

**Specific part of the admission and enrollment regulations for the consecutive
Master's degree program “Artificial Intelligence for Molecular Sciences”
at the Technische Universität Braunschweig**

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§ 1 Scope of Application

- (1) These regulations govern in addition to the General Admission Regulations for Master's degree programs at the Technical University of Braunschweig (Allg. ZO-MA) access and admission to the consecutive Master's program "Artificial Intelligence for Molecular Sciences".
- (2) Admission requirements are governed by § 2. The TU Braunschweig carries out a university-internal procedure for verification of the admission requirements for all allotted study slots.
- (3) If more applicants meet the admission requirements for an admission-restricted degree program than there are slots available, slots will be allocated according to the results of the university's own selection procedure (§ 4). This also takes place if fewer applicants fulfill the necessary admission requirements than there are slots available.

§ 2 Admission Requirements

- (1) As a prerequisite for admission to the consecutive Master's program "Artificial Intelligence for Molecular Sciences" the applicant must

- a) 1. have obtained a Bachelor's degree or an equivalent degree in Chemistry, Food Chemistry, Biology, Biotechnology or in a comparable degree program with at least 180 credit points in accordance with paragraph 2, either at a German university or at a university belonging to one of the Bologna signatory states

or

2. have obtained an equivalent degree in Chemistry, Food Chemistry, Biology, Biotechnology or in a comparable degree program in accordance with paragraph 2 at another foreign university. Equivalency shall be determined in accordance with the assessment proposals of the Central Office for Foreign Education (ZAB) of the Secretariat of the Standing Conference of the Ministers of Education and Cultural Affairs (<http://www.anabin.kmk.org>).

A degree program is suitable if at least 120 credit points have been earned in natural science subjects, at least 100 of which must be in chemical, biological or biochemical subjects.

and

- b) prove language proficiency in accordance with section 5
- (2) The selection committee decides whether the previous studies are comparable in their studied subjects (§ 6). This decision may be subject to the additional binding condition that any missing knowledge and skills must be obtained within two semesters by the applicant.

- (3) Deviating from section 1 a), applicants are also provisionally entitled to admission if they do not yet have a Bachelor's degree (or an equivalent degree) at the time of application, if at least 146 credit points (81%) in the case of a degree program with a total number of 180 credit points or at least 170 credit points (81%) in the case of a degree program with a total number of 210 credit points have been achieved and it is expected that the Bachelor's degree or an equivalent degree will be obtained by 31.03. of the respective winter semester at the latest. An average grade is to be determined from the grades achieved by the end of the application period in the degree program that justifies admission. This average grade is taken into account in the selection procedure in accordance with § 4 section 2 and 3, regardless of whether the result of the final grade of the Bachelor's degree (or equivalent degree) differs from it.
- (4) Applicants who still have to complete missing modules in accordance with § 2 section (2) will be exmatriculated upon expiry of the deadline in accordance with § 19 section 6 sentence 3 no. 2 NHG if they do not complete the required coursework within the first two semesters and do not submit proof of this by 30.09. or 31.03. of the following year with the exception of hindering circumstances not resulting from the applicants' actions. Applicants whose degree in accordance with section 3 was not yet available at the time of application will be exmatriculated upon expiry of the deadline if they have not submitted their Bachelor's certificate (or equivalent certificate) to the university by March 31 of the respective winter semester if they commence their studies in the winter semester or by September 30 of the respective summer semester if they commence their studies in the summer semester, with the exception of hindering circumstances not caused by the applicant.
- (5) Applicants whose native language is not English must have sufficient knowledge of the English language. Sufficient knowledge of English must be demonstrated by at least the minimum performance in the following internationally recognized tests or by equivalent tests:

English test	Minimum performance
Test of English as a Foreign Language (TOEFL), Internet-based test/IBT www.ets.org	95 points
Cambridge English: Advanced (CAE) www.cambridgeenglish.org	Grade B or higher
Cambridge English: Proficiency (CPE) www.cambridgeenglish.org	Grade C or higher
International English Language Testing System (IELTS) www.ielts.org	Band 6.5 or higher
Language certificate (English Language Proficiency Report) from the Language Center of the TU Braunschweig.	At least two skills at B2 level and two skills at C1 level

Successful completion of one of the tests may not date back more than three years prior to the successful submission of the application for admission to the Master's degree program. Upon written request, applicants who have obtained an English-language degree may be exempt from the obligation to provide proof of English language skills.

- (6) Knowledge of the German language is not required.

