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Statutes for Admission to the Master's Program of Materials Science and Engineering at Karlsruhe Institute of Technology (KIT)

Pursuant to Article 10, par. 2, clause 6 and Article 20 of the Act on Karlsruhe Institute of Technology (KIT Act – KITG), last amended by Article 2 of the Act on Further Development of University Legislation (HRWeitEG) of March 13, 2018, (bulletin, pp. 85, 94), and Articles 59, par. 1 and 63, par. 2 of the Act of Baden-Württemberg on Universities and Colleges (Landeshochschulgesetz – LHG) of January 01, 2005, (bulletin, p. 1 f.), last amended by Article 1 of the Act on Further Development of University Legislation (HRWeitEG) of March 13, 2018 (bulletin, p. 85 ff), the Senate of KIT adopted the following Statutes on November 19, 2018.

Article 1 – Scope

The present Statutes shall apply to admission to the Master's Program of Materials Science and Engineering at Karlsruhe Institute of Technology (hereinafter referred to as KIT).

Article 2 – Deadlines

- (1) Students can enroll for both the winter and the summer semester.
- (2) Application for enrollment, inclusive of all documents required, shall be submitted to KIT by
 - **September 30 of a year** for the start of studies in the **winter semester**,
 - **March 31 of a year** for the start of studies in the **summer semester**.

Article 3 – Application

- (1) The application for enrollment shall be subject to the provisions valid for the admission and enrollment procedure as outlined in the applicable Admission and Enrollment Regulations of KIT.

(2) The following documents shall be enclosed with the application:

1. A copy of the bachelor's certificate or equivalent degree certificate according to Art. 5, par. 1, no. 1 and the diploma supplement and transcript of records (with the credits achieved according to the ECTS scheme being indicated),
2. evidence confirming that the minimum requirements for admission given in Art. 5, par. 1, no. 2 are fulfilled, with the learning goals, contents of the studies, and credits being indicated, and certificate of a successful entrance examination according to Art. 6, par. 2, if applicable,
3. declaration in writing by the applicant as to whether she/he ultimately failed in an examination required according to the examination regulations of the Master's Program of Materials Science and Engineering or a related program with essentially the same contents according to Art. 5, par. 2 or the entitlement to an examination is lost for other reasons,
4. evidence of the required language proficiency according to Art. 5, par. 1, no. 4a) or b),
5. other documents mentioned in the valid admission and enrollment regulations.

KIT shall have the right to request submission of the above documents, on the basis of which the decision on admission was made, in the original form.

(3) Registration for the Master's Program of Materials Science and Engineering may also be applied for, if the bachelor's degree has not yet been conferred at the time of expiry of the application deadline in the sense of Art. 2 and if it can be expected due to the previous course of the studies and in particular the previous examination results that the bachelor's program will be completed in due time before the start of the Master's Program of Materials Science and Engineering.

In this case, the studies and examination achievements reached until this point of time shall be considered when deciding on admission. The later result of the bachelor's examination shall not be considered. The following documents shall be enclosed with the application:

- a) A certificate of the examination results achieved until the expiry of the application deadline (e.g. record of grades) and

b) a survey of all studies and examination achievements not yet reached, with the dates of examinations and the certificates of registration for the examinations being enclosed.

Article 4 – Admission Committee

(1) To prepare the decision on admission, the KIT department shall appoint an admission committee consisting of at least two full-time scientific employees, of whom one is a professor. A representative of the students can participate in the meetings of the Admission Committee with an advisory vote. The Admission Committee shall be chaired by one of its members.

(2) If several admission committees are formed due to a high number of applicants, these committees shall meet at the beginning of the admission procedure in order to agree on admission criteria. This meeting shall be chaired by the Studies Dean. At the end of the procedure, a final meeting may be organized.

(3) Upon the completion of the admission procedure, the Admission Committee shall report on the experience gained to the KIT Department Council. In addition, it shall make proposals for the improvement and further development of the admission procedure.

(4) The term of office of the non-student members of the Committee shall be two years, the term of office of the student member shall be one year. Reappointment shall be possible.

Article 5 – Requirements for Admission

(1) For admission to the Master's Program of Materials Science and Engineering, the following requirements shall be fulfilled:

1. A bachelor's degree or an at least equivalent degree in the Bachelor's Program of Materials Science and Engineering or a program with essentially the same contents at a university, a university of applied sciences, or a cooperative state university in Germany or at a university abroad must have been reached within

a standard period of studies of at least three years with a minimum of 180 ECTS credits.

