



UNIVERSITÄT
HOHENHEIM

Admission Regulations of the University of Hohenheim for the Master's program in „Biotechnology“

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University of Hohenheim Admission Regulations for the Master's Program in Biotechnology at the Faculty of Natural Sciences

On 08 November 2023, the University of Hohenheim Senate passed the following regulations on the basis of § 63(2), § 60(2), § 59(1), § 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 Art. 8 of the Act to Pass a Climate Protection and Climate Change Adaptation Act and to Include Climate Issues in Additional Legal Regulations (Gesetz zum Erlass eines Klimaschutz- und Klimawandelanpassungsgesetz und zur Verankerung des Klimabelangs in weiteren Rechtsvorschriften) from 07 February 2023 (GBl. p. 26), § 6(4), § 6a, and § 9(2 and 3) of the Higher Education Admissions Act (Hochschulzulassungsgesetz, HZG) from 15 September 2005 (GBl. p. 629), last amended by Art. 9 of the Fourth Higher Education Amendment Act (4. HRÄG) from 17 December 2020 (GBl. pp. 1204, 1229).

§ 1 Scope of Application

The University of Hohenheim allocates the available study places in the Master's program in Biotechnology according to the following Regulations.

§ 2 Selection Quotas

- (1) The study places available under § 1 shall be allocated as follows:
 - a) 80% to German applicants
 - b) 20% to foreign and stateless applicants.
- (2) A separate ranking is established for each of these two quotas. University places that remain open in one quota are added to the other quota.

§ 3 Application Deadline and Formalities

- (1) Applications are only possible for the winter semester and for the first subject-related semester. The application deadline is 15 May (cut-off date).
- (2) The application must be submitted electronically to the University of Hohenheim via the website of the University of Hohenheim (online application) in accordance with the requirements stated therein and with the submission of the required documents. To avoid undue hardship, the University of Hohenheim's Examinations Office can forgo an electronic application and permit a written application.

§ 4 Responsibilities

- (1) The President of the University of Hohenheim decides on admission on the recommendation of the responsible selection committee for the university's own selection procedure.
- (2) A selection committee is appointed for the Master's program in Biotechnology. This selection committee consists of the program coordinator or the academic program adviser, at least two representatives of the professors, and one student member in an advisory capacity. The term of office is two years. Reappointment is permitted. Members are elected by the Faculty Council of the Faculty of Natural Sciences. One of the professorial members of the selection committee is the chairperson. The selection committee is quorate if, in addition to the chairperson or their deputy, one other member is present.
- (3) The selection committee decides by a simple majority of the members present; in the event of a tie, the chairperson has the casting vote. The meetings of the selection committee are not open to the public.

§ 5 Admission Requirements

- (1) Admission to the Master's programs in Biotechnology can only be granted to those who
 - a) have completed a Bachelor's degree program with a natural science or engineering profile that lasted at least three years and included at least 180 credits at a university in Germany or abroad or who have an equivalent degree. Recognized Bachelor's programs include food science and biotechnology, food technology, biology, biochemistry, biotechnology, bioprocess engineering, chemistry, and a Bachelor's in Nutritional Science obtained from the University of Hohenheim. In addition, the selection committee may recognize other degree programs in the natural sciences and engineering as equivalent.
 - b) have good English language skills (at least level B2 of the Common European Framework of Reference for Languages), which – if it is not the applicant's native language – is usually demonstrated by a language test or other evidence in accordance with § 5(2),
- (2) Further details of the proof of language proficiency are set out in Annex 1 to these regulations, and the selection committee may permit exceptions.
- (3) In recognizing grades and proof which were given outside of the Federal Republic of Germany, the equivalence agreements from the Standing Conference of Education Ministers and the German Rectors' Conference as well as agreements in the context of the university partnerships will be taken into consideration. The Office of International Affairs assists the selection committee in verifying the eligibility of foreign degrees.