§ 3 Start of Studies, Application for Admission, Application Deadline

- (1) The Master's degree course "Artificial Intelligence for Molecular Sciences" begins in the winter semester. The application for admission to the Master's degree program "Artificial Intelligence for Molecular Sciences" must be submitted by 15 July (cut-off deadline) for the winter semester and by 15 January (cut-off deadline) for the summer semester in accordance with the provisions of § 3 Section 5 of the General Admission and Enrollment Regulations for Master's degree programs at TU Braunschweig. For applications outside of the procedure for the allocation of study slots and the set admission slot quantity the provisions of § 3 section 5 of the General Admission and Enrollment Regulations for Master's degree programs at TU Braunschweig apply. The applications according to sentences 2 and 3 only apply to the allocation of study slots for the relevant application deadline. The university is not obliged to check the information provided by applicants ex officio.
- (2) The application in accordance with section 1 sentence 2 must be accompanied by the following documents in certified German or English translation, if the originals are not in English or German. In cases of certified original documents like certificates and credentials, the translated documents have to be certified too.
 - a) the degree certificate of the degree program in accordance with § 2 section 1 a) or - if this is not yet available - a certificate of completed work, the credit points, the total credit points and the average grade, respectively including a list of the modules completed (e.g. Diploma Supplement),
 - b) Curriculum vitae,
 - c) Proof of English language skills according to § 2 section 5,

The requirements according to sentence 1 also apply to applications outside of the set study slot capacity. However, this does not affect further requirements applicable in these procedures. In particular, a written assurance must be submitted that neither a final nor a provisional full or partial admission to the Master's degree program "Artificial Intelligence for Molecular Sciences" or a related degree program has been obtained for a university in the Federal Republic of Germany or in a member state of the European Union. The affidavit must state the applicant's nationality.

- (3) Applications that are not complete, in due form and time will be excluded from the further procedure. The submitted documents remain with the university.

§ 4 Selection and admission procedure

- (1) Admission is generally granted for the Master's degree program "Artificial Intelligence for Molecular Sciences".
- (2) Study slots are allocated according to the results of the university's own selection procedure.

- (3) A selection interview will be conducted in accordance with § 5, in which at least 5 points must be achieved. Applicants who have not achieved at least 5 points in the selection interview cannot be admitted.
- (4) The selection decision is made as follows:
- a) Taking into account the final grade or average grade according to § 2 section 3, a ranking list is formed in which position 1 is awarded for the best grade. If the final grade or average grade is the same, the ranking is determined by drawing lots.
 - b) In the order of the ranking list, the selection committee or the persons appointed by it (§ 6) will conduct selection interviews (§ 5) with the applicants. The number of selection interviews is limited to twice the number of study slots to be allocated.
 - c) The final grade (converted into points, A) is weighted in combination with the number of points (B) awarded in the selection interview in accordance with § 5 paragraph 3. The weighting of the final grade to the selection interview is 60% to 40%.

The conversion of the final grade is based on the following table:

Grade	1,0-1,2	1,3-1,6	1,7-1,9	2,0-2,2	2,3-2,6	2,7-2,9	3,0-3,2	3,3-3,6	3,7-3,9	4,0
Points	10,0	9,5	9,0	8,5	8,0	7,5	7,0	6,5	6,5	6,0

The weighted combination is calculated using the following formula:

$$[(6 \times A) + (4 \times B)] / 10.$$

- d) On the basis of this calculation, the selection committee or the persons appointed by it form a new ranking list in which list position 1 is awarded for the highest number of points achieved. In the event of a tie, the final grade A determines the order. If there is still a tie between individual applicants, the ranking on the list is determined by drawing lots.
- (4) Otherwise, the general provisions of the university's matriculation regulations remain unaffected.

§ 5 Selection Interview

- (1) Applicants must have a selection interview in English with the selection committee or with the persons appointed by it (§ 6) prior to admission. This selection interview will be assessed. Applicants who score less than 5 points in the selection interview will be denied admission.
- (2) The following principles apply to the selection interview: The selection interview is usually conducted online via video conference from mid-July to the end of August or from mid-January to the end of February for students starting in the summer semester. The exact dates and location of the interview will be announced at an appropriate time before the selection interviews begin. Applicants will be invited to the selection interview in good time.

The selection committee or the persons appointed by it in accordance with § 6 will conduct individual interviews with the applicants, usually lasting 15 minutes. The main questions and answers during the interview will be documented in a protocol which is to be signed by the members of the selection committee or the persons appointed by it. The protocol must show the date and place of the interview, the names of the committee members or the persons appointed by them, the name of the applicant and the assessments result.

- (3) The selection committee or the persons appointed by it conduct the selection interviews in English. The selection interview is intended to show whether the applicant is suitable for the selected degree program. The interview covers the following aptitude parameters:
1. specific talents and interests of the applicant that could have a positive impact on the studies,
 2. Ability to work in a scientific or fundamentals- and method-oriented manner,
 3. Knowledge of the scientific foundations or fundamental knowledge from the previously obtained degree, respectively.

Either 0 points, 1 point or 2 points are awarded for each of the parameters. These points correspond to the following rating:

- 0 = not given or not convincingly presented.
- 1 = partially given and/or partially presented.
- 2 = given and/or convincingly presented.