2. Mandatory minimum knowledge and minimum achievements according to Art. 6.
3. The applicant has not ultimately failed in an examination required according to the examination regulations of the Master's Program of Materials Science and Engineering or a related program with essentially the same contents and the entitlement to the examination has not been lost for other reasons.
4. For applicants, whose mother tongue is not German or English, certificates of
 - a) sufficient knowledge of the German language according to the provisions outlined in the Admission and Enrollment Regulations of KIT or
 - b) sufficient proficiency in the English language corresponding at least to level B2 of the Common European Framework of Reference for Languages (GER) or an equivalent level, as confirmed by one of the following internationally recognized tests, for example:
 - a. Test of English as a Foreign Language (TOEFL), with at least 550 points in the paper-based test or 88 points in the internet-based test, or
 - b. IELTS with a total result of at least 6.5 and no section being below 5.5.

Proof of proficiency in the English language shall not be required by applicants, who received their bachelor's degree in an English program or in English-speaking countries abroad. The official language of the program shall be indicated on the graduation certificate, its supplement, in the transcript of records, or in a corresponding confirmation by the university.

(2) Related programs according to par. 1, no. 3 shall be in particular a Master's Program in Werkstofftechnik (materials technology), Werkstoffwissenschaft (materials science), Materialwissenschaft (materials research), Materialwissenschaft und Werkstofftechnik (materials science and engineering), Werkstoffingenieurwesen (materials engineering), Metallurgical Engineering, Metallurgy and Metal Forming, Materials Science, Materials Science and Engineering, Materials Science and Simulation, Materialchemie (materials chemistry), Materials Physics, Werkstoff- und Produktionstechnik (materials and production engineering), Gießereitechnik (foundry technology), Advanced Materials, Advanced Materials and Processes, Advanced Materials Science and Engineering, Ceramic Science and Engineering,

Funktionswerkstoffe (functional materials), Oberflächen- und Materialwissenschaften (surface and materials sciences), Polymerwissenschaften (polymer sciences), Kunststofftechnik (plastics engineering), Verbundwerkstoffe (composite materials).

The Admission Committee of the Master's Program of Materials Science and Engineering, in agreement with the Examination Committee of the Master's Program of Materials Science and Engineering, shall decide on equivalence of the bachelor's degree in the sense of par. 1, no. 1 and on the specification of programs with essentially the same contents according to par. 1, no. 3 beyond the scope of no. 1. For the recognition of foreign degrees, the recommendations of the Conference of Ministers of Education and agreements concluded within the framework of university partnerships shall be considered.

Article 6 – Minimum Knowledge and Minimum Achievements

(1) Admission to the Master's Program of Materials Science and Engineering shall require proof of the applicant having acquired skills in the following subjects, which are at least equivalent to those imparted by the Bachelor's Program of Materials Science and Engineering of KIT as reflected by the learning goals, contents, and credits outlined in the valid module manual of the Bachelor's Program of Materials Science and Engineering:

1. Metals and materials physics
2. Ceramics
3. Polymers
4. Functional materials
5. Higher mathematics
6. Technical mechanics
7. Experimental physics
8. Inorganic and applied chemistry

The Admission Committee of the Master's Program of Materials Science and Engineering, in agreement with the Examination Committee of the Master's Program of Materials Science and Engineering, shall decide on equivalence according to cl. 1.

(2) In case applicants are not able to provide proof of the skills outlined in par. 1, they may still be enrolled in the program, if they prove the qualification needed for the program by passing an entrance examination at KIT according to Annex 1. For the purpose of proof, successful participation in the entrance examination should date back no longer than four application procedures. An application procedure shall be the awarding of study places for a certain starting date of the studies.

Article 7 – Decision on Enrollment

(1) The decision on whether the admission requirements are fulfilled and on enrollment shall be made by the President based on the proposal made by the Admission Committee.

(2) Enrollment shall be refused, if

- a) the application documents have not been submitted in due time according to Art. 2 or complete form according to Art. 3,
- b) the requirements outlined in Art. 5 are not fulfilled,
- c) the applicant ultimately failed in an examination required according to the examination regulations of the Master's Program of Materials Science and Engineering or a related program with essentially the same contents or has lost the entitlement to an examination for other reasons (Art. 60, par. 2, no. 2, LHG and Art. 9, par. 2, University Admission Act (HZG)).

In the case of Art. 3, par. 3, enrollment can be assured subject to the condition that final evidence of the bachelor's degree is submitted immediately, that is up to two months upon the start of the semester for which enrollment was applied for at the latest. If such evidence is not furnished in due time, the assurance will expire and no enrollment shall be made. If the applicant is not responsible for exceeding the deadline, she/he shall prove this to the Admission Committee and shall provide evidence in writing. In the justified individual case, the Admission Committee can extend the deadline for submission of the final certificate.

(3) If the applicant fails to fulfill the admission requirements and/or she/he cannot be enrolled, she/he shall be informed in writing about this result of the admission

procedure. The corresponding letter shall indicate the reasons and contain an information about the legal remedies available.

