

**Statutes
of the Hochschule für Wirtschaft und Umwelt Nürtingen-Geislingen (HfWU)
Outlining the University's Selection Procedure and Regulations for Admission
in the Master Degree Program in International Management**

22 July 2020

Based on section 63 (2) and section 59 (1) of the Law for Universities in Baden-Württemberg (Landeshochschulgesetz, LHG) dated 01 April 2014 (Law Gazette (GBl.) page 99) and section 20 of the HVVO (Act on the Awarding of University Places of the State of Baden-Württemberg) dated 13 January 2003 (Law Gazette (GBl.) page 63) last amended in section 14 of the third law on the amendment of university regulations (University Law Amendment Act, 3rd HRÄG) dated 01 April 2014 (Law Gazette (GBl.) page 99)), the Senate of the Hochschule für Wirtschaft und Umwelt Nürtingen-Geislingen passed the following statutes on 14 July 2020 by written consent.

Section 1 Admission and Number of Admissions

- (1) First-year students are admitted twice a year, at the beginning of the winter and summer semester respectively.
- (2) The number of first-year admissions is regulated by the Act of the Ministry of Science Baden-Württemberg which in its currently valid version determines the number of admissions at Universities of Applied Sciences (ZZVO-HAW).

Section 2 Application Deadline

Applications for admission for the winter semester must have been received at HfWU before 15 June and for the summer semester before 15 November of the previous year (cut-off period).

Section 3 Admission Criteria

Applicants who meet the following requirements may be admitted on the Master Degree Program in International Management:

1. Proof of having successfully completed a degree program at a German University or Berufsakademie/Duale Hochschule or an equivalent degree from a foreign institute of higher education.
In Bachelor Degrees with less than 210 ECTS, the Admissions Committee will check if the required qualifications are met in accordance with the admission requirements.
2. Proof of proficiency in English
 - Test of English as a Foreign Language -TOEFL- with at least 500 points (paper based) or 173 points (computer based) or 61 points (internet based),
 - International English Language Testing System Academic – IELTS with an overall band score of at least 5.5,
 - Cambridge English: Business Vantage - BEC Vantage,
 - Cambridge English: First – FCE
 - Cambridge English: Advanced - CAE,
 - Cambridge English: Proficiency - CPE,
 - Advanced Placement International English Language Exam (APIEL) with a result of at least 4,

- Test of English for International Communication (TOEIC) with at least 785 points,
 - Having completed a first degree program that was taught in English or
 - Having completed a first degree program with a major in English
 - Language certificate confirming B2 level according to the “Common European Framework of Reference for Languages”
 - Proof of proficiency in English need not be provided if applicants submit a GMAT with a result of at least 500 points or if applicants are from countries where English is an official language or if applicants are native English speakers.
 - If no proof of proficiency in English has been submitted by the end of the application deadline, a test of the applicant’s command of English can be carried out at the university. This internal English test is similar to the Cambridge English Test.
3. Proof of proficiency in German at level A1:
- Deutsche Sprachprüfung für den Hochschulzugang ausländischer Studienbewerber/-innen - DSH - Bescheinigung-,
 - Test Deutsch als Fremdsprache -TestDaF-,
 - Equivalent proof as agreed (and amended) by the The Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany
 - Having completed a first degree program that was taught in German or
 - Having completed a first degree program with a major in German

Section 4 Admissions Committee

The selection procedure is carried out by an Admissions Committee consisting of the Dean of Studies (Studiendekan) plus a further full-time professor or a staff member of HfWU. The Admissions Committee is responsible for following the correct selection procedure in accordance with section 7 and will compile the ranking list accordingly and pass it on to the management of HfWU for a decision on admission. The Rector makes the final decision of admission based on the recommendations of the Admissions Committee.

Section 5 Selection Procedure

- (1) Places on the program are allocated following the result of a selection procedure during which a ranking list is compiled.
- (2) Allocation of a place will be determined by the following selection criteria:
 - 1) The average grade of the completed first degree program accounts for 40 % and
 - 2) The result of the entrance interview according to section 6 accounts for 60 %.

Section 6 Entrance Interview

- (1) A maximum of 60 applicants are allowed to take part in the entrance interview. Invitation is based on a ranking list determined by the final grade of the first degree program.
- (2) During the interview (appr. 15 minutes), applicants are required to demonstrate their basic understanding of the subject as well as their work experience and their motivation for this program. A maximum of 30 points may be awarded for the basic understanding of the subject, a maximum of 50 points for work experience and a maximum of 20 points for motivation. The Admissions Committee may decide to carry out the interview by telephone (telephone interview, video interview etc.).
- (3) A GMAT with a result of at least 500 points will substitute the three parts of the entrance interview as follows:
 - Basic understanding of the subject with 25 points
 - Motivation for the program with 20 points

- (4) Points for work experience are awarded on the basis of any relevant documentation that has been submitted. A maximum of 50 points may be awarded.

Section 7 Compiling a Ranking List for Decisions of Admission

- (1) Based on the criteria outlined in section 4 (2), Nos. 1 and 2, the place on the ranking list is determined as follows:

The average grade of the completed first degree program will be converted into points according to appendix 1 of these statutes and added to the points achieved during the interview (section 6).

Based on the overall points achieved, a ranking list will be compiled which forms the basis of the decision on admission. Only applicants with a minimum of 75 points can be included in the ranking list.

- (2) In the case of equal ranking, ranking will be determined according to section 16 of the HVVO (Act on the Awarding of University Places of the State of Baden-Württemberg).

Section 8 No Show or Discontinuation of the Interview

An entrance interview will be rated with 0 points if the applicant does not show up for interview at the agreed time or if he/she decides to discontinue the interview after it has begun.

Section 9 Commencement

These statutes will come into effect on the day after they have been published. They will regulate the admissions process from Summer Semester 2021 on. Concurrently, the statutes of the Hochschule für Wirtschaft und Umwelt Nürtingen-Geislingen (HfWU) outlining the Regulations for Admission and the Selection Procedure in the Master Degree Program in International Management dated 31 October 2018 will no longer be applicable.

Nürtingen, 22 July 2020

Professor Dr. Andreas Frey
Rector

Please note: The English translation serves informational purposes only. Only the German text published in the Rector's Office is legally binding. In the event of any conflict between the English and German text, its structure, meaning or interpretation, the German text, its structure, meaning or interpretation shall prevail.

Appendix 1

Conversion Table for the Average Grade of the Completed First Degree Program

(according to the standard HfWU grading table which has been approved by the central examinations board)

| Average Grade | Points |
|----------------------|---------------|
| 1.0 | 100 |
| 1.1 | 98 |
| 1.2 | 96 |
| 1.3 | 94 |
| 1.4 | 92 |
| 1.5 | 90 |
| 1.6 | 88 |
| 1.7 | 86 |
| 1.8 | 84 |
| 1.9 | 82 |
| 2.0 | 80 |
| 2.1 | 78 |
| 2.2 | 76 |
| 2.3 | 74 |
| 2.4 | 72 |
| 2.5 | 70 |
| 2.6 | 68 |
| 2.7 | 66 |
| 2.8 | 64 |
| 2.9 | 62 |
| 3.0 | 60 |
| 3.1 | 58 |
| 3.2 | 56 |
| 3.3 | 54 |
| 3.4 | 52 |
| 3.5 | 50 |
| 3.6 | 8 |
| 3.7 | 6 |
| 3.8 | 4 |
| 3.9 | 2 |
| 4.0 | 0 |