§ 6 Application

- (1) For a proper application, the following documents must be uploaded online:
 - a) the grade certificate, degree certificate of the completed university studies, and the transcript of records that includes the content of the program;
 - b) proof of English language skills (details are regulated in § 5(1));
 - c) a data entry form to describe the educational path;
 - d) if available, proof that can provide information about the aptitude for the chosen degree program; this can include completed examinations from a Master's program, completed vocational training, practical work, other subject-specific achievements, or semesters abroad.
 - e) Applicants who have already been enrolled in the same Master's programs must provide proof that they have the right to be examined in this degree program and that they are not currently undergoing an examination procedure. The same applies to a related degree program. Related degree programs are: biochemistry, bioprocess engineering, technical biology. In addition, the selection committee may recognize further degree programs as related and amend the list accordingly. Proof must be provided by a certificate from the university or college at which the enrollment took place.

If the proof described under points a) to e) is not in German or English, a certified translation into German is required.

- (2) If the degree certificate for the first degree is not yet available by the application deadline, an overview of the examination results available up to that point must be enclosed with the application for admission. The degree certificate must be submitted no later than December 15 for the winter semester of the year for which admission is requested.
- (3) If 50% of the proof for the UNIcert II certificate (proof of English language proficiency) has been provided by the application deadline, the applicant can include the relevant proof with the application for admission. The complete UNIcert II certificate must be submitted no later than 1 October for the winter semester or 1 April for the summer semester of the year for which admission is requested.

- (4) In the case of § 6(2 and 3), admission to the Master's degree program is subject to the proviso that proof of the degree and/or the UNICert II certificate is provided by the deadline. If the proof is not submitted by the deadline, admission is revoked.

§ 7 Selection Procedure

- (1) If the number of qualified applicants according to § 5 exceeds the number of available university places, a ranking list created by using the criteria set down in these Regulations according to the selection quotas in § 2. University places are allocated and admission and rejection letters are issued on the basis of these ranking lists.
- (2) When creating the ranking list, the following criteria are considered:
- a) Overall grade for the first degree or the average grade for examinations completed so far (on this, see § 6(2)),
 - b) Subject-specific coursework and examinations; modules with at least 6 ECTS credits are recognized; these must come from the following subject areas: biotechnology, biochemistry, organic chemistry, molecular biology, microbiology, process engineering,
 - c) Relevant professional activities such as:
 - completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry,
 - subject-specific industrial internship lasting at least 3 months,
 - subject-specific activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan,
 - d) grade of the aptitude test.
- (3) Only those who have applied for a place in a degree program in due form and time and who fulfill the requirements according to § 5 shall be admitted to the selection procedure.

§ 8 Pre-selection

- (1) The selection of applicants according to § 7 shall follow a two-stage procedure. In the first step, a pre-selection is made on the basis of the selection criteria in accordance with § 7(2)a to c.
- (2) In the pre-selection process, the overall grade of the first degree or the average grade according to § 7(2)a is weighted at 60 percent, the subject-specific achievements according to § 7(2)b at 30 percent, and the relevant practical professional experience according to § 7(2)c at 10 percent.
- (3) The number of applicants to be invited to the aptitude test is set at three times the number of university places to be allocated in the respective quota, starting with the highest-ranking applicants. The remaining applicants will not take part in the further selection procedure.

§ 9 Aptitude test

- (1) The aptitude test according to § 7(2)d contains questions at the Bachelor's level from the fields of biochemistry, microbiology, molecular biology, and biotechnology which are considered fundamental for this Master's program. It comprises three questions from each of the four areas mentioned above.
- (2) The aptitude test takes place in writing or orally, lasts 30 - 60 minutes and can also be held as a video conference.
- (3) The aptitude test is passed if at least 33 percent of the required points have been achieved. The test will be graded as "insufficient" if the applicant does not appear for the test. The

assessment of the aptitude test is carried out by the person responsible for the degree program.

- (4) Additional modalities will be announced by 15 March on the homepage of the University of Hohenheim.

