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**Regulations governing admission to the consecutive
Master's programme "Molecular Biomedicine" (M.Sc.)
of Faculty VI – Medicine and Health Sciences
of the Carl von Ossietzky University of Oldenburg**

dated 25.05.2021

The Faculty Council of Faculty VI - Medicine and Health Sciences adopted the following second version of admission regulations on 17.02.2021 (originally approved on 15.06.2020 (*Amtliche Mitteilungen* 030/2020)). The regulations were approved by the Presidential Chair on 09.03.2021 and by the Ministry of Science and Culture of Lower Saxony (MWK) on 18.05.2021.

**Section 1
Scope of applicability**

- (1) These regulations govern the requirements for admission to the consecutive Master's degree programme Molecular Biomedicine (Master of Science).
- (2) The admission requirements are specified in section 2.
- (3) If more applicants meet the admission requirements than there are places available, places will be allocated according to the selection procedure of the university (section 4). If the number of applicants meeting the admission requirements does not exceed the number of places available, no selection procedure will take place.

**Section 2
Admission requirements**

- (1) To meet the admission requirements for the consecutive Master's degree programme Molecular Biomedicine, the applicant must
 - have completed a Bachelor's or an equivalent degree (worth at least 180 credit points) in either biology with focus on molecular life sciences, biochemistry, chemistry with focus on biochemistry, molecular biology, molecular biomedicine, or another relevant discipline (e.g. molecular biotechnology, pharmacology, medicine) either at a German university or an institution of higher education that belongs to one of the Bologna signatory countries, or
 - have gained an equivalent degree (worth at least 180 credit points) in one of the relevant disciplines at a foreign institution of higher education. Equivalence is established in accordance with the assessment proposals of the Central Office for Foreign Education at the Secretariat of the Standing Conference of Ministers of Education and Cultural Affairs (*Kultusministerkonferenz*, <http://anabin.kmk.org>).

A previous degree is considered to be suitable for to the Master's degree programme Molecular Biomedicine if the applicant has gained at least

- 12 credit points (in theory and practice) overall in cell biology and in molecular biology, genetics and/or microbiology

and

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- 12 credit points (in theory and practice) overall in biochemistry, immunology, physiology, pathophysiology and/or biophysics.

The decision as to whether an applicant meets the admission requirements, in particular whether the previous course of study is suitable in regards to its discipline, is made by the responsible admissions committee (Section 5).

(2) As an exception to paragraph 1, provisional acceptance may be granted to applicants who have not yet completed their Bachelor's or equivalent degree by the application date if they have gained at least 150 credits in the case of a degree programme with a total of 180 credits or at least 180 credits in the case of a degree programme with a total of 210 credits. Proof of a completed Bachelor's or equivalent degree must be submitted by no later than 1st of April of the year following of enrolment in this Master's programme. An average grade will be determined from the previous examination results which will be taken into account in the selection procedure according to Section 4, regardless of whether the result of the Bachelor's examination is different.

(3) Applicants who are not native speakers or have completed their first degree in an English-taught study programme in a country with English or German as official language (within the last 2 years) must provide proof of English language proficiency at level B2 of the Common European Framework of Reference for Languages (CEFR). Proof may be provided by an official English language certificate which is no older than 2 years. Following certificates are recognized by the programme: TOEFL, IELTS, TOEFL, IELTS, Cambridge English Language Assessment, UNlcert or English language certificate from a language center of a German university. In cases of doubt, the admissions committee will decide on the existence of sufficient English language skills. Provisional acceptance may be granted on condition to make up for insufficient language skills within one semester, if the required English language skills are not available at the time of the application.

Section 3

Commencement of studies and application deadline

(1) The Master's programme Molecular Biomedicine always starts in the winter semester. The application, including the required documents as per paragraph 2, must be received by the university by 15th of July (cut-off period) for the winter semester. Applicants holding a German degree should use the university's online portal to send their application documents to the university. Applicants holding a non-German degree should apply via uni-assist. When applying via uni-assist, it is recommended to submit the required application documents already by 31th of May for the winter semester. The application is only valid for places allocated in that particular round of applications. The university is not obliged to officially verify the information provided by applicants.

(2) The application must be accompanied by the following documents in German or English (for documents in other languages, officially certified German or English translations must be provided):

- a) evidence in accordance with Section 2 paragraph 1 or 2, particularly the final certificate for a Bachelor's or equivalent degree or, if this is not yet available, a certificate showing the applicant's performance thus far, as well as the ECTS points and the average grade obtained thus far,
- b) completed specific eligibility form,
- c) proof of English language proficiency as specified in Section 2 paragraph 3,
- d) if applicable, certificates concerning relevant work experience, internships or activities as a student assistant, description of relevant courses completed thus far, the subject of the Bachelor's thesis, proof of English language proficiency at level C1, certificates pertaining to a study-related stay abroad, certificates showing voluntary social commitment and civic spirit.

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(3) Applications which are incomplete, incorrect or not submitted by the deadline will be excluded from the application process. The university will retain the submitted documents.

