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### **Faculty of Law:**

Following the resolution of the Faculty Council of the Faculty of Law dated 25.01.2017 and the Senate of the University of Göttingen of 08.03.2017, the Foundation Committee of the Georg-August-Universität Göttingen, foundation under public law has approved the Regulations on admission requirements and on admission to the advanced Master's degree programme "European and Transnational Intellectual Property and Information Technology Law" on 07.04.2017 (§ 44 section 1 sentence 1 NHG in the version of the announcement dated 26.02.2007 (Nds. GVBl. p. 69), last amended by Article 12 of the Act dated 20.12.2016 (Nds. GVBl. p. 308); § 41 section 1 sentence 1 NHG in conjunction with § 18 section 6 sentences 1 and 3, section 8 NHG and § 7 section 1 sentence 1 NHZG in the version announced on 29.01.1998 (Nds. GVBl. p. 51), last amended by Article 2 of the law dated 15.12.2015 (Nds. GVBl. p. 390); § 62 section 4 sentence 1 NHG, § 60 a section 1 sentence 1 NHG in conjunction with § 18 section 6 sentences 1 and 3, section 8, section 14 NHG and § 7 section 2 NHZG).

**Regulations on admission requirements and on admission  
to the advanced Master's degree programme  
"European and Transnational Intellectual Property and Information Technology  
Law" of the Georg-August-Universität Göttingen**

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## **I. Scope**

### **§ 1 Scope**

(1) These regulations govern entry and admission to the Master's degree programme in "European and Transnational Intellectual Property and Information Technology Law".

(2) The university conducts an autonomous procedure to determine the qualifications for entry for all university places to be awarded in the Master's degree programme in "European and Transnational Intellectual Property and Information Technology Law" in accordance with the following provisions.

(3) <sup>1</sup>If the number of applicants who meet the qualifications for entry exceeds the available places, the university awards the places based on the results of its own selection procedure.

<sup>2</sup>If the number of applicants who meet the qualifications for entry falls short of the available places, a selection procedure does not take place.

## **II. Authorisation**

### **§ 2 Qualifications for Entry**

(1) <sup>1</sup>Applicants seeking admission to the Master's degree programme must demonstrate special aptitude. <sup>2</sup>Specialist suitability is present, when the applicant has successfully completed

a) the first legal examination or

b) a Bachelor course of studies in law with a standard course length of at least 8 semesters and to the extent of 240 ECTS credits (ECTS-Credits, abbreviated: C) or

c) a technically relevant course of studies as per section 2 with degree at least equivalent to the degrees as per a) or b) at a German university or a university domiciled in one of the Bologna signatory states.

<sup>3</sup>The degree examinations, which are equivalent to the qualifications under sentence 2 and have been passed in a country other than the Bologna Signatory States, require the assessment of equivalence in consideration of the proposals by the Central Office for Foreign Education (ZAB) at the office of the permanent conference of the federal ministers of cultural affairs in Federal Republic of Germany (KMK) for the accreditation and assessment of foreign proof of academic qualification that are laid down at the URL <http://anabin.kmk.org>. <sup>4</sup>The grades of the foreign proof of academic qualification should be converted to the German grading system.

(2) <sup>1</sup>The decision whether an undergraduate degree is technically related (subject relevance) within the meaning of section 1 is made by the selection committee formed in accordance with § 4. <sup>2</sup>Requirement for subject relevance of the undergraduate degree is the proof of at least the following components:

- Examination components in the subject of Law with at least 60 credits, or
- Examination components to the extent of at least 60 credits from the areas of (natural) sciences, engineering, information technology, economic sciences, media studies, culture administration or other areas, which touch upon fields of the law of information technologies and intellectual property, in this at least 15 credits in the area of Law.

