

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

University of Hohenheim Admission Regulations for the Master's Degree Programs

- **Agricultural Sciences: Agricultural Economics**
- **Agricultural Sciences in the Tropics and Subtropics**
- **Crop Sciences**
- **Environmental Protection and Agricultural Food Production**
- **Environmental Science – Soil, Water and Biodiversity**
- **Landscape Ecology**
- **Organic Agriculture and Food Systems**

From 17 November 2022

On 09 November 2022, the University of Hohenheim Senate passed the following regulations on the basis of Sec. 63(2), Sec. 60(2), Sec. 59(1), Sec. 19(1) sentence 2 no. 10 of the State Higher Education Act (Landeshochschulgesetz, LHG) from 1 January 2005 (Law Gazette, GBl. p. 1), last amended by Article 1 of the Act from 26 October 2021 (GBl. p. 941), Sec. 6(4), Sec. 6a, and Sec. 9(2) and (3) of the Higher Education Admissions Act (Hochschulzulassungsgesetz, HZG) from 15 September 2005 (GBl. p. 629), last amended by Article 9 of the Act from 17 December 2020 (GBl. p. 1204, 1229).

§ 1 Scope of Application

- (1) In the Master's programs in Agricultural Sciences, specialization Agricultural Economics, Agricultural Sciences in the Tropics and Subtropics, Crop Sciences, Environmental Protection and Agricultural Food Production, Environmental Science - Soil, Water and Biodiversity, Landscape Ecology, and Organic Agriculture and Food Systems, the University allocates its available places as determined in the respective regulation of the Ministry of Science on the establishment of admission numbers at universities in accordance with the following provisions.
- (2) Admission to the first subject-related semester is only granted for the respective winter semester.

§ 2 Selection Quotas

- (1) The study places available according to Sec. 1 shall be allocated in the Master's programs in Agricultural Sciences, specialization Agricultural Economics, Crop Sciences, Environmental Science - Soil, Water and Biodiversity, Landscape Ecology, and Organic Agriculture and Food Systems as follows:

50 out of every 100 places shall be awarded to

- a) German applicants,
 - b) 50 out of every 100 places shall be awarded to foreign applicants who do not have German citizenship and to stateless persons. Internal quotas are formed within this group:
 - aa) 30% of the places go to applicants with citizenship from an EU country
 - bb) 70 % go to applicants from non-EU countries and stateless persons, whereby the ranking in quotas aa) and bb) is carried out separately and unfilled study places are added to the other sub-quota.
- (2) A separate ranking is established for each of these three quotas. University places that remain open in one quota are added to the other quota.
 - (3) No quotas shall be formed for the Master's programs Agricultural Sciences in the Tropics and Subtropics and Environmental Protection and Agricultural Food Production.

§ 3 Deadlines and Formalities

- (1) The application for admission must be submitted electronically to the University of Hohenheim via the website of the University of Hohenheim (online application) in accordance with the

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

requirements stated therein and with the submission of the required documents within the application deadline according to subsections 2 to 4 (cut-off deadline). To avoid undue hardship, the University of Hohenheim's Examinations Office can forgo electronic registration and permit written registration.

- (2) For the Master's programs in Agricultural Sciences: Agricultural Economics, Crop Sciences, Landscape Ecology, Environmental Science – Soil, Water, and Biodiversity, applications according to Sec. 2(1) a) and b) aa) must be received by July 15 of the year (cut-off deadline) for which admission is being applied; applications according to Sec. 2(1) b) bb) must be received by the University of Hohenheim by March 15 of the year (cut-off deadline) for which admission is being applied.
- (3) For the Master's program Organic Agriculture and Food Systems, applications according to Sec. 2(1) a) and b) aa) must be received by the University of Hohenheim by June 1 of the year (cut-off deadline) for which admission is being applied; applications according to Sec. 2(1) b) bb) must be received by the University of Hohenheim by March 15 of the year (cut-off deadline) for which admission is being applied.
- (4) For the Master's programs Agricultural Sciences in the Tropics and Subtropics and Environmental Protection and Agricultural Food Production, applications from applicants with citizenship from non-EU states and from stateless persons must be received by the University of Hohenheim by 15 March of the year (cut-off deadline) for admission to the degree program in the following winter semester. Applications from applicants with citizenship from an EU country must be received by the University of Hohenheim by 15 September of the year (cut-off deadline) for admission to studies in the following winter semester.
- (5) The application must include the following documents:
 - a) Proof that the requirements specified in Secs. 4 and 5 are fulfilled.
 - b) Proof of whether the applicant has lost the right to take an examination in one of the degree programs listed in Appendix 1 or is in an ongoing examination procedure in these degree programs, if applicable.
 - c) For applications for the Agricultural Economics specialization in the Master of Agricultural Sciences and for the Master's programs Crop Sciences and Organic Agriculture and Food Systems, proof of the result of the program-specific online pretest.
 - d) For applications for the Master's degree programs Agricultural Sciences in the Tropics and Subtropics and Organic Agriculture and Food Systems, it is also necessary to indicate whether the applicant would like to participate in the double degree program and, if applicable, the desired host university.