Aptitude parameters 2 and 3 are weighted twice when awarding points. A total of up to 10 points can be awarded for the selection interview.

- (4) If an applicant fails to appear for the interview without good cause, he or she will be excluded from further proceedings. If there is an important reason, the selection committee or the persons appointed by it will set a new date for the selection interview upon request. Proof of good cause and the request for a new date must be submitted to the selection committee or the persons appointed by it without delay, but at the latest within two days of the date initially set.

§ 6 Selection Committee

- (1) The Faculty of Life Sciences forms a selection committee for the Master's degree program "Artificial Intelligence for Molecular Sciences" for the preparation of the selection process and the admission decision.
- (2) The selection committee consists of three voting members from the group of university lecturers or academic staff and one member of the student group in an advisory capacity. At least one member must belong to the university lecturers' group. The members and deputy members are appointed by the Faculty Council of the Faculty of Life Sciences.

The term of office of the regular members is two years, that of the student member is one year; reappointment is possible. The selection is quorate if at least two members with voting rights are present.

- (3) The tasks of the selection committee are:
- a) Verification of the Admission requirements according to § 2
 - b) Decision as to whether a degree program is to be regarded as subject-specific in accordance with § 2 section 1 a),
 - c) Decision on additional provisions pursuant to § 2 section 2 sentence 2
 - d) Conducting the selection interviews in accordance with § 5
 - e) Formation of a ranking list of admissible applicants in accordance with § 4 based on the results of the selection interviews and
 - f) Notification of the ranking list according to e) to the Matriculation Office or the International Office, which issues the letter of admission or the letter of rejection to the applicant.
- (4) The selection committee may nominate other suitable persons who belong to the group of university lecturers or academic staff to conduct the selection interviews (§ 5)

§ 7 Notification, Subsequent Admission Procedure, Conclusion of the Procedure

- (1) Applicants who are accepted for admittance will receive a letter in writing or electronically of admission from TU Braunschweig. The letter will specify a deadline by which the applicant must declare in electronically or in writing whether he or she accepts the study slot. If this declaration is not submitted in due time and form, the letter of admission becomes invalid. This legal consequence must be pointed out in the letter of admission.
- (2) Applicants fulfil the admission requirements, but who are denied admittance will receive a letter of rejection in writing or electronically with information on legal remedies. As a selection procedure in accordance with § 4 has been carried out in advance, the rank achieved and rank of the last admitted applicant shall be listed. Applicants who could not be admitted in the previous selection procedure – despite fulfilling the admission requirements – will take part in a succession procedure without further declaration of participation. Further notifications will only be issued in the event of admission.
- (3) The subsequent succession procedure is carried out on the basis of the ranking list formed in accordance with § 4 section 3.
- (4) Admission procedures are completed by the beginning of the semester at the latest. Study slots still available after this date will be allocated by lot upon informal application,

provided that the admission requirements according to § 2 are met. The application period for this begins six weeks before the start of the semester (start of semester: 01.10 or 01.04. of a year) and ends with the conclusion of the procedure.

§ 8 Admission for higher academic semesters

- (1) The prerequisite for admission to a higher academic semester is a degree program (or other degree) completed in accordance with § 2 section 1 a) and the required minimum score in the selection interview in accordance with § 2 section 1 c) as well as the prerequisite in accordance with § 2 section 5. The selection committee can make the determination as to whether the previous studies are suitable for the subject with the additional provision that missing knowledge and competences amounting to a maximum of 15 LP must be retaken by the time the Master's thesis is registered.
- (2) The available study slots in a higher admission-restricted semester are allocated to applicants in the following order,
 - a) for whom a denial of admission for personal reasons would mean exceptional hardship
 - b) are or were enrolled in the same or a comparable degree program
 - aa) at another German higher education institution or a higher education institution of another Member State of the European Union or another state party to the Agreement on the European Economic Area
 - bb) at a foreign university with German citizenship or equivalent to German citizens under admission law
 - c) who assert other reasons.

Applicants for admission-restricted degree programs must prove that they have the required level of proficiency for the degree program in the higher semester.
- (3) Within each of the three case groups in paragraph 2 section 1, admission is determined by the social, in particular family and economic reasons relevant to the choice of place, in the case of equal ranking by the average grade, and ultimately by lot in the case of similar cases. The average grade is determined on the basis of the performance achieved to date.
- (4) In deviation from section 1 Applicants who have not yet completed their Bachelor's degree by the application deadline may be admitted if they can prove that they meet the admission requirements in accordance with § 2. The Bachelor's certificate must be submitted upon enrollment. If the Bachelor's degree has not yet been completed at the time of enrollment, the admission expires.

§ 9 Entry into force

These regulations come into force on the day after their university-public announcement.

