

# **Admissions Statutes for the Master's Program Computational Sciences of the Department of Biology, Chemistry, Pharmacy, the Department of Earth Sciences, the Department of Mathematics and Computer Science, and the Department of Physics at Freie Universität Berlin**

*Disclaimer: Please note that only the German versions of these documents are legally binding. This translation is intended for the convenience of the non-German-reading public and is for information purposes only.*

## **Preamble**

On the basis of Freie Universität Berlin's supplemental rules and regulations [*Teilgrundordnung (Erprobungsmodell)*] from October 27, 1998, published in the Freie Universität Bulletin No. 24/1998 (*FU-Mitteilungen*), section 14, paragraph 1, sentence 1, number 2, in conjunction with section 10 of the Law on Admissions to Higher Education in the Federal State of Berlin for Programs with Admission Requirements (Berlin Higher Education Admission Act, BerlHZG) in the version of the announcement of the amended version from October 9, 2019 (GVBl. p. 695) in conjunction with section 10, paragraph 5, sentence 2 of the Law on Universities in the Federal State of Berlin (Berlin Higher Education Act, BerlHG) in the version of the announcement of the amended version from July 26, 2011 (GVBl. p. 378), last amended December 17, 2019 (GVBl. p. 795) the joint commission (*Gemeinsame Kommission*) appointed by the faculty council of the Department of Biology, Chemistry, Pharmacy, the faculty council of the Department of Earth Sciences, the faculty council of the Department of Mathematics and Computer Science, and the faculty council of the Department of Physics of Freie Universität Berlin issued the following statutes on January 21, 2020 for the joint Master's program Computational Sciences organized by the Department of Biology, Chemistry, Pharmacy, the Department of Earth Sciences, the Department of Mathematics and Computer Science, and the Department of Physics:<sup>1</sup>

## **Section 1 – Scope**

These statutes govern admissions to the study program in accordance with section 10, paragraph 5 of BerlHG and the selection procedure for the allocation of places in accordance with section 15 of BerlHZG for the Computational Sciences Master's program through the Department of Biology, Chemistry, Pharmacy, the Department of Earth Sciences, the Department of Mathematics and Computer Science, and the Department of Physics at Freie Universität Berlin (Master's program). It is a consecutive Master's program as defined under section 23, paragraph 3, sentence 1(a) of BerlHG.

## **Section 2 – Number of Available Places and the Application Process**

- (1) The number of places available for the Master's degree program for each given admissions cycle is stipulated in Freie Universität Berlin's admissions regulations.
- (2) The application for admission must be submitted electronically using the online application process provided by the Admissions Office under Freie Universität Berlin's Executive Board.
- (3) The application deadline is May 31 of each year.
- (4) In accordance with section 3, paragraph 1, the application for admission must be accompanied by an officially certified copy of the applicant's first university degree (or equivalent professional certification).

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<sup>1</sup>The Executive Board of Freie Universität Berlin approved these statutes on February 13, 2020. The appropriate Berlin Senate office in charge of higher education confirmed the approved statutes on July 3, 2020.

(5) Applicants can still submit their application to the Master's degree program even if they do not have the university degree referred to below in section 3, paragraph 1 because certain assessment results are not yet available, as long as there is reason to believe, based on the applicant's record, that the university degree referred to in section 3, paragraph 1 will be obtained before the Master's degree program begins and that the requirements stipulated in section 3, paragraph 2 are also fulfilled in due time. This expectation is fulfilled in particular if at least two-thirds of the total coursework has been evaluated, the application for the final thesis project has been submitted, and the work schedule for the thesis has been set so that it can be completed in due time before the start of the Master's program. The applicant's grade point average will be considered as part of the application and factors into the selection process. The grade point average is based on the applicant's previous coursework as reflected in their current transcript, which they should submit with the application. In this case, the result of the university degree is irrelevant.

(6) Freie Universität Berlin has no obligation to investigate the facts of a case on its own initiative (*ex officio*).

### **Section 3 – Admission Requirements**

(1) The admissions requirement for the Master's program is a first university degree in one of the following programs or an equivalent degree from an institution of higher education within or outside of Germany:

1. Bachelor's degree program in chemistry within the Department of Biology, Chemistry, Pharmacy at Freie Universität Berlin, including at least 10 credit points (CP) in mathematics and at least 8 CP in physics;
2. Bachelor's degree program in physics within the Department of Physics at Freie Universität Berlin;
3. Bachelor's degree program in geological sciences within the Department of Earth Sciences at Freie Universität Berlin;
4. Bachelor's degree program in meteorology within the Department of Earth Sciences at Freie Universität Berlin, including at least 10 CP in mathematics;
5. Bachelor's degree program in geographical sciences within the Department of Earth Sciences at Freie Universität Berlin, including at least 10 CP in mathematics;
6. Bachelor's degree program in mathematics within the Department of Mathematics and Computer Science at Freie Universität Berlin, including at least 20 CP in computer science, chemistry, and/or physics;
7. Bachelor's degree program in computer science within the Department of Mathematics and Computer Science at Freie Universität Berlin, including at least 20 CP in mathematics, chemistry, and/or physics;
8. Bachelor's degree program in engineering, including at least 20 CP in mathematics, chemistry, and/or physics.