If the degree certificate for the first degree is not yet available by the application deadlines specified in subsections 2 to 4, an overview of the examination results available up to that point must be enclosed with the application for admission. The applicant participates in the selection process with an average grade determined on the basis of examination results available at that point. The degree certificate for the first degree must be submitted no later than December 15 of the year for which admission is requested. If the ranking according to Sec. 4(2) b), the letter of recommendation according to Sec. 4(3) a), or the proof of English language skills according to Sec. 4(1) b) are not yet available by the application deadlines mentioned in subsections 2 to 4, the admission committee may grant an extension of the deadline until July 15 of the year for which admission is requested for applications according to Sec. 2(1) b) bb), or until September 15 for applications according to Sec. 2(1) a) and 1 b) aa).

- (6) In such cases, admission shall be granted subject to the condition that the required proof is submitted in due time. If the proof is not submitted by the deadline, admission is revoked.

§ 4 Admission Requirements

- (1) Admission requirements are:
 - a) Proof of a degree including final grade or grade average in a first degree in a Bachelor's degree program at a domestic or foreign university with a total of at least 180 ECTS or at least three years of standard period of study or an equivalent

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

academic qualification, or in a degree program according to Annex 2.

- b) Proof of English language skills can be provided via one of the language tests listed in Appendix 3. English proficiency may also be proven by the German university entrance qualification (HZB) if at least four semesters of English were taken in the higher level (Oberstufe) with an average grade of at least 8 points, excluding a separate Abitur examination.
 - c) Proof of English language proficiency need not be provided by applicants from the following nations whose native language is English: United Kingdom of Great Britain and Northern Ireland, Republic of Ireland, Australia, Canada, New Zealand, United States of America, Antigua and Barbuda, Bahamas, Barbados, Dominica, Grenada, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Belize and Guyana. The same applies to applicants who have already successfully completed an English-language Bachelor's or Master's degree program at a recognized university within the EU, in Switzerland, Norway, or Iceland, or in one of the above-mentioned English-speaking countries.
 - d) For the specialization Agricultural Economics in the Master of Agricultural Sciences program, basic knowledge in statistics (at least 6 ECTS credits) and economics (at least 6 ECTS credits) must be documented.
- (2) If the final grade or the grade point average according to subsection 1 a) is not above average, the applicant must additionally prove his/her special suitability for the degree program applied for as an admission requirement. Above-average suitability is given in the case of:
- a) University degree grade or grade point average of at least 2.5 (good) or comparable equivalent degrees,
 - b) Proof that the applicant has been within the best 50% of the cohort of the same study program of the university at the point of the final examination which is requirement of being admitted to this Master's program (ranking)
- (3) Special suitability for the degree program for can be proven through
- a) Letters of recommendation, if possible from professors of the University at which the final examination which is a requirement for being admitted to the Master's program, was completed; if these letters are not in German or English, a certified translation into German is required and/or
 - b) Proof of completed vocational training or professional activity in a recognized occupation requiring formal training, which provides information on the subject-specific aptitude, in each case individually or in combination and special previous training, practical activities, which provide information on the subject-specific aptitude, in each case individually or in combination and/or
 - c) Proof of a special social commitment as well as other achievements that can provide special information about the aptitude for the chosen degree program, such as participation in the university self-administration, and/or.
 - d) A letter of motivation in English, no more than one page long, signed by the applicant, reflecting the relevant reasons for the choice of the degree program and explaining to the admissions committee the particular suitability for this degree program.

