

**This is a courtesy translation:** The sole legally binding document is the original *Zulassungsordnung der Albert-Ludwigs-Universität für den Studiengang Master of Science Embedded Systems Engineering*, passed by the university senate on 25<sup>th</sup> March 2015.

## **Albert Ludwigs University Admission Regulations for the Master of Science Embedded Systems Engineering Science Program**

At its meeting of the 25th March 2015 the Senate of the Albert Ludwigs University, on grounds of section 59 paragraph 1 clauses 1 and 2 and section 63, paragraph 2 in connection with section 19 paragraph 1 clause 2 number 10 of the law on Baden Württemberg Higher Education Institutions (Landeshochschulgesetz – LHG) of 1st January 2005 (GBl. page 1), last amended on 1<sup>st</sup> April, 2014 (GBl page 99), adopted the following statute.

### **1. Start of the Program**

The Master of Science in Embedded Systems Engineering program can be started in the winter and summer semester. Applications for admission to the program in the winter semester must be submitted to the Albert Ludwigs University by non-EU nationals by 15<sup>th</sup> May by EU nationals by 15<sup>th</sup> July. Applications for admission to the program in the summer semester must be submitted to the Albert Ludwigs University by non-EU nationals by 15<sup>th</sup> December by EU nationals by 15<sup>th</sup> January.

### **2. Admission Criteria**

- (1) Admission to the Master of Science in Embedded Systems Engineering 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 Embedded Systems Engineering 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 at least 110 ECTS points during the course of her/his undergraduate degree (section 2 paragraph 1 clause 1), through academic achievements in the field of foundations of mathematics, foundations of computer science, foundations of electrical engineering, foundations of microsystems engineering and foundations of embedded systems. At least 26 of these 110 ECTS points must have been obtained in foundations of computer science, at least 20 ECTS points in mathematics and 20 ECTS points in physics and electrical engineering combined and at least 10 ECTS points in microsystems engineering. The Admissions Committee shall decide on the granting of exceptions pertaining to the criteria stated in clauses 1 and 2.

(3) If an applicant does not fulfill the requirements stated in paragraph 2 clauses 1 and 2, the Admissions Committee can define which additional modules or courses from the range of courses offered by the Faculty of Engineering or by the Faculty of Mathematics and Physics, 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) The application for admission must be submitted on the application form specified by the Albert Ludwigs University for admission to the Master of Science Embedded Systems Engineering program. The application form must be completed in full and signed. 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
4. a tabular format CV in German or English.

As evidence of sufficient knowledge of German at C1 level and English at B2 level (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. 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 application documents required as specified under paragraph 1 must be submitted within the deadline (section 1 clause 2) to the Admissions Committee for the Master of Science program Embedded Systems Engineering (postal address: Technische Fakultät, Albert-Ludwigs-Universität, Georges-Köhler-Allee 101, 79110 Freiburg).

(5) Originals of the certificates and proofs set out in paragraph 1, clause 3 numbers 1 to 3 must be submitted upon request by the Admissions Committee.

#### **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 four university professors of the Department of the Faculty of Engineering, two of them from the Department of Computer Science and two from the Department of Microsystems Engineering. One of the professors from each department may be replaced by an adjunct professor or a private lecturer who is primarily employed at the respective department. 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 Registrar's Office, respectively the International Admissions and Services department, 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) In all other respects, the provisions of the Admission and Matriculation Regulations of the Albert Ludwigs University that generally apply to the admission procedure remain unaffected.

(5) 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 2015. It first applies to the admissions process for the winter semester 2015/2016. At the same time the admission regulation for the Master of Science Embedded Systems Engineering program of 3<sup>rd</sup> July 2012 (Official Proclamations vol. 43, no. 82, pp.303 - 305) ceases to be effective.