

Subject-Specific Entrance and Admissions Regulations for the Master's Program in Computer Science at the University of Potsdam

Dated: February 7, 2024¹

The Faculty Council of the Digital Engineering Faculty of the University of Potsdam pursuant to § 9 para. 5 sent. 2 in conjunction with § 72 para. 2 no. 1 of the Law Governing the Universities in Brandenburg (BbgHG) of 28 April 2014 (GVBl.I/14, [no. 18]), as last amended by the Law of 23 September 2020 (GVBl.I/20, [no. 26]), in conjunction with § 5 para. 4, § 7 para. 2, § 8 para. 2 and § 16 para. 2 of the Laws Governing Universities in Brandenburg (BbgHZG) of 1 July 2015 (GVBl.I/15, [no. 18]), last amended by art. 3 of the Law of 19 June 2019 (GVBl.I/19, [no. 35] p.10) in conjunction with § 2 paras. 1-3, 5, § 19 para. 1 and § 20 of the regulation of the organization of examination regulations to ensure the equivalency of studies, examinations and degrees (HZV) of 23 February 2016 (GVBl. II/16, [no. 6]), last amended by the Law of 11 July 2023 (GVBl.II/23, [no. 46]), und according to art. 21 para. 2 no. 1 of the General Rules and Regulations of the University of Potsdam (GrundO) of 17 December 2009 (AmBek. UP no. 4/2010, p. 60) in the version of the seventh statute amending the General Rules and Regulations of the University of Potsdam (GrundO) of 14 December 2022 (AmBek. UP no. 8/2023, p. 318) as well as the General Admission and Enrollment Regulations for the non-teaching Master's programs of the University of Potsdam (Admissions Regulations—referred to as “ZuLO”) of 24 February 2016 (AmBek UP no. 3/2016, p. 76), last amended by the statute of 12 May 2021 (AmBek no. 12/2021, p. 441), on 7 February 2024, the following have been enacted as statutes:²

Content:

- § 1 Scope
- § 2 Transfer of Tasks in the Procedure
- § 3 Entrance Requirements
- § 4 Subject-Specific Test
- § 5 Application Deadlines and Documents
- § 6 Selection Process for Foreign Applicants
- § 7 Higher Education Selection Process
- § 8 Entry into Effect

§ 1 Scope

As a supplement to the General Entrance and Admissions Regulations for the non-teaching Master's programs of the University of Potsdam Admission Regulations, referred to here as ZuLO (*Zugangs- und*

Zulassungsordnung), these Admissions Regulations regulate the entrance requirements and higher education selection procedure for the non-teaching Master's program in Computer Science at the University of Potsdam. Otherwise, die ZuLO applies.

§ 2 Transfer of Tasks in the Procedure

In the event of the transfer of responsibility, pursuant to § 2 para. 2 of the ZuLO, the examination board can delegate tasks of a purely administrative nature to qualified staff members of the degree program who are not themselves members of the examination board.

§ 3 Entrance Requirements

The following special entrance requirements apply to the Master's program in Computer Science:

1. A Bachelor's degree or an equivalent first professional qualifying degree with a subject major in Informatics/Computer Science, IT Systems Engineering, Data Science, or a related major with a total of at least 180 credit points.
2. Proficiency in:
 - a) algorithms, data structures, and theoretical informatics, totaling at least 15 CPs.
 - b) software development and programming languages, totaling at least 15 CPs,
 - c) discrete structures and logic, analysis and linear algebra and stochastics, totaling at least 15 CPs,
 - d) technical computer science such as operating systems, computer architecture or distributed systems, totaling at least 10 CPs,and
3. English language skills that correspond to at least level C1 of the European Framework of Reference for Languages. The required language ability is proven by presentation of one of the certificates named in § 4 para. 2 ZuLO. Students can apply for recognition of additional language certificates as part of the application. These can be recognized by the examination board as long as they indicate at least level C1 of the European Framework of Reference for Languages. In this case, the requirement is proof of comprehensive and situation-appropriate communication skills that meet the language proficiency requirements of an academic study abroad in a country where the target language is English.