(2) Applicants who did not complete a university degree at an institution where coursework was conducted in English must demonstrate English language skills at a level equivalent to B1 of the Common European Framework of Reference for Languages (CEFR).

(3) Applicants do not need to provide proof of their German language skills.

(4) The joint commission will decide whether to accept supporting documents related to paragraphs 1 and 2 as equivalent. The question of whether degrees are considered equivalent in accordance with paragraph 1 may also be assessed independently of an on-going application process upon request.

### **Section 4 – Quotas, Selection Criteria, Organizational Aspects**

(1) 80 percent of the study placements that are still available after the preliminary quotas have been filled will be distributed according to the selection process as outlined in this document (higher education quota). 20 percent of the study placements will be distributed according to section 15, paragraph 1, sentence 1, no. 2 of BerlHZG. 5 percent of the study placements are reserved for the quota stipulated in section 15, paragraph 1, sentence 3 of BerlHZG.

(2) Candidates are selected for the Master's program in line with the following criteria:

1. The level of qualification as demonstrated by the applicant's academic performance in their degree program (section 15, paragraph 2, sentence 1, no. 1 of BerlHZG), and

2. Considerations of the applicant's academic background in their choice of previous degree programs and academic interests that provide an indication of their specific motivation and aptitude for the subject (section 15, paragraph 2, sentence 1, no. 4 of BerlHZG).

(3) As part of the selection process, points are awarded for the different criteria described in paragraph 2, no. 1 and 2. The maximum number of points that can be awarded is 65.

(4) Applicants can receive up to 50 points (see appendix 1) for the selection criterion set out under paragraph 2, no. 1 based on their final grade point average from their previous degree program.

(5) In the case of the selection criterion set out under paragraph 2, no. 2, a total of 15 selection points are awarded if one of the two following requirements is met:

1. The applicant has a university degree in chemistry, physics, geological sciences, meteorology, geographical sciences, or engineering, and is in possession of supporting documentation indicating they completed their studies and assessments with at least 10 CP in mathematics or computer science beyond the required admission requirements according to section 3, paragraph 1;

or

2. The applicant has a university degree in mathematics or computer science, and is in possession of supporting documentation indicating they completed their studies and assessments with at least 10 CP in a scientific area relevant to the Master's program – particularly chemistry, physics, geological sciences, or meteorology – beyond the required admission requirements according to section 3, paragraph 1.

(6) At least two admissions officers will be appointed to supervise the selection process. They are appointed by the chairperson of the joint commission to carry out the selection interviews on behalf of the Executive Board of Freie Universität Berlin. The appointed admissions officers must be authorized examiners for the Master's program and full-time employees of Freie Universität Berlin. The positions may not be filled by substitutes or replacements.

## **Section 5 –Admission Decisions**

(1) The decision on which applicants are to be selected is made by the Executive Board of Freie Universität Berlin – Admissions Office – on the basis of how candidates have been ranked.

(2) Selected candidates will receive a letter of admission that includes a deadline for the applicant to accept the admission offer (in writing) and to enroll. If a candidate fails to honor this deadline, their place will be given to someone else.

(3) Candidates selected based on their transcripts are granted tentative admission and can enroll in the first semester of the program, but the duration of their enrollment is limited. Generally, at the end of the first semester of study, the university degree required for admission as described in section 3, paragraph 1 must be submitted, including documentation that any other requirements associated with the degree have also been met. If the necessary documents are not submitted on time, the student's admission will be retracted.

(4) Applicants who are not admitted will receive a rejection letter that states the reasons for the decision.

The documents submitted for the selection procedure are to be kept until the decision is final; in the case of legal proceedings, they are to be kept until a legally binding decision has been made.

### **Section 6 – Entry into Force**

(1) These statutes enter into force on the day following their publication in *FU-Mitteilungen* (the official bulletin of Freie Universität Berlin).

(2) The admissions statutes from January 21, 2016 (FU-Mitteilungen No. 13/2016, p. 198), amended on April 14, 2016 (FU-Mitteilungen No. 15/2016, p. 242) therefore lapse as of the amended statutes coming into force.

**Appendix  
(regarding Section 4(4)):**

Allocation of selection points for the average grade in the certificate of the first university degree in accordance with section 4, paragraph 4:

<b>Grade point average</b>	<b>Selection points</b>
1.0	50
1.1	48
1.2	46
1.3	44
1.4	42
1.5	40
1.6	38
1.7	36
1.8	34
1.9	32
2.0	30
2.1	28
2.2	26
2.3	24
2.4	22
2.5	20
2.6	19
2.7	18
2.8	17
2.9	16
3.0	15
3.1	14
3.2	13
3.3	12
3.4	11
from 3.5	10