The statements on the points under subsection 3 a) to c) are to be supported by corresponding enclosures. The admissions committee decides on the special suitability for the degree program for which admission has been applied for in the form of an overall assessment of the submitted documents.

- (4) The admission committee shall decide on the equivalence of previous qualified education and the comparability of degrees. When recognizing foreign degrees, the recommendations of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany as well as agreements within the framework of university partnerships must be observed. The Office of International Affairs assists the admission committee in verifying the eligibility of foreign degrees. In cases of doubt, the German Central Office for Foreign Education (ZAB) is consulted.

§ 5 Admission requirements

- (1) If the number of qualified applicants according to Sec. 4 exceeds the number of available university places in the Master's programs in Agricultural Sciences: Agricultural Economics, Crop Sciences, Environmental Science – Soil, Water and Biodiversity, Landscape Ecology and Organic Agriculture and Food Systems, the selection decision is made according to a ranking list created by using the following criteria:
 - a) Overall grade of the final examination or the average grade of the examination results available up to that point or proof that the applicant has been within the best 50% of the cohort of the same study program, which is an admission requirement according to Sec. 4 (weighting: 50%),
 - b) The following apply cumulatively
 - i. completed vocational training (no restrictions on the area) or professional activity for at least 2 years in an area considered part of a vocation requiring training or the agricultural intern examination (weighting: 10%) each individually or in combination with one another,
 - ii. studies and/or practical work abroad of at least three months each (weighting: 15%),
 - iii. motivational letter in English, not exceeding one page in length, reflecting the relevant reasons for the choice of the degree program, signed by the applicant (weighting: 25%).

If the proof for the criteria in a) and b) is not in German or English, a certified translation into German is required.

- (2) The criteria in subsection 1 are evaluated on a scale of 1 to 4 according to Appendix 4. From the points from the individual selection criteria, the overall number of points is calculated and then used to create a ranking list of all participants. In the case of applications in accordance with Sec. 2 (1) b), a ranking list is drawn up in accordance with subsection 1 and 2, whereby in principle only the best 3 applicants per nationality or group of stateless persons receive a place at the university. If there are still free study places available according to Sec. 2 (1) b), the 4th best applicant per nationality or group of stateless persons will receive a study place. According to sentence 2, further applicants per nationality or group of stateless persons will be admitted until all study places have been allocated.

§ 6 Admission procedure

- (1) The University of Hohenheim's President shall decide on admission on the basis of a proposal by the admission committee.
- (2) The application shall be rejected if
 - a) the online application form is not completed in full,
 - b) the conditions set out in Secs. 3 and 5 are not fulfilled, and/or
 - c) the applicant has lost the right to take an examination in one of the Master's degree programs listed in Appendix 1 or is in an ongoing examination procedure in these degree programs.
- (3) In all other respects, the provisions in the admission and enrollment regulations of the University of Hohenheim which are generally applicable to the admission procedure shall remain unaffected.

§ 7 Admission committee, evaluation groups

- (1) An admission committee shall be appointed for each of the Master's degree programs referred to in Sec. 1(1). The admission committee consists of five members of the full-time academic staff belonging to the University, at least three of whom must be professors, and one student member with an advisory vote.
- (2) The chairperson, vice-chairperson, and members of the admission committee are appointed by the Faculty Council of the Faculty of Agricultural Sciences. The members of the admission

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

committees may be identical.

- (3) The term of office is two years, that of student member one year. Reappointment is permitted.
- (4) The admission committee shall constitute a quorum when at least three voting members are present. The admission committee decides by a simple majority of votes; in the event of a tie, the chairperson has the casting vote. The meetings of the admission committee are not open to the public.
- (5) For the evaluation of the application documents according to the requirements of these Admission Regulations, the responsible admission committee for the respective degree program can appoint an evaluation group consisting of members of the Faculty of Agricultural Sciences. The admission committee coordinates the selection process and the work of the evaluation group and ensures that the requirements of these Admissions Regulations are met and that the evaluation standard is applied consistently. To ensure uniform application, the admission committee may issue an explanatory guideline to Appendix 4, which each member of the evaluation group must observe when evaluating the application documents.

