



OFFICIAL ANNOUNCEMENTS

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Regulations Governing Admission to the
Master's in International Management

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Announcement

Pursuant to Art. 1 of the bylaws of the RheinMain University of Applied Sciences concerning the announcement of its bylaws dated 06/04/2013 (StAnz. dated 07/29/2013, page 929) the Admission Regulations of the Wiesbaden Business School's bachelor's degree program in International Management at the RheinMain University of Applied Sciences are published herewith.

Preamble

The Faculty Council of Wiesbaden Business School at RheinMain University of Applied Sciences passed a resolution on 08.11.2016 to supplement the Examination Regulations of the Master's degree in International Management, pursuant to Art. 44 para. 1 no. 1 of the Hessian Higher Education Act (HHG) in the version dated December 14, 2009 (GVBl. I p666 ff.), last amended by Art. 1 of the law dated November 30, 2015 (GVBl. p510). It was concluded at the 144. meeting of the RheinMain University of Applied Sciences Senate on 15.11.2016, and approved by the President's Council on 15.11.2016 in accordance with Art. 37, para. 5 HHG.

General Provisions for Admission to
Master's Degree Programs at
RheinMain University of Applied
Sciences

Special Provisions for Admission to
the Master's in International
Management at Wiesbaden Business
School, RheinMain University of
Applied Sciences

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Art. 1 Applications and Admissions

(1) Applicants are to have earned a first academic degree to be admitted to the degree course. This may be a Diplom, bachelor or comparable degree. The criteria for an equivalent degree are set out in the Special Provisions for Admission.

(One) Admission to the master's in International Management (M.A.) requires that applicants have earned a bachelor in International Management at Wiesbaden Business School, RheinMain University of Applied Sciences, or successfully completed a comparable business administration degree course with the accompanying special skills. As a rule, a degree with 240 credit points is deemed comparable.

The Master's in International Management (M.A.) is a consecutive degree program that builds on an initial university degree and requires applicants to have certain prior knowledge to ensure successful completion. Applicants are to prove that they have already gained this prior knowledge. This is deemed to be the case if the completed degree was in business administration with a corresponding international focus and the applicant can prove that she/he has the required skills across the entire subject range of international financial management, international accounting/controlling, international marketing and international economic relations. In particular, the following skills for processing basic and complex tasks and problems in business practice and managing processes autonomously in varying business professions are required:

- broad, integrated expert knowledge including the latest academic fundamentals within the context of challenges faced in international management and international economic contexts and re-

lations,

- critical understanding of the most important theories and principles in the area of business administration and economics, as well as a very wide range of methods for handling complex problems,
- the ability to defend specialized positions and solutions to problems through argument faced with specialists and in interdisciplinary teams, and the capability to advance them while taking social, scientific and ethical insights into account,
- intercultural and language skills and the applicant's own international experience.

(2) The Special Provisions for Admission may require that a certain overall cumulative grade is achieved in the initial degree.

(Two) To be admitted applicants must have achieved at least an ECTS grade B in their previous university degree. If no grade can be proven, the overall cumulative grade must be at least "good" (2.5). If the applicant has only achieved a C, but the cumulative overall grade is at least 2.5, the admissions committee may invite the applicant for an interview (Art. 4).

(3) The Special Provisions for Admission determine whether it is a consecutive master's degree program or one that does not build on the preceding bachelor's degree. For the latter the Special Provisions require that for admission purposes, the applicant states his/her professional experience.

(Three) The degree program is a consecutive master's degree.

(4) Additionally, applicants are to submit a timely application in keeping with the RheinMain University of Applied Sciences application regulations in place at that time. The respective valid regulations may be found on the RheinMain University of Applied Sciences' website (www.hs-rm.de/studienangebot).

(5) To be admitted to a higher semester the regulations from clause 2.3 of the RheinMain University of Applied Sciences' General Provisions for Examination Regulations for Master's degree programs (ABPO Master) apply in counting or recognizing (repeatable) graded course components and skills acquired outside the university, in their respective valid version and the university's regulations for recognizing degrees, (repeatable) graded course components and skills gained beyond the university – credit approval regulations – in their respective valid versions.

(6) The Special Provisions for Admission may determine that in addition to the proof of an initial degree, further certificates or proof of competence are to be furnished, as described under §§6-7 of these regulations.

(Six) Proof of sufficient English language skills is to be furnished. Further details can be found in Article 6 of these regulations. A special aptitude for the degree is also to be proven. Further details are in Article 7 of these regulations.

(7) The president decides on admissions.

Art. 2 Recommendation for Admission

(1) The Dean's Office may form an admissions committee for each master's degree program. If this does not occur, the respective Examination Board assumes the tasks of the admissions committee.

(2) The admissions committee decides on whether to recommend an applicant for admission based on the application documents submitted and proof that the requirements have been met and an interview pursuant to Article 4 or an aptitude test pursuant to Article 5 of these regulations.

(3) The admissions committee conducts the selection procedure and decides to the best of their judgement based on their own expertise. In doing so the applicants are not compared schematically. The results of the selection procedure are to be forwarded without delay to the President.

