

OFFICIAL TRANSLATION OF

Satzung über Auswahlverfahren und -kriterien für die Studiengänge der Fakultät für Mathematik, Informatik und Naturwissenschaften

Vom 17. Mai 2023

(Amtliche Bekanntmachung Nr. 51 vom 30. Mai 2023)

**THIS TRANSLATION IS FOR INFORMATION ONLY –
ONLY THE GERMAN VERSION SHALL BE LEGALLY
VALID AND ENFORCEABLE!**

**Bylaws Regarding the Selection Procedure and Criteria for
the Degree Programs in the Faculty of Mathematics,
Informatics and Natural Sciences**

dated 17 May 2023

On 22 May 2023 in accordance with Section 10 subsection 1 of the higher education admissions act (Gesetz über die Zulassung zum Hochschulstudium in Hamburg, HZG) dated 28 December 2004 (HmbGVBl. p. 515) and last amended on 18 May 2018 (HmbGVBl. p. 200), the Executive University Board of Universität Hamburg ratified the Revised Bylaws Regarding the Selection Procedure and Criteria for the Degree Programs in the Faculty of Mathematics, Informatics and Natural Sciences that were adopted by the Faculty of Mathematics, Informatics and Natural Sciences on 17 May 2023.

Section 1

Scope

(1) In accordance with the HZG and the bylaws of Universität Hamburg for University admission dated 21 July 2014 (Universitätszulassungssatzung, UniZS) as amended, these bylaws govern the selection of applicants applying for first-year student placement (Section 5 subsection 1 number 1 and subsection 2 number 1 UniZS) in restricted-admission degree programs or degree components offered by the faculty that are not included in the university place allocation procedure of the Central Office for Allocating Admissions (Central Office, ZVS). The bylaws also apply to the selection of international applicants for degree programs that are included in the university place allocation procedure of the Central Office.

(2) Furthermore, these bylaws also apply to the selection of applicants for a higher subject semester (Section 2 subsection 2 UNiZS) in restricted-admission degree programs or degree components as well as restricted-admission consecutive master's programs offered by the faculty.

(3) Supplementary rules for the selection procedure and criteria for individual degree programs are set forth in the appendix. The appendix is subdivided into the following:

- A. Bachelor's degree programs
- B. Master's degree programs

The degree programs are listed and numbered in alphabetical order.

Section 2

Selection of applicants pursuant to Section 5 subsection 2 number 1 UniZS

The places available for first-year students pursuant to Section 5 subsection 2 number 1 UniZS will be awarded in accordance with the grade point average of the higher education entrance eligibility, unless otherwise provided for in the appendix.

Section 3

Selection of international applicants

International applicants (Section 6 subsection 1 UniZS) are selected in accordance with the provisions of Section 6 subsections 2 and 3 UniZS.

Section 4

Selection of applicants for a higher subject semester

(1) Unless otherwise provided for in the appendix, available places (Section 13 subsection 1 UniZS) for a higher subject semester are allocated as follows:

1. Fifty percent in accordance with performance rendered during the previous degree program—in the event of equivalent performance then in accordance with the grade point average of the higher education entrance eligibility
2. Fifty percent in accordance with the grade point average of the higher education entrance eligibility—in the event of the same grade point average then in accordance with performance rendered during the previous degree program

(2) The ratio set forth in subsection 1 number 1 takes precedence over the ratio set forth in subsection 1 number 2.

(3) The material results from the selection procedure must be recorded.

Section 5

Applicant selection for a consecutive master's degree program

Applicants are selected for a consecutive master's degree program in accordance with Section 19 in conjunction with Section 16 subsection 2 number 1 UniZS based on the results of the first higher education degree, and where performance is equivalent, in accordance with the grade point average of the higher education entrance eligibility, unless otherwise provided for in the Appendix.

Section 6

Selection committee

The dean appoints a selection committee for special selection procedures. A selection committee must be comprised of at least one member, and for each member of the committee, a substitute must be appointed. All members of the selection committee should be qualified to set examinations in the respective degree program. A student may be appointed to participate in the selection committee in an advisory capacity.

