

**Statutes Governing Aptitude Assessment for the
International Programme of Study Global Change
Ecology (M.Sc.)
in the Elite Network of Bavaria (ENB)
at the University of Bayreuth
(Aptitude Assessment Statutes GCE)**

dated 10 October 2006

Article 13 para 1 sentence 2 item 2 in conjunction with Article 43 para 5 sentence 2 of the Bavarian Higher Education Act (*BayHSchG*) forms the framework for the following statutes issued by the University of Bayreuth. *)

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*) Any gender-specific language used in these regulations applies to both men and women. Changes will not be made to the wording of the individual regulations.

§ 1

Purpose of the statutes

¹ The objective of the programme of study Global Change Ecology is to educate graduates up to the degree Master of Science (M.Sc.), putting them in a position to develop strategies of dealing with predicted global changes. ² Only students who have a genuine interest in ecological and social questions, an excellent relevant educational background, good verbal skills (also in English) and the required ability to reflect and argue are suited for the programme. ³ Qualifying for the programme of study Global Change Ecology requires a qualification as described in Article 43 para 1 BayHSchG and evidence of suitability as given in the following provisions. ⁴ The objective of the competitive selection process is to find well-suited, qualified, hard-working, and especially talented students for the programme of study Global Change Ecology.

§ 2

Committee for conducting the aptitude assessment process

¹ A committee is responsible for preparing and conducting the aptitude assessment process. ² The committee is made up of at least three university lecturers who are appointed by the University Governing Board. ³ At least one additional university lecturer is to be appointed as a substitute. ⁴ The board may include additional persons principally employed as academic staff members who are authorized to administer examinations. ⁵ In this connection, the university lecturers must represent the majority in the committee. ⁶ The committee elects a chair who is a university lecturer from among its members. ⁷ The course of business is governed by Article 41 BayHSchG.

§ 3

Process for determining aptitude

- (1) In the process for determining aptitude, the applicant should demonstrate that he or she is suited for the programme of study Global Change Ecology in the Elite Network of Bavaria.
- (2) The aptitude assessment process is to be administered once every year, in the summer semester.
- (3) Applications for admission to the aptitude assessment process are to be submitted on the relevant forms issued by the University of Bayreuth by 15 July (for the aptitude

assessment process in Summer Semester 2006 apply by 15 September) to the Dean of the Faculty of Biology, Chemistry & Earth Sciences (deadline).

(4) The application must include:

- a certified copy of one's higher education qualification;
- CV containing a passport-size photo;
- a detailed statement of specific abilities and talent that make the applicant especially well-suited for the programme of study;
- Confirmation of all coursework completed to date with the individual grades (e.g. detailed bachelor's certificate or preliminary certificate or status of the examination elements that were completed successfully, of the credits earned, and the assessments up to the time of registration);
- Evidence of any stays abroad, internships, and foreign language courses;
- The names and addresses of two relevant professors who can provide information on the candidate.

§ 4

Admission to the aptitude assessment process and preselection

(1) Admission to the assessment process requires that the documents listed in § 3 para 4 be submitted on time, in full, and in the required form.

(2) A preselection process is to be carried out.

(3) ¹The preselection process is to be conducted on the basis of the following criteria:

1. The average grade of the higher education entrance qualification (weighting: x 1);
2. The grade for the bachelor's examination or an equivalent final examination (weighting: x 2). In exceptional cases (e.g. if the bachelor's examination has not yet been completed), the committee is to make a decision concerning recognition and weighting of the preliminary certificate or preliminary assessments.
3. The written statement mentioned in § 3 para 4 is evaluated on a grading scale of 1 to 5 (1 = very good, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = unsatisfactory; weighting: x 1); the assessment is based on the extent to which a genuine interest in ecological and social questions along with good language skills are present.

²A value given to one decimal place (not rounded) is calculated by taking the sum of the higher education entrance qualification (weighting: x1), the grade for the bachelor's examination (weighting: x2), and the written statement (weighting: x1).

§ 5

Exclusion of unqualified candidates

- (1) ¹Applicants who receive more than 10.0 points or who do not belong to the top 40 applicants are not to be involved in the remainder of the process under the terms of § 6. ²Specific conversion factors may be applied for foreign applicants.
- (2) Applicant who will not be involved in the remainder of the process under the terms of para 1 or § 4 para 1 are to receive written notice.

§ 6

Scope and content of the aptitude assessment process

- (1) ¹The aptitude assessment process includes an interview that is 30 minutes in duration. ²In this interview, the applicants should be questioned about the content of the written statement and relevant educational background; it should be determined whether the applicants have a genuine interest in ecological and social questions and have the ability to reflect and argue as required in the programme of study. ³In this connection, verbal ability in the English language should be considered as well. ⁴The interview is not public and is conducted with only one applicant at a time. ⁵The oral interview is to be evaluated on a grading scale of 1 to 5 (1 = very good, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = unsatisfactory). ⁶The interview is to be conducted by two members of the committee. ⁷If the grades diverge, the average is to be taken to one decimal place. ⁸A written record of the interview is to be made for the interview including details about the participants, time, location, duration, topics discussed, and evaluation as described in § 7. ⁹The examination record sheet is to be signed by both committee members. ¹⁰The applicant is to be informed of the date and time of the interview at least one week in advance.
- (2) ¹Anyone who fails to appear on the date and time announced will be denied admission. ²Persons who immediately provide suitable documents to demonstrate that they were not responsible for non-appearance are, upon request, admitted to the aptitude assessment process in the following year with credit for the preselection. ³As an exception, the committee for conducting the aptitude assessment process may schedule a new time that same year for applicants who were not responsible for non-appearance, as long as this is possible to organize in time for the start of the winter semester.

§ 7

Assessment in the aptitude assessment process

The aptitude assessment process is considered passed if the interview described in § 6 para 2 is graded "very good" (1,0).

§ 8

Determining and announcing results

- (1) ¹ A record sheet of the course of the process is to be completed and must include the date and location, the names of the committee members, the names of the applicants, and the committee's decision as given in § 7. ²The record sheet is to be signed by the chair of the committee.
- (2) The decision concerning the applicant's aptitude is to be made by the University Governing Board on the basis of results determined in accordance with § 7.
- (3) ¹ Following the University Governing Board's decision, the committee shall inform the applicants of the results of the process without delay. ²Notices of denial are to include a rationale and information concerning legal remedies available.

§ 9

Repeating the process

¹ Applicants who were not personally involved in the aptitude assessment process in accordance with § 5 para 1 or who did not pass the aptitude assessment process in accordance with § 7 can take part in the process again at the scheduled time in the following year. ²An additional repetition is not permissible.

§ 10

Effective date

¹ These statutes shall take effect on the day following their publication. ² They apply to students who started their studies in Winter Semester 2006/2007.