

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

December 14, 2016

On December 14, 2016, the Faculty Council of the Faculty of Science at the University of Potsdam has approved the following regulations pursuant to Section 9 subsection 5 sentence 2 in connection 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]), last amended by Section 2 of the law of July 1, 2015 (GVBl. I/15 [no. 18]) in connection with Section 5 subsection 4, Section 7 subsection 2, Section 8 subsection 2, and Section 16 subsection 2 of the Brandenburg Higher Education 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 connection with Section 2 subsections 1-3 and 5, Section 19 subsection 1, and Section 20 of the Higher Education Admission Regulations (HZV) of February 23, 2016 (GVBl. II/16, [no. 14]) and pursuant to Section 21 subsection 1 no. 2 of the Basic Constitution of the University of Potsdam (GrundO) of December 17, 2009 (Bulletin UP no. 4/2010 p. 60) in the Third Amended Version of the Basic Constitution of the University of Potsdam (GrundO) of April 22, 2015 (Bulletin UP no. 6/2015 p. 235) and the General Admission Regulations for Master's Degree Programs at the University of Potsdam Not Related to Teacher Education (Zulassungsordnung, ZulO) of February 24, 2016 (Bulletin UP no. 3/2016 p. 76):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 Toxicology 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 prerequisites apply to the Master's program in Toxicology:

(a) An undergraduate academic degree in chemistry, biochemistry, food chemistry, food science, biology, pharmacy, medicine, or veterinary medicine; the scope of the degree must at minimum equate to a 180-CP Bachelor's degree; academic degrees in related fields may be recognized provided they are equivalent or comparable.

(b) Proof of a share of classes in chemistry, biology, pharmacy, or medicine relevant to the Toxicology Master's program comprising at least 60 credit points.

(c) Proof of English-language skills that correspond at least to Level C1 of the European Framework for Languages. The required English-language proficiency is to be proven by one of the documents listed in Section 4 subsection 2 of the Admission Regulations (ZulO). As well as the documents listed in Section 4 subsection 2 of the ZulO, the DAAD English Language Test Level B is acceptable as proof of language proficiency; the Examining Board issues decisions regarding equivalent credentials on a case-by-case basis.

(2) In a deviation from Article 4 Para 4 of the ZulO, German language skills are not required.

§ 4 Application Periods and Documents

(1) The application for the Master's program in Toxicology, when matriculating as of the first semester, can only begin in the winter semester. The application for the Master's program in Toxicology,

when matriculating as of a later semester, can begin in either the winter or summer semester.

(2) The ZulO specifies admission deadlines, as long as the course of study does not have restricted admissions. If the course of study does have restricted admissions, then, in accordance with Article 6 Para 5 (3) of the ZulO, the 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), b), c), e), and f) of the ZulO, the following application materials shall be submitted:

- (a) Proof of English-language skills that correspond at least to Level C1 of the Common European Framework for Languages.
- (b) Proof of relevant qualifications for the Toxicology program under Section 3 subsection b) if the qualification is not clear from the Transcript of Records.

(4) If the program has restricted admissions, the following materials must be submitted in addition to those listed under Section 5 subsection 4: Proof of relevant qualifications or relevant professional experience for the Toxicology program in accordance with Section 6 subsection 2 (c).

§ 5 Quota of International Applicants

At variance with the quota specified under Section 19 subsection 1 of the Higher Education Admission Regulations (HZV), a quota of 25% is reserved for international applicants and for stateless applicants who are not accorded rights equal to Germans.

§ 6 University Selection Process

(1) If the program has restricted admissions, a university selection process is carried out under Section 8 of the ZulO with the objective of ranking the applicants as part of the admission allocation procedure under Section 7 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) Other criteria: 36%:
 - Relevant qualifications for the Toxicology program, i.e. toxicological studies, toxicological internships, or relevant professional experience in toxicology. This criterion has the following options: “present/satisfied” or “absent/not satisfied” (10%).

- The results of a selection interview to be conducted with the applicants according to Section 7 (26%).

§ 7 Selection Interviews

(1) The number of invitations for selection interviews is limited to three times the number of available openings for students in the university selection process.

(2) If the number of applicants exceeds the number of available openings for students in the university selection process, the number of applicants to be invited to a selection interview is at most three times the number of available openings for students in the university selection process. Applicants shall be selected for interviews based on their average grades.

(3) Timing/Invitation

Invitations are sent in the second half of June. The interviews take place in July.

(4) Implementation/Duration

The interviews are held as group interviews with 3–5 participants each. Each interview lasts 30 minutes, during which minutes are recorded.

(5) Purpose

The selection interview, conducted in English, addresses knowledge in the scientific foundations. It serves to reveal the applicants’ motivation, their ability to conduct discussions in English, and their identification with their chosen academic program and aspired profession. It also serves to prevent misconceptions about the program’s requirements.

(6) The selection interview is graded between 1.0 and 5.0. The grade corresponds to the following:

- Very persuasive selection interview: 1.0
- Good selection interview: 2.0
- Average selection interview: 3.0
- Poor selection interview: 4.0
- Unpersuasive selection interview: 5.0

§ 8 Validity

(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 the admissions process for students seeking to matriculate in the Toxicology Master’s program in winter semester 2017–18.