Section 7

Reasonable accommodations

Reasonable accommodations will be granted on application where a student can demonstrate that disability has resulted in disadvantage against other applicants in the selection procedure and selection criteria. The disability representative must be consulted pursuant to Section 88 subsection 3 HmbHG. Extensions of school and training periods because of a disability may not be assessed unfavorably against the applicant.

Section 8

Effective date

The bylaws become effective on the day following official publication by Universität Hamburg. They apply from Winter Semester 2023/24.

Hamburg, 30 May 2023

Universität Hamburg

**Appendix to the Bylaws Regarding the Selection Procedure and Criteria for the Degree Programs in the Faculty of Mathematics, Informatics and Natural Sciences
[...]**

B. Master's degree programs

1. Master of Science in Atmospheric Science

1.1 If the number of applications that satisfy the special admission requirements exceed the number of places available for the selection procedure for the Master of Science in Atmospheric Science, then selection is as follows:

1.1.1 Seventy-five percent of available places will be awarded in accordance with the results of the first higher education degree. In the event that grades are the same, then the decision is made based on the grade of the higher education entrance eligibility.

1.1.2 For the remaining 25 percent of available places, a group with twice as many applicants as there are available places will be created from the applicants from 1.1.1 not yet considered because of the grade of the first higher education degree. The final selection is made according to:

- a) Results of the first higher education degree— the grade of the first higher education degree may be supplemented by any of the following:
- b) The comparability of the completed degree program with the Bachelor of Science in Geophysics and Oceanography at the Faculty of Mathematics, Informatics and Natural Sciences
- c) Professional experience relevant to the Master of Science in Geophysics
- d) Other qualifications (e.g., experience in a foreign country or grade of the higher education entrance eligibility)
- e) An explanation of the student's desire and interest to advance their academic education in this discipline.

The criteria in (b)–(e) may be given a value of up to 3 points each. Fulfillment of any of these points improves the grade of the first higher education degree by 0.1. The ranking is created based on the arithmetic mean of the grade in accordance with (a) and the grade calculated in accordance with the points awarded for the criteria set forth in (b)–(e).

1.2 If there are still places available after the selection procedure pursuant to 1.1.2, then other applicants, if any, may be admitted in accordance with this procedure (alternates).

1.3 The subject advisor makes the selection decision subject to the approval of the examinations board.

[...]

7. Master of Science in Intelligent Adaptive Systems

7.1 If the number of applications that satisfy the special admission requirements exceeds the number of places available for the selection procedure for the Master of Science in Intelligent Adaptive Systems, selection is based on the following:

- a) The quality and content of the letter of motivation with respect to the student's desire and interest to advance their professional education. The selection committee may conduct a telephone interview with an applicant in order to clarify any unanswered questions.
- b) The results of the first higher education degree and the comparability of the completed degree program with the Bachelor of Science in Informatics at the Faculty of Mathematics, Informatics and Natural Sciences at Universität Hamburg
- c) Professional experience and stays abroad relevant to the Master of Science in Intelligent Adaptive Systems

The criteria specified in (a)–(c) above are evaluated in accordance with the grading scale of 1–5. Criteria in (a) are weighted at 40 percent; in (b) and (c), each at 30 percent.

7.2 A selection committee comprised of 3 teachers from the Master of Science in Intelligent Adaptive Systems, 2 of which with examiner qualifications, make selection decisions.

[...]

10. Master of Science in Marine Ecosystem and Fisheries Science

10.1 If the number of applications that satisfy the special admission requirements exceeds the number of places available for the selection procedure for the Master of Science in Marine Ecosystem and Fisheries Science, applications will be divided into 2 groups:

Group 1: applicants that have graduated with a Bachelor of Science in Marine Ecosystem and Fisheries Science from Universität Hamburg.

Group 2: Applicants that have successfully completed another bachelor's degree program, provided they can substantiate at least 81 ECTS credits of completed coursework in natural science fundamentals from the following disciplines is comparable to the curriculum of the Bachelor of Science in Marine Ecosystem and Fisheries Science at Universität Hamburg:

- a) Mathematics (incl. physics and bioinformatics, if available) totaling at least 6 ECTS and
- b) Chemistry (general, inorganic, organic, and physical chemistry as well as biochemistry) totaling at least 6 ECTS credits and
- c) Statistics totaling 9 ECTS credits and
- d) Biology (including biological oceanography and fisheries science) totaling at least 60 ECTS credits

Group 1 will be allocated 70 percent of the available places; group 2, 30 percent. Applicants in each group are selected in accordance with the overall results achieved in the undergraduate degree program.