Section 4 Admission procedure

(1) The university's own selection procedure is based on a ranking order determined by points awarded for the final grade or the average grade according to Section 2 paragraph 2, and additional qualifications (as per paragraph 2, letter b). In case of tie, the places shall be assigned by lot.

(2) The score to be awarded according to paragraph 1 is based on the following system:

a) Final grade of the Bachelor's degree or average grade according to Section 2 paragraph 2 (0 – 10 points)

1.00 to 1.25	10 points
1.26 to 1.50	9 points
1.51 to 1.75	8 points
1.76 to 2.00	7 points
2.01 to 2.25	6 points
2.26 to 2.50	5 points
2.51 to 2.75	4 points
2.76 to 3.00	3 points
3.01 to 3.50	2 points
3.51 to 4.00	1 point.

b) Additional qualifications (0 – 5.5 points)

category	points
completed professional education or work experience in the field of molecular life sciences or medicine with a minimum duration of 6 months (1.0 point for each)	1.0 – 2.0
proven scientific activities e.g. student assistant positions, internships, scientific projects with a minimum duration of 3 months or a Bachelor's thesis in the areas of molecular sciences or medicine (0.5 points each)	0.5 – 1.0
proof of English language proficiency at level C1 or higher	1.0
proven study-relevant stay abroad for at least one semester	1.0
at least 6 months of continuous proven, voluntary social commitment (e.g. committee work, voluntary social year)	0.5

The maximum combined score that can be awarded for a) and b) is 15.5 points.

(3) The responsible admissions committee (Section 5) decides on the selection.

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Section 5

Admissions committee for the Master's programme Molecular Biomedicine

- (1) The Faculty Council of School VI for Medicine and Health Sciences of the Carl von Ossietzky University of Oldenburg appoints an admissions committee consisting of at least three voting members and one student representative with an advisory vote as well as up to two deputy members per 'status group'.
- (2) The voting members consist of at least:
 - two representatives of the group of professors and
 - one representative of the group of professors or academic staff
- (3) Voting members and their deputies are appointed for a term of two years; the student members and their deputies for a term of one year. Re-appointment of members is possible.
- (4) The admissions committee elects a chair and a deputy chair from the voting members. The admissions committee has a quorum if at least two voting members are present.
- (5) The duties of the admissions committee include:
 - a) reviewing of incoming applications in accordance with formal requirements,
 - b) verifying whether the admission requirements have been met and whether a previous degree is appropriate,
 - c) deciding on the admission or rejection of applicants.

Section 6

Notification, follow-up procedure, completion of procedures

- (1) Applicants who are eligible for admission will receive a written letter of acceptance from the university. This letter states a deadline by which the applicant must accept his/her admission in writing or electronically. If the applicant does not accept his/her admission in the correct manner by the deadline, the letter of acceptance becomes invalid. The letter of acceptance must refer to this legal consequence.
- (2) If not all of the admitted applicants (paragraph 1) enrol by the set deadline, a corresponding number of places will be allocated to applicants who meet the admission requirements and who have not received a letter of acceptance in the first round. This follow-up procedure (*Nachrückverfahren*) is carried out based on the ranking list according to Section 4.
- (3) Applicants who cannot be admitted will receive a letter of rejection containing information on their statutory rights.
- (4) The admission procedure is completed by 15th of October at the latest. Any places still available after this date will be allocated by lot.
- (5) In all other respects, the general enrolment regulations of the university remain unaffected. The registration of applicants with provisional admission according to Section 2 paragraph 2 will expire if the Bachelor's degree or equivalent degree has not been submitted by 1st of April of the year following enrolment (for enrolment for the winter semester) and the applicant is responsible for this. The same should apply if the proof for sufficient English language skills according to Section 2 paragraph 3 is not provided within one semester following enrolment, and the applicant is responsible for this.

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Section 7

Admission to higher semesters

(1) Free study places in a higher semester with restricted admission will be allocated to applicants in the following order:

- a) applicants for whom a rejection of admission on personal ground would mean particular hardship,
- b) applicants in the same or a comparable degree programme
 - ba) who are or have been enrolled at another German university or at a higher education institution in another EU member state or another state party to the European Economic Area, or
 - bb) who are German nationals or are deemed equivalent to German nationals with respect to the admission regulations and are or have been enrolled at another foreign higher education institution,
- c) applicants who invoke other reasons

as long as they meet the admission requirements according to Section 2.

(2) Within each of the three groups of applicants mentioned in paragraph 1, admission shall be determined by the result of the Bachelor's or equivalent examination. In the case of identical results, the admission will be allocated according to social reasons (especially relating to family and economic grounds). In cases which are still equal, places will be allocated by lot.

(3) The application for the higher semester, including the required documents as per Section 3 paragraph 2, must be received by the university by 15th of July for the winter semester and by 15th of January for the summer semester. Applicants holding a German degree apply via university's online portal. Applicants holding a non-German degree apply via uni-assist. If applying via uni-assist, it is recommended to submit the required application documents already by 31th of May for the winter semester and by 30th of November for the summer semester. The application is only valid for university places allocated in that particular round of applications. The university is not obliged to officially verify the information provided by the applicants. Applications which are incomplete, incorrect or not submitted by the deadline will be excluded from the application process. The university will retain the submitted documents.