§ 10 Creation of the ranking list

- (1) In the second step, a ranking list is drawn up as follows from the applicants selected in the pre-selection and invited to the aptitude test, on the basis of which the university places are allocated, starting with the highest-ranking applicants. An overall score is calculated from the values expressed as a number of points for individual selection criteria in terms of § 7(2). The total score is created with the following weighting:
 - 50% from the average grade of the first degree program or the average grade of exams already taken,
 - 30% from the result of the aptitude test,
 - 15% from the subject-specific coursework and examinations according to § 7(2)b,
 - 5% from relevant vocational training as well as internships and work abroad in accordance with § 7(2)c.
- (2) The assessment of the criteria pursuant to § 7(2) is carried out in accordance with Annex 2.
- (3) Only those who have applied for a place in a degree program in due form and time and who fulfill the requirements according to § 5 shall be admitted to the selection procedure.

§ 11 Video conference

- (1) A video conference is preferably held using the DFNconf service in the German Research Network or the Adobe Connect video conferencing system.
- (2) Before the aptitude test is carried out, the applicant's identity must be verified in an appropriate manner. For this purpose, the applicant may be required to show their official photo identity card (ID) using the camera. It is not permitted to make a screenshot of the ID card for the examination file.
- (3) The transmission of the study aptitude test is not recorded. Recording of the aptitude test by the applicant or a participant in the discussion is not permitted. At the beginning, all participants must be informed that recording the video conference is prohibited.
- (4) The video conference starts when the connection to the system is established. If the video conference does not start at the agreed time and the connection cannot be established at short notice for technical reasons, the attempt to hold the video conference must be terminated; a new date should be scheduled as soon as possible.
- (5) If technical problems occur, such as a complete or partial breakdown of the connection, which mean that the study aptitude test conducted as a video conference cannot be held in accordance with the principle of fairness and equal opportunities, the video conference must be terminated; a new date should be scheduled as soon as possible.
- (6) Decisions on the new date are made by the admission committee.

§ 12 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 University of Hohenheim's Admission Regulations for the Master's degree programs in the Faculty of Natural Sciences "Food Biotechnology" and "Food Science and Engineering" from 15 April 2021 (published in the Official Notices of the University of Hohenheim no. 1314) will no longer apply.
- (3) These Admission Regulations shall apply for the first time to the admission procedure for the winter semester 2024/25.

Annex 1 for § 5 Admission Requirements

Required language skills for the Master's Program in Biotechnology at the Faculty of Natural Sciences

(1) Good English language skills are required for admission. Proof of language proficiency may be given by providing one of the following documents:

- a) TOEFL test (internet based) with at least 90 out of 120 points
- b) IELTS certificate with at least 6.5 out of 9 points
- c) UNIcert II certificate (min. grade "good")

(2) Proof of sufficient language skills is not required if the applicant

- a) is a citizen of one of the following countries and declares that English as their native language: United Kingdom, Ireland, Australia, Canada, New Zealand, USA, Antigua and Barbuda, Bahamas, Barbados, Dominica, Grenada, Jamaica, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Trinidad and Tobago, Belize, or Guyana; or
- b) has successfully completed a Bachelor's/Master's degree in English at a recognized European university or in one of the countries listed under a). If the degree certificate has not yet been issued by the application deadline, § 6 applies accordingly; or
- c) attended a bilingual secondary school as long as one of the languages of instruction is English; or
- d) took English continuously as a subject in the upper secondary school (minimum grade of the grade average in the upper secondary school "satisfactory" (8 points)).

(3) If the required minimum grade according to 2.d cannot be demonstrated in the upper secondary school, this can be compensated for if the applicant

- a) completed at least 1 semester of the Bachelor's degree course in English; or
- b) completed at least a 3-month full-time internship in an English-speaking company.