<sup>3</sup>The selection committee may require the completion of pending examination components under sentence 2 within two semesters for assessing the subject relevance; in this case, assessment of subject relevance and the entry is subject to termination until proof of the pending examination components, which should be submitted within two semesters from the time of enrolment at the University (final deadline). <sup>4</sup>If the proof of the pending examination components is not submitted within the deadline, the assessment of the subject relevance and a related letter of admission will become ineffective. <sup>5</sup>The assessment of the subject relevance is omitted if the components under sentence 2 that have not been accomplished yet have a rating of more than 15 credits.

(3) <sup>1</sup>Notwithstanding paragraph 1 sentence 2 letter b, even someone who has completed a Bachelor's course of studies in law or another technically relevant course of studies as per section 2, with a standard course length of at least six semesters and to the extent of 180 ECTS credits, is also entitled to entry. <sup>2</sup>In this case there will be an admission with the incidental provision that when obtaining the Master's degree generally at least 300 ECTS credits have been acquired taking into account the previous Bachelor's course of studies or equivalent. <sup>3</sup>The selection committee determines on the basis of the preliminary education demonstrated, how many ECTS credits have to be acquired additionally by the applicant. <sup>4</sup>It can take into account performance outside the preliminary education, achievements as per section 2 sentence 3 and professional skills acquired outside college. <sup>5</sup>The admission to the Master degree programme expires, if a proof of the additionally acquired ECTS credits has not been provided before the conclusion of the course of study and the applicant is responsible for this; the enrolment is likewise conditional until proof is produced and can be terminated.

(4) <sup>1</sup>Further requirement for entry to the Master's degree programme is the evidence of at least one year of relevant (qualified) professional experience. <sup>2</sup>The professional experience is relevant (qualified), if it requires the qualifications obtained in a course of studies as per paragraphs 1 to 3, and was acquired after this degree. <sup>3</sup>Provided a proof regarding relevant (qualified) professional experience has not yet been produced to the minimum extent essential up to the time of application, this has to be provided for the enrolment for a winter semester up to 30.09. to the Faculty of Law; in this case at least one account of the professional function has to be presented.

(5) <sup>1</sup>Applicants whose native language is not English must show adequate English language skills. <sup>2</sup>Adequate English language skills should be proven through minimum performance in an internationally accredited test or successfully completed course of studies as follows:

- a) Cambridge Certificate in Advanced English (CAE) with at least a “C” grade;
- b) Cambridge Certificate of Proficiency in English (CPE);
- c) “International English Language Testing System” (IELTS), at least band 6;
- d) Written test in "Test of English as a Foreign Language" (TOEFL PBT) with at least 550 points;
- e) Internet-based test “Test of English as a Foreign Language” (TOEFL iBT) with at least 80 points;
- f) UNlcert: at least level III;
- g) Other proof based on the Common European Framework for Languages (GER), at least level C1;
- h) successful completion of at least a one-year degree programme conducted in English.

<sup>3</sup>Successful completion of the test may not be more than three years before the application for admission for this Master’s degree programme is received. <sup>4</sup>The obligation to prove a test need not be met by applicants with at least two years spent studying or working abroad in an English-speaking country within the last five years before submitting the application for admission. <sup>5</sup>The proof of sufficient English language skills should be shown to the Faculty of Law during enrolment for a winter semester until 30.09.; the proof is an enrolment prerequisite; conditional enrolment does not take place.

(6) Knowledge of the German language does not have to be demonstrated.

(7) Besides, the general provisions of the enrolment regulations of the University of Göttingen for enrolment remain unaffected.

### **III. Selection Procedure**

#### **§ 3 Start of Programme, Application for Admission, Closing Date**

(1) <sup>1</sup>The Master’s degree programme starts in each case with the winter semester. <sup>2</sup>The written admission application for the Master’s degree programme must have been submitted to the university using the forms provided at the online portal for downloading, along with the application documents required in accordance with section 2 by 30.06 for the winter semester.

<sup>3</sup>The application is valid only for awarding university places for the relevant admission date.

<sup>4</sup>The university is not bound to review the details of the applicants officially.