Undergraduate results may be supplemented by fulfilling one or more of the following criteria: The following criteria are considered:

- a) Participation in a university exchange program (e.g., Erasmus or DAAD)
- b) Nonuniversity internships (continuous for at least 4 weeks) with a clear focus on the content of the Master of Science in Marine Ecosystem and Fisheries Science
- c) International experience of at least 2 consecutive months (in particular as guest student)
- d) Elected student representative on a departmental student representative committee or other university body (for each year 0.1 points)

Each of the criteria listed in (a)–(d) will supplement the evaluation of the undergraduate results by 0.1. Rankings are calculated based on the final grade resulting from the addition of the aforementioned points. Places not allocated to the first group will be allocated to the other group.

10.2 The selection committee makes selection decisions.

11. Master of Science in Mathematical Physics

11.1 If the number of applications that satisfy the special admission requirements exceeds the number of places available for the selection procedure for the Master of Science in Mathematical Physics, the selection of applicants for available places is made according to the following criteria:

- a) Results of the first relevant higher education degree and duration of studies

- b) Qualifications or professional experience relevant to the Master of Science in Mathematical Physics
- c) Other qualifications—for example, experience in a foreign country, English-language proficiency, capacity for teamwork, or grade of the higher education entrance eligibility
- d) An explanation of the student's desire and interest in advancing their academic education in this discipline (letter of motivation, applicant interview).

11.2 Applicants are selected by a selection committee comprised of at least 3 university teachers from the Master of Science in Mathematical Physics who have examination authorization.

12. Master of Science in Mathematics

12.1 If the number of applicants that satisfy the special admission requirements exceed the number of places available for the selection procedure for the Master of Science in Mathematics,

the selection of applicants for available places is made according to the following criteria:

- a) Results of the first relevant higher education degree and duration of studies
- b) Qualifications or professional experience relevant to the Master of Science in Mathematics
- c) An explanation of the student's desire and interest to advance their academic education in this discipline (letter of motivation, applicant interview).

The criteria specified in (b) and (c) above will be evaluated in accordance with the grading scale set forth in the Examination Regulations as amended. For the selection decision, the criterion specified in (a) is weighted at 50 percent; the criterion specified in (b), 30 percent; and the criterion specified in (c), 20 percent.

12.2 Selection is decided by a selection committee comprised of at least 3 university teachers from the Master of Science in Mathematics who have examination authorization.

[...]

14. Master of Science in Molecular Plant Science

If the number of applications that completely satisfy the special admission requirements exceed the number of places available for the selection procedure for the Master of Science in Molecular Plant Science, selection is as follows:

- a) The results of the first higher education degree— the evaluation of the grade of the first higher education degree may be supplemented by any of the following criteria:
- b) Participation in a university exchange program (e.g., Erasmus or DAAD)
- c) Internships (of at least 4 weeks) with a clear connection to the subject matter of the Master of Science in Molecular Plant Science
- d) At least 2 months' experience in a foreign country.

Each of the points listed in (b)–(d) will supplement the evaluation of the grade received for the first higher education degree by 0.1.

[...]

16. Master of Science in Physics

16.1 If the number of applications that completely satisfy the special admission requirements exceed the number of places available for the selection procedure for the Master of Science in Physics, selection is accordance with the following criteria:

16.1.1 Seventy-five percent of available places will be awarded in accordance with the results of the relevant first higher education degree. In the event that grades are the same, then the decision is made based on the grade of the higher education entrance eligibility.

16.1.2 For the remaining 25 percent of available places, selection will be made in accordance with the results of the relevant first higher education degree. The evaluation of the grade of the first higher education degree may be supplemented by any of the following criteria:

- a) According to the relevant qualifications (e.g., internship, summer school) for the Master of Science in Physics or professional experience
- b) Other qualifications such as experience abroad and working as part of a team
- c) An explanation of the student's desire and interest to advance their academic education in this discipline (letter of motivation)

The criteria in (a)–(c) may be allocated up to 3 points each. One point improves the evaluation of the grade of the relevant first higher education degree by 0.1.