(One) The Dean's Office forms an admissions committee consisting of at least two professorial members of the degree program.

(Two) The admissions committee is to furnish reasons for its decision to recommend an applicant.

Art. 3 Conditional Admission

(1) If the required certificates or proof of competence are not available by the decision-making date, admission may be granted on condition that the certificates are furnished by the date of enrollment or within the first two semesters. The Special Provisions for Admission govern the type of condition and the exact deadline for furnishing the certificates etc.

(2) If the documents or certificates are not submitted by the set deadline, or do not fulfill the requirements, such as a required minimum overall grade, the admission expires retrospectively.

(One) If an applicant is lacking required prior knowledge and the final certificate of the initial degree, the applicant may be admitted if recommended by the committee, on condition that the required knowledge is gained or the certificate is furnished at a later date. A maximum deadline of two semesters may be granted for furnishing the respective proof of knowledge. Article 6, para. 2 applies for language skills.

Art. 4 Interview

(1) The Special Provisions for Admission may provide for interviews to be carried out. These interviews are conducted by the responsible admissions committee.

(2) In general, the invitation to attend an interview is to be issued 14 days prior to the proposed date.

(3) Interviews are conducted by the admissions committee as individual discussions and are not open to the public. Members of the dean's office and the examination board have the right to attend the interview.

(4) The content and the duration of the interview are determined in the Special Provisions for Admission of the respective degree program.

(5) For every interview a professorial member of the admissions committee keeps minutes that contain information in particular on the name of the participants, the length of the interview and the main points discussed.

(6) Applicants who do not accept the invitation to be interviewed are not to be recommended for admission. If the candidate is unable to attend the interview due to illness or similar reasons beyond her/his control, an

(One) An interview is always conducted if the aptitude or previous knowledge cannot be definitively assessed based on the complete set of submitted documents.

(Four) The interview lasts 15 minutes per applicant. The applicant's skills in business administration and economics are tested in the interview in those areas in which it was not possible to ascertain whether the prior knowledge according to Art. 1, paragraph 1 has been acquired in the previous degree and/or there are open questions as to the professional aptitude. If, following the interview, the admissions committee determines that the candidate has major deficits s/he is not to be admitted to the master's degree.

alternative interview date is to be granted. The alternative date is to be scheduled shortly after the initial date, so as to avoid interrupting the proceedings. It may not take place more than two weeks after the final first round interview. The Special Provisions for Admission determine what proof is to be furnished for non-attendance.

Art. 5 Aptitude Test

(1) The Special Provisions for Admission may also provide for an aptitude test.

(2) The specific content and duration of the aptitude test are determined in the Special Provisions for Admission.

(3) Written minutes assessing the aptitude test are to be kept, to include in particular, the names of participants, the main points of the aptitude test and an assessment of this information.

Art. 6 Language Requirements

(1) The Special Provisions for admission may require that proof of certain language skills are to be furnished in addition to the other admission requirements.

(2) If applicants are required to prove certain language skills, the Special Provisions for Admission provide for the type and scope of the language skills to be proven, the way in which the proof is to be furnished and when it is to be made.

(3) Foreign applicants must also prove they have sufficient German language skills for studying at university. Recognizing this proof of linguistic ability is performed, as a rule, in a DSH examination held at the Language Center or an examination comparable to the DSH. However, the Special Provisions may also provide for recognition to be performed by the responsible body in accordance with Art. 2, para. 1. For international degree programs in which the language of instruction is not German, alternative arrangements for admission can be determined in the Special Provisions.

(One) To be admitted, applicants are to prove they have sufficient English language skills.

(Two) Applicants are also required to prove that they have sufficient English language skills according to the C1 Proficiency level of the Common European Framework of Reference for Language Learning and Teaching. Applicants must prove that they have successfully completed a standardized language test, e.g. the Internet-based TOEFL test with at least 79 points, by the date of enrollment. A list of the currently recognized standardized language tests can be found on Wiesbaden Business School's website.

(Three) Proof of sufficient German language skills is not necessary, as the degree course is taught in English.

Art. 7 Further Special Requirements

(1) The Special Provisions for admission may determine that applicants can only be admitted on condition that they fulfill further degree-program specific requirements.

(2) If there are further requirements, these are governed by the Special Provisions for Admission which set out in particular the type of requirements, the overall scope and time frame within which they must be fulfilled.

(One) Applicants are to prove in their application that they have the special aptitude for the course.

(Two) To be admitted to the master's program applicants are to prove their special aptitude by writing an approx. one-page letter of motivation stating their aptitude and why they wish to join the degree program. Criteria for special aptitude are, in particular, how successful the candidate was in her/his previous degree, skills according to article 1, para. 1, topic and grade of the bachelor's thesis and other aspects such as work experience or studies abroad.

Art. 8 Effective Date

This regulation is effective retroactively to November 1, 2016 with its publication in RheinMain University of Applied Sciences Official Announcements and applies for the first time for enrollments in the 2017 summer semester.

Wiesbaden, November 15, 2016

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Vice-President of RheinMain
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