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

- a) The course completion certificate(s) of the applicant in the form of attested copies or certified German or English translations, if the originals are not created in English or German;
- b) A personal data sheet written in English with a convincing description of the educational career with a photograph;
- c) Proof of relevant, qualified professional experience, generally demonstrated by certificates and certificates of the employer and/or master;
- d) Proof of sufficient English language skills, if the mother tongue of the applicant is not English;
- e) A declaration on whether the applicant has already successfully or unsuccessfully completed a master degree programme in a closely related subject area or has not completed it yet;
- f) Proof of special skills that are required for successful completion of this degree programme, especially language skills, study-related internships and research experience, as far as available;
- g) In case of a technically relevant preliminary degree to the extent of less than 240 ECTS credit points, if necessary proof of achievements outside the preliminary degree and additional professional experience.

(3) <sup>1</sup>Applications that are not submitted complete, or in due form and time, shall be excluded from the further procedure. <sup>2</sup>The documents submitted remain with the university.

(4) If a prospective student establishes that he or she is disadvantaged in the selection procedure with respect to other applicants due to a handicap, a suitable compensation of disadvantage is to be granted by the selection committee upon request.

#### **§ 4 Selection Committee for the Master's Degree Programme**

(1) To prepare for the selection, the Faculty of Law of the university forms at least one selection committee for this degree programme.

(2) <sup>1</sup>A selection committee is comprised of three members, who belong to the academic staff working full-time or the professoral group, and a member of the student union with advisory vote. <sup>2</sup>At least one member must belong to the professoral group. <sup>3</sup>The members are appointed by the Faculty Council of the Faculty of Law. <sup>4</sup>The tenure of the members is two years, while that of the student union member is one year. <sup>5</sup>Reappointment is possible. <sup>6</sup>The selection committee has a quorum if at least two members eligible to vote are present, of which at least one of the professoral group is present.

(3) The tasks of the selection committee are:

- a) Examination of the incoming admissions applications for formal correctness,
- b) Examination and if necessary, review of the entry qualifications,

- c) Decision regarding specifications for admission as specified under § 2 paragraph 2 sentence 3;
- d) Conducting the interviews in accordance with § 8,
- e) Decision on the admission or rejection of the applicant.

(4) The selection committee reports to the Faculty Council of the Faculty of Law or the dean about the experience gathered and submits any suggestions for further development of the awards procedure, after conclusion of the same.

### **§ 5 Sequence of the Selection Procedure**

(1) A selection procedure includes the award of university places related to the specific admission date.

(2) <sup>1</sup>The admissions applications are decided in a main procedure and in the procedure for subsequent admissions, if required. <sup>2</sup>In the first step of the main procedure, the university places will be awarded at first to the applicants entitled to admission with outstanding suitability (best quota; § 6). <sup>3</sup>In the second step the remaining places are awarded to the applicants entitled to admission according to combination of several criteria (combination quota; § 7) taking into consideration the results of the interview (§ 8).

(3) <sup>1</sup>Any persons admitted based to the selection procedure on the best quota will not be eligible to participate in the selection procedure within the combination quota. <sup>2</sup>Anyone who has been awarded admission in the best quota or the combination quota, will not participate in a procedure for subsequent admissions.

(4) The selection committee can consider in the event of an overbooking that some university places may not be accepted.

(5) The remaining university places from the best quota are included in the combination quota.

(6) Moreover, the general provisions of the enrolment regulation of the university for enrolment remain unaffected.

### **§ 6 Best Quota**

(1) <sup>1</sup>For the selection as part of the best quota, a ranking list is generated in accordance with the provisions under section 2. <sup>2</sup>70% of the university places are awarded according to this ranking list, beginning with place 1. <sup>3</sup>In case of identical ranking, the ranking is determined according to the result of the bachelor degree or an equivalent degree; apart from this, a draw will decide the outcome in case of identical ranking.