¹ This translation is for informational purposes only. In the event of inconsistency or discrepancy between the German and English versions of these regulations, the German-language version shall prevail.

² Approved by the president of the University of Potsdam on 21 March, 2024.

§ 4 Subject-Specific Test

(1) The subject-specific test evaluates relevant competencies of the applicant in the areas of computer science that qualify her or him for the degree course in Computer Science. Information on the form and scope of the test as well as the respective test period will be published on the website at the beginning of the application period.

(2) The examination board is responsible for the test content. The Digital Engineering Faculty makes the subject-specific test available to applicants on its website.

(3) The examination board will administer the test in English.

§ 5 Application Deadlines and Documents

(1) Application for the first semester of study in the Master's program in Computer Science is possible annually in the winter and summer semesters. Application for a higher semester of study is also possible in both the summer and winter semesters.

(2) The ZulO regulates the application deadlines.

(3) In addition to those ZulO specified documents mentioned in § 5 para. 3, the following documents are also to be submitted:

- a) Proof of proficiency in accordance with § 3 no. 2 lit. a) - d),
- b) Proof of proficiency in English in accordance with § 3 no. 3.

(4) If the study program has restricted admission, the following documents must also be submitted in addition to those mentioned in § 5 para. 4 of the ZulO:

- a) a subject-specific test pursuant to § 4,
- b) if applicable, evidence of additional qualifications acquired outside of higher education, such as completed internships at home and abroad, and professional training or activity,
- c) if applicable, evidence of special professional achievements such as prizes and awards,
- d) if applicable, in the case of foreign nationals or stateless persons, evidence of scholarships or evidence of special, institutionally linked research activities.

§ 6 Selection Process for Foreign Applicants

(1) The following special circumstances will be taken into account for foreign and stateless applicants in accordance with sect. 19 para.1 no. 1 HZV, in addition to those mentioned in § 8 para. 3 ZulO:

1. The applicant receives a scholarship from a German institution to support them during their studies.

2. The applicant can provide evidence of special research work or work as a research assistant at a German university; at a research institute close to a German university—or at one of its partner institutions—that is related to the planned course of study.

(2) If these special circumstances are proven, the final grade or current average grade can be raised by up to 0.9 in each case; the improved final grade (or the improved current average grade) will be considered in the process of selection based on qualification.

§ 7 Higher Education Selection Process

(1) In the case of admissions restrictions for the study program, an allocation procedure is carried out pursuant to § 8 ZulO, and thereby a higher education selection process implemented pursuant to § 9 ZulO, based on the following guidelines. The aim thereby is to determine a ranking of the applicants.

(2) For the calculation of the ranking, a total point value is determined according to § 9 ZulO. The following criteria are used to determine the total point value according to § 9 ZulO:

- a) average grade or current average grade of the degree, based on § 3 no. 1, with 51%,
- b) proof of additional qualifications acquired outside of higher education and special professional achievements, with 24%
- c) subject-specific test, based on § 4, with 25%.

(3) The examination board assesses the subject-related relevance to the Computer Science degree program, based on all qualifications and professional achievements documented in the application in accordance with para. 2 b), and determines an overall grade. The following criteria form the basis for evaluation:

- a) strength of professional relevance to computer science,
- b) strength of aptitude for scientific work in the field of computer science.

Each criterion can be rated with 0–3 points, resulting in the following overview:

Total score achieved	Grade
6	1.0
4-5	2.0
2-3	3.0
1	4.0
0	5.0

(4) The examination board determines the grade for the subject-specific test in accordance with para. 2 c) in the selection process.

The grade is determined as follows:

> 87.5% points earns:	1.0
> 75-87.4% earns:	2.0
> 62.5-74.9% earns:	3.0
> 50-62.4% earns:	4.0
< 50% earns:	5.0

If the test is not completed, the criterion with the grade of 5.0 is included when determining the total point score.

§ 8 Entry into Effect

These regulations take effect on the day following their publication in the Official Announcements (*Amtliche Bekanntmachungen*) of the University of Potsdam.