§ 8 Entry into Force

- (1) These Admission Regulations enter into force on the day after they have been published in the University of Hohenheim's Official Communications.
- (2) At the same time, the Admission Regulations of the University of Hohenheim for the consecutive Master's degree programs in Agricultural Sciences: Agricultural Economics, Agricultural Sciences in the Tropics and Subtropics, Crop Sciences, Environmental Protection and Agricultural Food Production, Environmental Science - Soil, Water and Biodiversity, Landscape Ecology, and Organic Agriculture and Food Systems from 2 December 2021 (published in the University of Hohenheim's Official Notifications No. 1375) shall expire.

These Admission Regulations shall apply for the first time to the admission procedure for the winter semester 2023/24.

Stuttgart, 16 November 2022

signed,

Professor Dr. Stephan Dabbert
- President -

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

Appendix 1

Degree programs as meant by Sec. 3(5) b) and Sec. 6(2) c) are:

- a) **for the Master's program in Agricultural Sciences: Agricultural Economics:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education, as well as all Master's degree programs in the fields of agribusiness, bio-, environmental- or resource economics, business administration and economics
- b) **for the Master's program Agricultural Sciences in the Tropics and Subtropics:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education
- c) **the Master's program Crop Sciences:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education
- d) **for the Master's program Environmental Protection and Agricultural Food Production:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education, as well as all Master's degree programs in the fields of, bio-, environmental- or resource economics, and business administration
- e) **for the Master's program Environmental Science – Soil, Water and Biodiversity:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education, as well as all Master's degree programs in the fields of environmental sciences and ecology
- f) **for the Master's program Landscape Ecology:**
all agricultural and horticultural science Diplom and Master's degree programs at German and foreign universities and universities of cooperative education, as well as all Master's degree programs in the fields of ecology or landscape and environmental planning
- g) **for the Master's program Organic Agriculture and Food Systems:**
all agricultural and horticultural science Master's degree programs at German and foreign universities and state-recognized universities of cooperative education, as well as all Master's degree programs in the fields of bio and environmental sciences.

The admission committee may determine equivalency for all Master's degree programs listed in (a) through (g) above for programs other than those listed.

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

Appendix 2

Degree programs as meant by Sec. 4(1) a) are:

a) for the Master's program in Agricultural Sciences: Agricultural Economics:

- Agronomy
- Management / Business Administration
- Agriculture
- Biobased Products and Bioenergy
- Economics
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in a) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite for the Agricultural Economics major

b) for the Master's program Agricultural Sciences in the Tropics and Subtropics:

- Agricultural Biology
- Agricultural Business (s-teaching)
- Biology
- Horticulture
- Geography
- Agriculture
- Biobased Products and Bioenergy
- Environmental Sciences
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in b) above

c) the Master's program Crop Sciences:

- Agricultural Biology
- Agronomy
- Biology
- Agriculture
- Biobased Products and Bioenergy
- Land Use
- Horticulture
- Forestry Science
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in c) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite for the selected major.

d) for the Master's program Environmental Protection and Agricultural Food Production:

- Agricultural Biology
- Agronomy
- Biology
- Nutritional Science
- Food Technology
- Environmental Sciences
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in d) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite for the Master's program Environmental Protection and Agricultural Food Production.

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

e) for the Master's program Environmental Science – Soil, Water and Biodiversity:

- Agricultural Biology
- Agronomy
- Biology
- Biobased Products and Bioenergy
- Ecology
- Environmental Sciences
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in e) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite for the Master's program Environmental Science – Soil, Water and Biodiversity.

f) for the Master's program Landscape Ecology:

- Agricultural Biology
- Agroecology
- Agronomy
- Biology
- Soil Sciences
- Forestry Science
- Horticulture
- Geoecology
- Landscape Management
- Landscape Culture
- Landscape Planning
- Biobased Products and Bioenergy
- Physical Geography
- Environmental Sciences
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in f) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite for the Master's program Landscape Ecology.

g) for the Master's program Organic Agriculture and Food Systems:

- Agricultural Biology
- Agronomy
- Nutritional Science
- Horticulture
- Agriculture
- Biobased Products and Bioenergy
- Environmental Sciences
- Wine Business
- Viticulture
- a Bachelor's or Master's degree program in which the subject content is at least 50% of a Bachelor's degree program in agricultural sciences or one of the Bachelor's degree programs mentioned in f) above
- a Bachelor's degree program that demonstrates specific knowledge that is a prerequisite Organic Agriculture and Food Systems.

