

Discipline-Specific Admission Regulations for the Master's Degree Program in Bioinformatics at the University of Potsdam

Dated December 13, 2017

The Faculty Council of the Faculty of Science at the University of Potsdam has approved the following regulations on December 13, 2017, in accordance with Section 9 subsection 5 sentence 2, in conjunction with Section 72 subsection 2 no. 1 of the Brandenburg Higher Education Act (BbgHG) of April 28, 2014 (Law and Ordinance Gazette (GVBl. I/14, [no. 18]), amended by Article 2 of the Law of July 1, 2015 (GVBl. I/15, [no. 18]), in conjunction with Section 5 subsection 4, Section 7 subsection 2, Section 8 subsection 2 and Section 16 subsection 2 of the Brandenburg University Admissions Act (BbgHZG) of July 1, 2015 (GVBl. I/15, [no. 18]), last amended by the Act of December 17, 2015 (GVBl. I/15, [no. 38]), in conjunction with Section 2 subsections 1-3, 5, Section 19 subsection 1 and Section 20 of the University Admissions Act (HZV) of February 23, 2016 (GVBl. II/16, [no. 6]) and under Section 21 subsection 2 no. 1 of the Basic Constitution of the University of Potsdam of December 17, 2009 (Bulletin UP no. 4/2010 p. 60) as amended in the Third Statute to Amend the Basic Constitution of the University of Potsdam (GrundO) of April 22, 2015 (Bulletin UP no. 6/2015 p. 235) as well as the General Rules and Regulations on Access and Admission to Non-Teaching-Oriented Master's Degree Programs at the University of Potsdam (Zulassungsordnung - ZulO) of February 24, 2016 (Bulletin UP no. 3/2016, p. 76):¹

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Section 1 Applicability

These admission regulations, combined with the General Admission Regulations for Master's Degree Programs at the University of Potsdam Not Related to Teacher Education (Zulassungsordnung – ZulO),

govern the admission requirements and the university selection process for the non-teaching-oriented master's degree program in Bioinformatics at the University of Potsdam. In all other respects, the ZulO shall apply.

Section 2 Assignment of Tasks in the Procedure

While conducting the admission and selection procedure, the Examining Board can assign specific tasks of a purely administrative nature to qualified employees of the degree program who are not members of the Examining Board.

Section 3 Admission Requirements

The following special admission requirements apply to the master's degree program in *Bioinformatics*:

- a) A first academic degree qualifying for a profession in a subject/degree program that is relevant to the master's degree program, such as biological sciences or in a comparable subject (e.g., biology or life sciences). Access is also possible on the basis of other successfully completed first academic degrees qualifying for a profession in a scientific discipline not related to teacher education with a relevant connection to the intended master's degree program (e.g., bioinformatics, computer sciences, physics, or mathematics) with a total of at least 180 CP; with at least 6 CP of proven programming skills.
- b) Competences that are equivalent to those described for the four bridge modules according to Section 5 subsection 1 no. I of the study and examination regulations for the master's degree program in *Bioinformatics*. Evidence of this is usually provided by successful participation in coursework totaling 24 CP within the framework of the bachelor's degree programs specified in letter a). For applicants who do not meet these requirements, the Examining Board can specify in the letter of admission that the student must complete a maximum of two bridge modules under Section 5 subsection 1 no. 1 of the Study and Examination Regulations for the Master's Program in *Bioinformatics* at the University of Potsdam as mandatory modules totaling 6 credit points (a maximum of 12 credit points) so as to match the admission requirements in the course of their studies. If additional requirements of more than 12 CP or more than two bridge modules would be necessary to match the required level of knowledge, then the admission requirements are not met.

¹ Approved by the President of the University of Potsdam on February 15, 2018.

Unofficial translation of the German original. In case of discrepancies between the two versions, the German-language version shall prevail.

- c) English language skills that correspond at least to level B2 of the Common European Framework of Reference for Languages. The required English-language proficiency is to be proven by one of the certificates listed in Section 4 subsection 1 of the ZulO.
- d) Applicants whose native language is not German must provide documentary proof of German language skills at the A2 level of the Common European Framework of Reference for Languages.

Section 4 Application Deadlines and Documents

(1) Applications for the first semester of study in the master's degree program in *Bioinformatics* are only possible for admission in the winter semester. Applications for a more advanced semester of study in the master's degree program in *Bioinformatics* are possible for admission in the winter and summer semester.

(2) The ZulO specifies application deadlines as long as the degree program does not have restricted admissions. If the degree program does have restricted admissions, then, in accordance with Section 6 subsection 3 of the ZulO, the latest application deadline for the winter semester is June 1 and for the summer semester December 1.

(3) In addition to the application documents mentioned in Section 5 subsection 3 letters a) to d) and f) ZulO, documentary evidence of the required English language skills in accordance with Section 3 c) in conjunction with Section 4 subsection 1 ZulO must be submitted if these are not contained in the Transcript of Records.

(4) If the degree program has restricted admissions, the following documents must be submitted in addition to the documents listed in Section 5 subsection 4 of the ZulO:

- a) if applicable, documentary evidence in accordance with Section 5 subsection 2 letter b) of research internships or professional experience directly related to the master's degree program in *Bioinformatics* acquired outside of higher education,
- b) if applicable, documentary evidence of suitable qualifications for the master's degree program in *Bioinformatics* in accordance with Section 5 subsection 2 letter c).

Section 5 University Selection Procedure

(1) If the degree program is subject to admission restrictions, a university selection procedure is implemented in accordance with Section 9 of the ZulO as part of the allocation procedure detailed in Section 8 of the ZulO. Its objective is to rank the applicants

according to the following guidelines.

(2) To establish the ranking, a total point value is calculated in accordance with Section 9 of the ZulO. To calculate the total point value in accordance with Section 9 of the ZulO, the following criteria are weighted as described:

- a) Average grade or current average grade: 80%,
- b) Documentary evidence of research internships completed in addition to previous studies, bioinformatics experience gained through professional activities, or further qualifications directly related to the master's degree program *Bioinformatics* acquired outside of higher education: 10%,
- c) Documentary evidence of special subject-specific achievements, such as scholarships, academic publications, prizes, or other awards related to the *Bioinformatics* master's degree program: 10%.

(3) The criteria b) and c) may be specified as: "existent/fulfilled" or "non-existent/not fulfilled".

Section 6 Entry into Force

(1) These regulations take effect on the day after their publication in the Official Announcements of the University of Potsdam (Bulletin UP).

(2) These regulations first apply to all admission procedures for the master's degree program in *Bioinformatics* carried out for the winter semester 2018/2019.