Annex 2 for § 7 Master's program in Biotechnology

The number of points for the pre-selection according to § 8 results from the sum of the points achieved in the following selection criteria.

| Criterion | Details | | | | | | | | | | | | |
|---|--|--------|----------|--------|----------|--------|----------|------------|--------|---|----|--|---|
| | Grade | Points | Grade | Points | Grade | Points | Grade | Points | | | | | |
| (preliminary) overall grade of the undergraduate degree | 1.0-1.1 | 160 | 1.81-1.9 | 128 | 2.61-2.7 | 90 | 3.41-3.5 | 38 | | | | | |
| | 1.11-1.2 | 156 | 1.91-2.0 | 124 | 2.71-2.8 | 84 | 3.51-3.6 | 31 | | | | | |
| | 1.21-1.3 | 152 | 2.01-2.1 | 120 | 2.81-2.9 | 78 | 3.61-3.7 | 24 | | | | | |
| | 1.31-1.4 | 148 | 2.11-2.2 | 115 | 2.91-3.0 | 72 | 3.71-3.8 | 16 | | | | | |
| | 1.41-1.5 | 144 | 2.21-2.3 | 110 | 3.01-3.1 | 66 | 3.81-3.9 | 8 | | | | | |
| | 1.51-1.6 | 140 | 2.31-2.4 | 105 | 3.11-3.2 | 59 | 3.91-4.0 | 0 | | | | | |
| | 1.61-1.7 | 136 | 2.41-2.5 | 100 | 3.21-3.3 | 52 | | | | | | | |
| | 1.71-1.8 | 132 | 2.51-2.6 | 95 | 3.31-3.4 | 45 | | | | | | | |
| Subject-specific coursework and examinations (according to § 7(2)b) | Coursework and examinations from the following areas are taken into account: | | | | | | | | | | | | |
| | <ul style="list-style-type: none"> • Biotechnology • Biochemistry • Organic chemistry • Molecular biology • Microbiology • Process Engineering <p>One course can be considered for each subject area. 13 points are awarded per course. A maximum of 78 points may be awarded.</p> | | | | | | | | | | | | |
| Subject-specific professional activities (according to § 7(2)c) | The number of points indicated in each case is awarded for proof of relevant | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Activities</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry.</td> <td>18</td> </tr> <tr> <td> <ul style="list-style-type: none"> • Industrial internship lasting at least 3 months, or • Activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan. </td> <td>9</td> </tr> </tbody> </table> | | | | | | | Activities | Points | Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry. | 18 | <ul style="list-style-type: none"> • Industrial internship lasting at least 3 months, or • Activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan. | 9 |
| | Activities | Points | | | | | | | | | | | |
| Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry. | 18 | | | | | | | | | | | | |
| <ul style="list-style-type: none"> • Industrial internship lasting at least 3 months, or • Activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan. | 9 | | | | | | | | | | | | |
| A maximum of 27 points may be awarded. | | | | | | | | | | | | | |

The total number of points in accordance with § 10 is the sum of the points achieved in the following selection criteria.

| Criterion | Details | | | | | | | |
|---|---|--------|----------|--------|----------|--------|----------|--------|
| | Grade | Points | Grade | Points | Grade | Points | Grade | Points |
| (preliminary) overall grade of the undergraduate degree | 1.0-1.1 | 160 | 1.81-1.9 | 128 | 2.61-2.7 | 90 | 3.41-3.5 | 38 |
| | 1.11-1.2 | 156 | 1.91-2.0 | 124 | 2.71-2.8 | 84 | 3.51-3.6 | 31 |
| | 1.21-1.3 | 152 | 2.01-2.1 | 120 | 2.81-2.9 | 78 | 3.61-3.7 | 24 |
| | 1.31-1.4 | 148 | 2.11-2.2 | 115 | 2.91-3.0 | 72 | 3.71-3.8 | 16 |
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| | 1.51-1.6 | 140 | 2.31-2.4 | 105 | 3.11-3.2 | 59 | 3.91-4.0 | 0 |
| | 1.61-1.7 | 136 | 2.41-2.5 | 100 | 3.21-3.3 | 52 | | |
| | 1.71-1.8 | 132 | 2.51-2.6 | 95 | 3.31-3.4 | 45 | | |
| Subject-specific coursework and examinations (according to § 7(2)b) | Coursework and examinations from the following areas are taken into account: | | | | | | | |
| | <ul style="list-style-type: none"> • Biotechnology • Biochemistry • Organic chemistry • Molecular biology | | | | | | | |

