesy translation: The sole legally binding document is the original *Zulassungsordnung der Albert-Ludwigs-Universität für den Studiengang Master of Science Informatik/Computer Science*, passed by the university senate on 30th March 2022.

Albert Ludwigs University Admission Regulations for the Master of Science Informatik/Computer Science Program

(...)

1. Start of the Program

The Master of Science in Informatik/Computer Science program can be started in the winter and summer semester. Applications for admission to the program in the winter semester must be submitted in electronic form to the Albert Ludwigs University by non-EU nationals by 31st May by EU nationals by 15th July. Applications for admission to the program in the summer semester must be submitted to the Albert Ludwigs University by non-EU nationals by 15th December by EU nationals by 15th January.

2. Admission Criteria

(1) Admission to the Master of Science in Informatik/Computer Science will be offered to those who

1. have gained an undergraduate degree with an average mark of at least 2.9 from a German university in a bachelor's program in computer science or in a comparable program of at least 3 years from a German or foreign university, which fulfills the requirements for the specified qualifications set out in paragraph 2,
2. have either a command of the German language which is equivalent to at least level C1 of the Common European Reference Framework for Languages and a command of the English language which is equivalent to at least level B2 of the Common European Reference Framework for Languages, or, have a command of the English language which is equivalent to at least level C1 of the Common European Reference Framework for Languages.

The grades of foreign educational certificates must be converted into the German grading system.

(2) The applicant must provide evidence that s/he has obtained during the course of her/his undergraduate degree (section 2 paragraph 1 clause 1) at least 120 ECTS points through academic achievements in the field of computer science as well as in the field of mathematics and theoretical computer science, while having obtained at least 40 ECTS points in each of these two fields.

(3) If an applicant does not completely fulfill the requirements stated in paragraph 2, the admissions committee can define which modules from the fields of mathematics and computer science of the Bachelor of Science in Computer Science program at the Albert Ludwigs University, or which equivalent bridging courses in English, with a maximum total amount of 30 ECTS points s/he has to complete in the first and second semester. The respective examinations have to be passed at latest at the end of the second semester. Failed examinations can only be repeated once and have to be repeated at the next possible examination date.

3. Application

(1) To apply for a study place, registration via the web portal of the Albert Ludwigs University is required. The application for admission and the documents mentioned in paragraph 3 must be uploaded via the web portal of the Albert Ludwig University within the deadline according to section 1. The application for admission must be accompanied by the following documents:

1. an officially certified copy of the undergraduate university degree certificate in accordance with section 2, paragraph 1, clause 1, number 1,

2. an officially certified copy of a comprehensive overview of all academic achievements of the undergraduate university degree in accordance with section 2 paragraph 1 clause 1 number 1 (Transcript of Records),
3. an officially certified copy of appropriate evidence of sufficient language knowledge in accordance with section 2 paragraph 1 clause 2,

As evidence of sufficient knowledge of the German language (section 2, paragraph 1, clause 2) a German general or specialist university entrance qualification certificate is valid. If the required documents in accordance with section 3, paragraph 1, numbers 1 to 3 are not in German, English or French, an officially certified translation in German or English is necessary.

(2) If an applicant has completed an undergraduate university degree but cannot provide a copy of the certificate of her/his completed program (section 2, paragraph 1, clause 1) by the deadline for application in accordance with section 1 clause 2, it is sufficient for the application for admission to present a confirmation from the university that the program has been completed and with what final grade, and a transcript of records with details of individual marks and ECTS points awarded. The officially certified copy of the undergraduate degree certificate must be submitted to the Admissions Committee promptly, in any event at the latest upon matriculation.

(3) If an applicant has not yet completed an undergraduate university degree at the time of the application deadline in accordance with section 1 clause 2, s/he must provide a certificate from the university that s/he is expected to fulfill the admission requirements in accordance with section 2 paragraph 1, clause 1, setting out her/his achievements so far achieved (including marks and ECTS points awarded) as well as a confirmation from the University about the mark of the final thesis or, alternatively, of the successful submission, or at least the registration for the final thesis, or about the expected date of completion of studies. In this case admission is based on the condition that the successful completion of the degree in accordance with section 2, paragraph 1, clause 1, will be submitted to the Admissions Committee promptly, in any event at the latest upon matriculation.

(4) The Albert Ludwigs University may require that the certificates and proofs on which the admission decision is based be presented at the time of enrollment, either as originals or as certified copies.

4. Admissions Committee and Procedure

(1) The Faculty of Engineering sets up an Admissions Committee. The Admissions Committee fulfills its allocated tasks in accordance with these Admission Regulations. It is in particular responsible for decisions taken in the context of the admission process.

(2) The Admissions Committee consists of five university professors of the Department of Computer Science. One of these professors may be replaced by an adjunct professor or a private lecturer who is primarily employed at the Department of Computer Science. Members of the Admissions Committee are appointed for two years; re-appointment is permitted. The chairperson of the Admissions Committee is appointed by the Faculty of Engineering. Decisions of the Admissions Committee will be taken by simple majority; in the event of a voting tie the chairperson has a casting vote. Members of the Faculty Council have the right to be present at the proceedings of the Admissions Committee; they do not, however, have a right to vote or speak.

(3) Only applicants who have applied for a seat in the program in due form and time will take part in the admission procedure. The Student Service Center issues the letters of acceptance, based on the decisions of the Admissions Committee. If admission is denied, the Admissions Committee issues the letter of rejection stating reasons and explaining the appeal procedure.

4) The Admissions Committee will report to the Faculty of Engineering on the development of student numbers and makes suggestions for the further development of the admission regulations.

5. Commencement

This admission regulation takes effect on 1st April 2022. It first applies to the admissions process for the winter semester 2022/2023. (...)