(2) For generation of the ranking list, a points scheme with which a maximum of 50 points are attainable is used.

- a) Depending on the result of the Bachelor's grade or the grade of an equivalent degree certificate, the applicant will receive the points as follows::
- |                                  |            |
|----------------------------------|------------|
| 1.0                              | 30 points, |
| over 1.0 up to and including 1.1 | 29 points, |
| over 1.1 up to and including 1.2 | 28 points, |
| over 1.2 up to and including 1.3 | 27 points, |
| over 1.3 up to and including 1.4 | 26 points, |
| over 1.4 up to and including 1.5 | 25 points, |
| over 1.5 up to and including 1.6 | 24 points, |
| over 1.6 up to and including 1.7 | 23 points, |
| over 1.7 up to and including 1.8 | 22 points, |
| over 1.8 up to and including 1.9 | 21 points, |
| over 1.9 up to and including 2.0 | 20 points, |
| over 2.0 up to and including 2.1 | 19 points, |
| over 2.1 up to and including 2.2 | 18 points, |
| over 2.2 up to and including 2.3 | 17 points, |
| over 2.3 up to and including 2.4 | 16 points, |
| over 2.4 up to and including 2.5 | 15 points, |
| over 2.5 up to and including 2.6 | 14 points, |
| over 2.6 up to and including 2.7 | 13 points, |
| over 2.7 up to and including 2.8 | 12 points, |
| over 2.8 up to and including 2.9 | 11 points, |
| over 2.9 up to and including 3.0 | 10 points, |
| over 3.0 up to and including 3.1 | 9 points,  |
| over 3.1 up to and including 3.2 | 8 points,  |
| over 3.2 up to and including 3.3 | 7 points,  |
| over 3.3 up to and including 3.4 | 6 points,  |
| over 3.4 up to and including 3.5 | 5 points,  |
| over 3.5 up to and including 3.6 | 4 points,  |
| over 3.6 up to and including 3.7 | 3 points,  |
| over 3.7 up to and including 3.8 | 2 points,  |
| over 3.8 up to and including 3.9 | 1 point,   |
| over 3.9 up to and including 4.0 | 0 points.  |

If applicants are applying on the basis of a degree in which the assessment of examination results is done on the basis of regulation via a grade and points scale, for the first and second legal examination of 03.12.1981 (BGBl. I pg. 1243), last



amended by the Act dated 19.04.2006 (BGBl. I pg. 866), the points attained (P) are converted into grades and then points are awarded as per sentence 1:

The grade is:

- for P at least 13 very good (1.0),
- for P equal to 12 up to 13 very good (1.3),
- for P equal to 11 up to 12 good (1.7),
- for P equal to 10 up to 11 good (2),
- for P equal to 9 up to 10 good (2.3),
- for P equal to 8 up to 9 satisfactory (2.7),
- for P equal to 7 up to 8 satisfactory (3),
- for P equal to 6 up to 7 satisfactory (3.3),
- for P equal to 5 up to 6 fair (3.7),
- for P equal to 4 up to 5 fair (4),
- for P up to 4 fail (5),

b) Specialised knowledge that is required for successful completion of this degree programme gets the applicant maximum 20 points as follows:

5 points in each case for the proof of specialised examination components, wherein the following examination components can be considered:

- Professional experience (which is over and above the entrance requirement) or research experience in technically relevant areas to the extent of a total of 3 months,
- Bachelor thesis, Specialization seminar thesis or academic publications regarding one of the technically relevant topics for this Master's degree programme,
- Special knowledge in research areas law of information technology or law relating to intellectual property,
- Master degree or at least an equivalent degree or successful doctoral studies of at least one year in a technically relevant area.

c) The points attained under points a) and b) are added.

