Subject-Specific Entrance and Admission Regulations for the Master's Degree Program in *Cognitive Systems: Language, Learning and Reasoning* at the University of Potsdam

dated December 14, 2016

The Faculty Council of the Faculty of Human Sciences of the University of Potsdam has approved, in accordance with Section 9 subsections 5 and 2, in combination with Section 72 and Section 64 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 Section 2 of the Law of July 1, 2015 (GVBl. I/15, [no. 18]), in combination 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 Law of December 17, 2015 (GVBl. I/15, [no. 38]), in combination 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. I/16, [no. 6]) and under Section 14 subsection 1 no. 2 of the Basic Constitution of the University of Potsdam of December 17, 2009 (Official Notices of the University of Potsdam 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 (Official Notices of the University of Potsdam no. 6/2015 p. 235), on December 14, 2016, the following ordinance: [1]

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[1] Approved by the President of the University of Potsdam on February 20, 2017.

§ 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 program in *Cognitive Systems: Language, Learning, and Reasoning* at the University of Potsdam. Otherwise, the admission regulations (ZulO) apply.

§   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 program who are not members of the Examining Board.

§ 3   Admission Requirements

(1) The following special admission requirements apply to the master's degree program in *Cognitive Systems: Language, Learning, and Reasoning*:

(a) A university degree in a subject essential for the *Cognitive Systems* degree program, such as computational linguistics, information science, linguistics or mathematics, with at least 180 CP of coursework.

(b) Evidence of knowledge that corresponds at least to the content of one of the three Bridge Modules FM1 (Foundations of Mathematics), FM2 (Foundations of Computer Science) or FM3 (Foundations of Linguistics) - see the Study and Examination Regulations for the Master's Degree in *Cognitive Systems: Language, Learning, and Reasoning*. This evidence is typically provided through successful participation in at least 9 credit points of coursework.

(c) Proof of programming knowledge. This evidence is typically provided through successful participation in at least 6 CP of coursework.

(d) English language skills that correspond at least to the C1 level of the Common European Framework of Reference for Languages. The required English-language skills are to be evidenced by one of the documents listed in Section 4 subsection 2 of the Admission Regulations (ZulO). The Examining Board issues decisions regarding credentials on a case by case basis.

(2) In a deviation from Section 4 subsection 4 of ZulO, German-language skills need not be demonstrated.

§ 4   Obligation to Complete Bridge Modules

Applicants who cannot demonstrate sufficient skills in accordance with Article 3 no. 1(b) in one or two of the Bridge Modules FM 1-3 (Foundations of Mathematics; Foundations of Computer Science; Foundations of Linguistics) can be admitted under the obligation to complete either the relevant modules during their master's studies. Further details are regulated by the study regulations.

§ 5   Application Periods and Documents

(1) It is only possible to apply for the first semester of the master's degree program in *Cognitive Systems: Language, Learning, and Reasoning* in the winter semester. Applications for later semesters of the *Cognitive Systems: Language, Learning and Reasoning* master's program can be submitted for the winter or summer semester.

(2) The ZulO specifies admission 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 materials listed in Section 5 subsection 3 letters a) through d) and f) of the ZulO, the following application materials must be submitted:

(a) Evidence of required programming skills (see Section 3 subsection 1 letter c).

(a) Evidence of knowledge in one of the modules FM 1-3 (see Section 3 subsection 1 letter b).

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

(a) A statement of purpose, written in English and with a maximum length of 5,000 characters, that describes the motives and aims that the applicant hopes to achieve in the master's degree program. In their statements of purpose, applicants should emphasize the specific skills that qualify them in particular for the master's degree program. The statement of purpose should also convey an impression of the applicant's personal and social engagement.

(b) If applicable, evidence of study or research stays abroad, or evidence of a professional internship or professional experience relevant to the content of the *Cognitive Systems* degree program, or semester projects and final theses that must still be completed;

(c) If applicable, evidence of the successful completion of coursework in subjects related directly to the planned master's degree program (at least 9 CP);

(d) If applicable, other evidence of achievements or excellence related to the degree program that permit expectations of high performance.

§ 6   Quota of International Applicants

At variance with the quota specified under Section 19 subsection 1 of the HZV, a quota of 50% is reserved for international applicants and for stateless applicants who are not accorded rights equal to Germans.

§ 7   University Selection Process

(1) If the master's program has restricted admissions, an admissions selection process is carried out under Section 9 of the ZulO with the objective of ranking the applicants as part of the admission allocation procedure under Section 8 of the ZulO.

(2) To establish the ranking, a total point value is calculated under Section 9 of the ZulO. In calculating the total point value under Section 9 of the ZulO, the following criteria are weighted as follows:

(a) Average grade or current average grade: 51%

(b) Relative grade: 13%

(c) A persuasive statement of purpose for the selected course of study: 9%

(d) Study or research stays abroad; internship and professional experience; semester projects or final theses completed that are related directly to the planned master's degree program: 9%

(e) Successful completion of coursework in subjects related directly to the planned master's degree program (at least 9 CP): 9%

(f) Other evidence of achievements or excellence related to the degree program that permit expectations of high performance: 9%.

Criterion (c) is graded (on a scale from 1.0 to 5.0, with 1.0 being best) and contributes to the total point score. The score is given as follows:

- highly persuasive statement of purpose: 1.0
- good statement of purpose: 2.0
- average statement of purpose: 3.0
- weak statement of purpose: 4.0
- non-persuasive statement of purpose: 5.0.

Criteria (d) through (f) can also be graded as "existent / fulfilled" or "non-existent / not fulfilled." If materials to prove this selection criterion are missing at the application deadline listed in Section 5 subsection 4, the criterion is included towards the total point value as "non-existent."

§ 8   Taking Effect

(1) The regulations take effect on the day of their publication in the Official Public Notices of the University of Potsdam.

(2) These regulations first apply to all admissions processes for the *Cognitive Systems: Language, Learning, and Reasoning* master's degree program conducted in the winter semester 2017/2018.