(4) The course of the admission procedure shall be documented in writing.

(5) As for the rest, the general provisions applying to the admission and enrollment procedure and outlined in the Admission and Enrollment Regulations of KIT shall remain unaffected.

Article 8 – Entry into Force

The present Statutes shall enter into force on the day after publication in the official announcements of KIT. They shall apply to admission to the 2019 summer semester for the first time.

At the same time, the Statutes for the university's admission procedure in the Master's Program of Materials Science and Engineering at Karlsruhe Institute of Technology (KIT) of May 26, 2011 (Official Announcements of KIT, No. 28, of May 26, 2011) shall cease to be in force.

Karlsruhe, November 28, 2018

(Signed)

Professor Dr. Holger Hanselka

(President)

Annex 1

Entrance Examination

1. Purpose

The entrance examination shall reveal that the applicant is qualified to successfully pass the Master's Program of Materials Science and Engineering. The qualification test shall be based on the profiles of the profession/professions typically following the degree and on the qualifications corresponding to those acquired in the Bachelor's Program of Materials Science and Engineering at KIT.

2. Registration for Examination

- 2.1 Registration for the entrance examination shall be applied for in writing with the KIT Department of Mechanical Engineering 14 days prior to the date of the entrance examination at the latest.
- 2.2 A proof of the application for the Master's Program of Materials Science and Engineering at KIT shall be enclosed with the application.
- 2.3 The Admission Committee of the KIT Department of Mechanical Engineering shall decide on admission to the entrance examination according to no. 3 (Art. 4). Applicants admitted to the entrance examination shall receive a confirmation of registration.

3. Admission to the Examination

- 3.1 The following persons only shall be admitted to the entrance examination:
 - a) Persons having registered properly for the entrance examination;
 - b) persons having applied for the Master's Program of Materials Science and Engineering in due form and time according to Art. 3;
 - c) persons declaring that they have not yet taken part more than once without success in an entrance examination at KIT for the Master's Program of Materials Science and Engineering.

3.2 Participation shall be refused, if the requirements mentioned in 3.1 are not fulfilled.

4. Execution of the Examination

4.1 The exact dates and venue of the entrance examination shall be announced by KIT on the websites of the KIT Department of Mechanical Engineering at least six weeks prior to the date of examination.

4.2 The entrance examination shall take place in writing and shall take 90 minutes. It shall consist of four parts, determine qualification in the areas mentioned in Art. 6, par. 1, and be evaluated with 25 points each. The maximum number of points reached in the entrance examination shall be 100 points. The entrance examination partly may have the form of a multiple-choice test. In this case, the corresponding regulations on multiple-choice tests shall apply.

4.3 To evaluate the entrance examination, the Admission Committee (Art. 4) shall appoint an Examination Committee. It shall consist of at least two members with the right to vote, a university teacher/executive scientist according to Art. 14, par. 3, no. 1, KITG/assistant professor and a member of the academic staff according to Art. 52, LHG/member of the scientific staff according to Art. 14, par. 3., no. 2, KITG, and a student with an advisory vote. The term of office of the non-student members shall be two years, the term of office of the student member shall be one year. Reappointment shall be possible.

4.4 The entrance examination shall be given 0 points, if the applicant fails to appear on the examination date without an important reason. In case the applicant withdraws from the entrance application after distribution of the examination tasks, she/he shall be evaluated based on the result achieved until that time. The applicant shall have the right to again participate in an entrance examination, if immediately after the date of the entrance examination it can be confirmed and credibly shown to KIT that the failure to appear on the respective date or

withdrawal from the examination was due to an important reason. In case of an illness, a medical certificate shall be presented.

4.5 In case the applicant tries to influence the results of the entrance examination by deception or use of non-permitted aids, the examination shall be evaluated with 0 points. An applicant, who disturbs the proper course of the examination, may be excluded from continuing the examination by the supervisor. In this case, the examination result shall be 0 points.

4.6 KIT shall not bear any costs associated with the entrance examination for the applicants.

5. Determination of Qualification and Communication of the Result

5.1 The entrance examination shall be passed, if the applicant has reached at least 50 points, with at least 12 points in each of the four parts of the examination.

5.2 Based on the proposal by the Examination Committee, the Admission Committee (Art. 4) shall determine the qualification of the applicant. The result of the entrance examination shall be communicated to the applicants in writing by the KIT Department of Mechanical Engineering. The corresponding letter shall indicate the reasons and contain an information about the legal remedies available.

6. Repetition

Applicants, who once failed in an entrance examination for the Master's Program of Materials Science and Engineering of KIT, may register again for the entrance examination of this program during the next application period at the earliest. Any further repetition of the examination shall not be permitted.