(3) <sup>1</sup>Applicants who are admitted as part of the best quota receive a letter of admission from the university in a text form. <sup>2</sup>This letter specifies the deadline, within which the applicant should enrol or declare in writing, whether he or she accepts the university place. <sup>3</sup>In the event that the enrolment or the declaration as specified under sentence 2 are not submitted in due form and time, the letter of admission will become ineffective. <sup>4</sup>These legal consequences must be pointed out in the letter of admission.

(4) The admitted students do not take part in the further procedure any longer.

## **§ 7 Combination Quota**

(1) For the selection as part of the combination quota, a ranking list is generated in accordance with the following provisions. <sup>2</sup>30% of the university places are awarded according to the ranking list, beginning with place 1.

(2) The selection is made on the basis of a combination of the following criteria:

- a) Based on a ranking list, which is generated according to the procedure under § 6 paragraph 2, and
- b) according to the result of an interview with the applicant.

(3) The selection committee screens the received applications according to section 4 and selects from the screened applicants on the basis of the selection criteria mentioned in sections 2 and 5.

(4)<sup>1</sup>The received applications are screened to at least twice the number of university places to be awarded as per the selection procedure for limitation of the number of participants for the interview.

<sup>2</sup>This is based on a ranking according to § 6 section 2. <sup>3</sup>In the event of an identical ranking, the standing is determined by the result of the Bachelor degree or equivalent degree; beyond that all applicants in the highest ranking will be permitted to participate.

(5) <sup>1</sup>The selection is made on the basis of a ranking list, in which a maximum of 77 points are attainable. <sup>2</sup>This is generated in accordance with the following provisions:

- a) The applicant will be credited with the points acquired as part of the assessment according to § 6 paragraph 2.
- b) Points are awarded to the applicant as follows, depending on the assessment of the degree of suitability in the interview:

- ba) Depending on the type and scope of the particular specialist knowledge, points are awarded to the applicant as follows:

The applicant has:

very good knowledge	9 points,
good knowledge	6 points,
satisfactory knowledge	3 points,
poor knowledge	0 points,

- bb) Depending on the type and scope of the particular practical professional knowledge or performances outside of the university which are relevant to the studies points are awarded to the applicant as follows:

The applicant has:

very good knowledge	9 points,
good knowledge	6 points,
satisfactory knowledge	3 points,

	poor knowledge	0 points,
bc)	Depending on the justification of the motivation to study, the applicant is awarded points: The reasons are:	
	very convincing	9 points,
	convincing	6 points,
	not very convincing	3 points,
	hardly convincing	0 points,

c) The points attained under points a) and b) are added.

(6)<sup>1</sup>If there are equal ranks after preparation of the ranking, the ranking is determined by the result of § 6 paragraph 2, furthermore, as per the result of the Bachelor degree or an equivalent degree. <sup>2</sup>A draw shall be held to decide the outcome in all other cases in which there is identical ranking.

(7) The selected applicants are admitted under § 9.

### **§ 8 Interview**

(1) <sup>1</sup>The interview should show whether the applicant is suitable for the selected degree programme. <sup>2</sup>The following principles apply to the execution of the interview:

- a) The interview is normally held between 01.07 and 15.08. (applications for the winter semester) at the university. The exact dates as well as the place of interview are announced by the university within an appropriate period before the start of interviews. The university invites in a written form to the interview with sufficient notice. A video conference or a telephone interview is possible, as far as the identity of the applicant can be determined beyond doubt. The selection committee determines the details of the procedure in such cases.
- b) The selection committee conducts an interview lasting about 15 minutes with every applicant.
- c) The selection committee has a quorum if at least two members eligible to vote are present, of which at least one of the professoral group is present.
- d) Minutes of the key questions and answers of the interview will be kept and signed by the members of the selection committee who are present. The minutes should clearly show the day and place of the interview, the name of the committee members, the name of the applicant and the assessment.

(2) The interview extends to the following suitability parameters:

- a) particular professional knowledge,
- b) special study-related extra-curricular achievements,
- c) motivation to study.