| | <ul style="list-style-type: none"> • Microbiology • Process Engineering <p>One course can be considered for each subject area. 8 points are awarded per course.</p> <p>A maximum of 48 points may be awarded.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|----------------------------|--------|---|----|--|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|---|
| <p>Subject-specific professional activities (according to § 7(2)c)</p> | <p>The number of points indicated in each case is awarded for proof of relevant practical work experience.</p> <table border="1" data-bbox="408 450 1286 757"> <thead> <tr> <th data-bbox="408 450 1166 477">Activities</th> <th data-bbox="1171 450 1286 477">Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="408 483 1166 640">Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry.</td> <td data-bbox="1171 483 1286 640">10</td> </tr> <tr> <td data-bbox="408 647 1166 757"> <ul style="list-style-type: none"> • Industrial internship lasting at least 3 months, or • Activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan. </td> <td data-bbox="1171 647 1286 757">6</td> </tr> </tbody> </table> <p>A maximum of 16 points may be awarded.</p> | Activities | Points | Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry. | 10 | <ul style="list-style-type: none"> • Industrial internship lasting at least 3 months, or • Activity abroad of at least 3 months at a university within the EU, Switzerland, USA, or Japan. | 6 | | | | | | | | | | | | | | | | | | | | |
| Activities | Points | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Completed vocational training as a laboratory technician (natural sciences, medicine), technical assistant (natural sciences, medicine), completed vocational training in the food industry, chemical industry, pharmaceutical industry, or biotechnology industry. | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Study aptitude test (according to § 9)</p> | <table border="1" data-bbox="408 857 826 1234"> <thead> <tr> <th data-bbox="408 857 711 884">Grade of the aptitude test</th> <th data-bbox="716 857 826 884">Points</th> </tr> </thead> <tbody> <tr> <td data-bbox="408 891 711 913">Best two tests</td> <td data-bbox="716 891 826 913">96</td> </tr> <tr> <td data-bbox="408 920 711 943">1.0</td> <td data-bbox="716 920 826 943">96</td> </tr> <tr> <td data-bbox="408 949 711 972">1.3</td> <td data-bbox="716 949 826 972">90</td> </tr> <tr> <td data-bbox="408 978 711 1001">1.7</td> <td data-bbox="716 978 826 1001">83</td> </tr> <tr> <td data-bbox="408 1008 711 1030">2.0</td> <td data-bbox="716 1008 826 1030">75</td> </tr> <tr> <td data-bbox="408 1037 711 1059">2.3</td> <td data-bbox="716 1037 826 1059">67</td> </tr> <tr> <td data-bbox="408 1066 711 1088">2.7</td> <td data-bbox="716 1066 826 1088">58</td> </tr> <tr> <td data-bbox="408 1095 711 1117">3.0</td> <td data-bbox="716 1095 826 1117">48</td> </tr> <tr> <td data-bbox="408 1124 711 1146">3.3</td> <td data-bbox="716 1124 826 1146">37</td> </tr> <tr> <td data-bbox="408 1153 711 1176">3.7</td> <td data-bbox="716 1153 826 1176">24</td> </tr> <tr> <td data-bbox="408 1182 711 1205">4.0</td> <td data-bbox="716 1182 826 1205">12</td> </tr> <tr> <td data-bbox="408 1211 711 1234">5.0</td> <td data-bbox="716 1211 826 1234">0</td> </tr> </tbody> </table> <p>A maximum of 96 points may be awarded.</p> | Grade of the aptitude test | Points | Best two tests | 96 | 1.0 | 96 | 1.3 | 90 | 1.7 | 83 | 2.0 | 75 | 2.3 | 67 | 2.7 | 58 | 3.0 | 48 | 3.3 | 37 | 3.7 | 24 | 4.0 | 12 | 5.0 | 0 |
| Grade of the aptitude test | Points | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Best two tests | 96 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.0 | 96 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.3 | 90 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.7 | 83 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.0 | 75 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 | 67 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.7 | 58 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.0 | 48 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3 | 37 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.7 | 24 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.0 | 12 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.0 | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | |

Legal notice according to Sec. 8 of the State Press Act (Landespressegesetz)

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Last update: February 2024