16.2 Selection is decided by a selection committee comprised of at least 3 university teachers from the Master of Science in Physics who have examination authorization.

[...]

4. Master of Science in Business Mathematics

4.1 If the applications that satisfy the special admission requirements exceed the number of places available for the selection procedure for the Master of Science in Business Mathematics,

the selection of applicants for available places is made according to the following criteria:

- a) Results of the first relevant higher education degree and duration of studies
- b) Qualifications or professional experience relevant to the Master of Science in Business Mathematics, especially a degree in business mathematics
- c) An explanation of the student's desire and interest to advance their academic education in this discipline (letter of motivation, applicant interview)

The criteria specified in (b) and (c) above will be evaluated in accordance with the grading scale set forth in the Examination Regulations as amended. For the selection decision, the criterion specified in (a) is weighted 60 percent; the criterion specified in (b), 30 percent; and the criterion specified in (c), 10 percent. 20.2 Selection is decided by a selection committee comprised of at least 3 university teachers from the Master of Science in Mathematics who have examination authorization.

21. Master of Science in Wood Science

If applications exceed the number of places available for the selection procedure for the Master of Science in Wood Science, selection is based on the following:

- a) Results of the first higher education degree
- b) Participation in an academic exchange program (e.g., Erasmus, DAAD)
- c) Professional experience in a field relevant to the course of study, traditionally vocational training that has been completed (a master craftsman certificate, e.g., joiner, carpenter, woodworking mechanic, wood merchant)
- (d) Completion of at least 2 months of specialized training in a field that qualifies for recognition (e.g., joinery, carpentry, timber trade, forestry operations)
- e) Completion of one or more stays abroad (at least 2 months in each case) that evidences the accumulation of experience in the professional environment associated with the Master of Science in Wood Science or in academic institutions with related content
- f) Submission of an explanation of the student's desire and interest to advance their academic education in this discipline (letter of motivation)
- g) Elected student representative on a departmental student representative committee or other university body

h) Evidence of at least 20 ECTS credits from the Bachelor of Science in Bio-Resource Management or equivalent coursework from other degree programs in addition to the admission-relevant 75 ECTS credits

To the extent any of the criteria listed in (b)–(g) have been completed, each improves the evaluation of the grade received for the first higher education degree by 0.1. To the extent the criterion set out above in (h) is met, this will improve the evaluation of the grade by 0.1 for every additional 20 ECTS credits.

22. Master of Science in Integrated Climate System Sciences

22.1 If the number of applications that satisfy the special admission requirements exceeds the number of places available for the selection procedure for the Master of Science in IT Management and Consulting, selection is based on the following:

- a) Results of the first higher education degree
- b) An explanation of the student's desire and interest to advance their academic education in this discipline (motivation for submitting the application, applicant interview, or letter of motivation).

The criteria set forth in (a) and (b) are evaluated in accordance with the grading scale specified in the Examination Regulations for the Master of Science in Bioinformatics. Criterion (a) and criterion (b) are both weighted 50 percent.

The arithmetic mean of the first higher education degree and the grade given to the student's letter of interest can be supplemented by any of the following:

- c) Evidence of completed coursework amounting to at least 20 ECTS credits from the Master of Science in Integrated Climate System Sciences in subjects that complement physics and mathematics (courses on biogeochemistry, economics, and/or social sciences)
- d) At least 6 months' professional experience in a field related to the course of study (e.g., in research institutions focusing on earth systems and climate studies, including in governmental or nongovernmental organizations)
- e) At least 6 months' experience in a foreign country
- f) First-authorship publication in an ISI-listed journal in a subject area relevant to the degree program (e.g., earth system sciences, climate sciences, physics).

Criterion (c) improves the evaluation of the grade by 0.2; each criterion under (d)–(f) improves the evaluation of the grade by 0.1. Rankings are calculated based on the resultant final grade. 22.2 If there are still places available after the selection procedure, then other applicants, if any, may be admitted in accordance with this

procedure (alternates). 22.3 Selection is decided by a selection committee made up of the chair of the examinations board of the Master of Science in Integrated Climate System Sciences.