(3) The members of the selection committee assess the applicant after conclusion of the interview to ascertain suitability for the selected degree programme on a scale according to § 7 paragraph 5 sentence 2 letter b).

(4) <sup>1</sup>An applicant who fails to attend the interview without good cause is excluded from the further procedure. <sup>2</sup>The selection committee schedules a new date for the interview upon request, provided there is due cause which can be substantiated without delay. <sup>3</sup>An excluded applicant is entitled to participate in the next selection procedure once again.

### **§ 9 Letter of Admission, Rejection Letter and Procedure for Subsequent Admissions**

(1) <sup>1</sup>Applicants who can be admitted as part of the combination quota receive a letter of admission from the university in a text form. <sup>2</sup>This letter specifies the deadline, within which the applicant should enrol or declare in writing, whether he or she accepts the university place. <sup>3</sup>In the event that the enrolment or the declaration as specified under sentence 2 are not submitted in due form and time, the letter of admission will become ineffective. <sup>4</sup>These legal consequences must be pointed out in the letter of admission.

(2) <sup>1</sup>Applicants, who are not entitled to admission, receive a rejection letter, in which if necessary, the rank attained within the combination quota and the rank of the last admitted applicant is stated. <sup>2</sup>The rejection letter provides information on rights of legal recourse. <sup>3</sup>Insofar as the applicant has satisfied the requirements for entry, it also includes the request to declare in writing within a specified deadline whether the admissions application will be held for a procedure for subsequent admissions. <sup>4</sup>If the applicant does not submit this declaration within a specified period or in the correct form, he or she will be excluded from the procedure for subsequent admissions. <sup>5</sup>Reference must be made to this legal consequence.

(3) <sup>1</sup>The procedure for subsequent admissions will be executed on the basis of the ranking list according to § 7 sections 5 and 6. <sup>2</sup>If the ranking list according to sentence 1 is exhausted, a ranking list is generated according to the provisions of § 6 section 2 and the procedure for subsequent admissions is carried out on the basis of this ranking list. <sup>3</sup>In case of identical ranking after generation of a ranking list, the ranking order is determined according to the result of the Bachelor's degree or an equivalent degree. <sup>4</sup>A lottery shall in all cases thereafter decide the outcome in the event of identical ranking. <sup>5</sup>The provisions of the section 1 apply correspondingly.

(4) <sup>1</sup>The selection procedures are completed at the latest on 01.10. for admission to a winter semester. <sup>2</sup>University places that are still remaining will be awarded by a draw to applicants entitled to admission, without any formal application. <sup>3</sup>If the number of such applications exceeds the places yet available, these are awarded by drawing lots. <sup>4</sup>The application period for this starts two weeks before commencement of the semester, for which the admission should be made. <sup>5</sup>The award of university places as per this section is completed at the latest on 15.10 of a winter semester because of the advanced period of lecture in case of admission.

## **§ 10 Admission to Higher Semesters**

(1) The free university places in a higher semester with limited admission are awarded to applicants in the following sequence,

- a) who are or were enrolled in the same or equivalent degree programme
  - aa) are or were enrolled at another German college or a college in another member state of the European Union or another signatory to the agreement on the European Economic Area.
  - ab) who are or were enrolled at a foreign university and possess the German nationality or are subject to the same university admissions laws and regulations as German citizens,
- b) for whom the rejection of admission for personal reasons would mean extraordinary hardship,
- c) who assert other reasons.

(2) Within each one of the three case groups of the section 1, the result of the Bachelor's programme examination or an examination equivalent to the Bachelor's programme examination, thereupon the social, especially family-related and economic reasons that are decisive for the choice of place, and finally the draw in cases that are still identical.

## **IV. Final Provision**

### **§ 11 Entry into Force**

<sup>1</sup>This regulation enters into force on the day following its announcement in the Official Bulletin I of Georg-August-Universität Göttingen. <sup>2</sup>It applies for the first time to the award procedure for the winter semester 2017/18.