The admission committee may recognize other degrees as equivalent.

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

Appendix 3

Language tests and borderline grades/minimum scores recognized in terms of Sec. 4(1) b):

Tests	Minimum grade / score
1. TOEFL IBT (ITP is not accepted)	90 (no section below 18 points)
2. IELTS Academic	6.5 (no section below 5.5)
3. Cambridge EFL exam ¹⁾	CAE (Certificate in Advanced English)
4. Cambridge Business English Certificate (BEC)	BEC Higher
5. TELC / Certificate in English ²⁾	B2 (at least "good")
6. Language examination UNicert level ³⁾	II (at least "gut")

¹⁾Certificate in Advanced English (CAE)

²⁾The European Language Certificates

³⁾At the University of Hohenheim's Language Center

The admission committee may decide to accept language tests other than those listed as an alternative to the TOEFL.

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

Appendix 4

Criteria and their evaluation scale for the formation of a ranking list of applicants (a maximum of 100 percentage points can be achieved in one application)

For the admission cohort, all percentage points are added together for each application. The applications are then sorted according to the overall number of points.

1) Weighting of the overall grade

Grade scale (German)	Scale points	Factor	Percentage points
3.25 – 4.00	1	× 5	5
3.00 – 3.24	2	× 5	10
2.75 – 2.99	3	× 5	15
2.50 – 2.74	4	× 5	20
2.25 - 2.49	5	× 5	25
2.00 – 2.24	6	× 5	30
1.75 – 1.99	7	× 5	35
1.50 – 1.74	8	× 5	40
1.25 – 1.49	9	× 5	45
1.0 - 1.24	10	× 5	50

Any additional decimal places in the overall grade are mathematically rounded to the second decimal place. If the above-average performance is proven solely by a ranking according to Sec. 4 (2) b), 25 percentage points shall be credited. If both the overall grade according to Sec. 4 (2) a) and the ranking according to Sec. 4 (2) b) are proven, both associated percentage points shall first be determined and then the higher percentage point number shall be credited.

2) Weighting for the vocational training

Vocational training is not limited to a certain area. It is weighted equally to an agricultural intern examination for the ranking list.

Completed vocational training, 2 years of professional activity, or the agricultural intern examination		Weighting: 10%	
	Scale points (1-10)	Factor	Percentage points
No proof	0	× 1	0
Proof included	10	× 1	10

3) Weighting of stays abroad

Studies or practical activities abroad of at least three months each are included in the formation of the ranking with a weighting of 15%.

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

Stay abroad		Weighting: 15%	
Assessment	Scale points (1-10)	Factor	Percentage points
Less than 1 month	0	1.5	0
3 months to under 6 months	5	1.5	7.5
6 months or longer	10	1.5	15

This is a courtesy translation. Only the German version is legally binding. If there are any differences in the wording, interpretation, or meaning of the German and English versions, the German version shall prevail.

4) Weighting of the motivational letter

The motivational letter is to be written in the language of instruction of the degree program for which the application is being sent. It should include the most important reasons for choosing the degree program and the applicant's aptitude for the subject. It should be a maximum of one page and must be signed by the person submitting the application. If applicable, the statements (e.g. to practical experience and activities) are to be documented with attachments.

Relevant criteria for the evaluation:

- Language
- Focus on the degree program, linking background to study objectives,
- Documented practical experience in an area relevant to the program,
- Documented volunteer work and activities.

The overall impression of the criteria listed is evaluated.

Motivational letter			Weighting: 25%	
Assessment	Scale points (1-10)	Symbol used	Factor	Percentage points
Letter missing or unsuitable	0	0	x 2.5	0
Irrelevant or meaningless	3.3	-	x 2.5	8
Moderately convincing	6.6	+/-	x 2.5	16.5
Expressive and convincing	10	+	x 2.5	25