

Regulations for eligibility for and admission

to the postgraduate Master's course in

International Maritime Management

at Jade University of Applied Sciences Wilhelmshaven/Oldenburg/Elsfleth

On 7 December 2021, the Senate of Jade University of Applied Sciences Wilhelmshaven/Oldenburg/Elsfleth passed the following regulations pursuant to Section 18, Para. 8 and 14 of the Lower Saxony University Act (NHG) dated 26 February 2007 (Nds. GVBl. p. 69), most recently amended by Art. 4 of the Act dated 16 March 2021 (Nds. GVBl. p. 133), and Section 7 of the Lower Saxony Higher Education Admission Act (NHZG) dated 29 January 1998 (Nds. GVBl. p. 51), most recently amended by Art. 2 of the Act dated 19 November 2019 (Nds. GVBl. p. 333) in conjunction with Section 51, Para. 3 NHG:

§ 1

Scope

- (1) These regulations regulate eligibility for and admission to the Master's course in International Maritime Management.
- (2) Admission requirements are based on Section 2.
- (3) If more applicants meet admission requirements than places are available, the places will be allocated based on the University's own selection process (Section 4). There is no selection process if the number of applicants meeting the admission requirements does not exceed the number of places available.

§ 2

Admission requirements

(1) In order to be eligible for the postgraduate Master's course in International Maritime Management, applicants must have

a)

- either acquired a Bachelor's degree with 210 credit points or an equivalent degree from a German university or a university associated with one of the Bologna signatory states, or
- have acquired an equivalent degree from another foreign university (the equivalence is determined based on the ratings proposed by the centre for foreign education at the secretariat of the conference of the ministers of education – <http://anabin.kmk.org>);

and

b)

- have qualified relevant practical experience of at least one year, and
- have acquired the degree or the practical experience in a maritime logistics context.

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(2) If the applicant has a bachelor's degree with less than 210 credit points, 30 credit points may be awarded for qualified relevant practical experience if this experience exceeds the practical experience required in paragraph 1 above by 6 (six) months.

(3) Notwithstanding the provisions of paragraph 1, applicants will be admitted on a provisional basis under the following circumstances:

- if their Bachelor's degree or equivalent degree is not yet available at the time of the application
- at least 150 credit points were awarded where the total number of credit points is 180, or
- at least 180 credit points were awarded where the total number of credit points is 210, and
- it can be assumed that the Bachelor's degree or equivalent degree will be obtained no later than by the end of the first semester. An average grade will be determined based on the previous examination results. This average grade will be taken into account in the selection process according to Section 4 of these Regulations, regardless of whether the result of the Bachelor's examination is different.

(4) Applicants must demonstrate English language skills based on the B2 level of the Common European Reference Framework (CEFR). Compliance with linguistic admission requirements must be demonstrated by:

a) School certificates demonstrating at least five years of the foreign language before obtaining the degree entitling the applicant to attend university;

b) At least two years of attending a postgraduate education institution where English is the primary teaching language; or

c) One of the following language certificates (other certificates will be reviewed on a case-to-case basis):

- Test of English as a Foreign Language (TOEFL, 0 – 120 points), at least 87 points
- International English Language Testing System (IELTS exam, scale 1 – 8), at least scale 5.5.

(5) Other forms of proof can be recognized after an examination upon applicant's request by the dean of studies or the office selected by him or her.

(6) Deviating from Section 1, Para. 4 of the Enrolment Regulations of the university, a proof of German language skills is not required for admission.

§ 3

Start of studies and application period

(1) The International Maritime Management Master's course begins in summer and winter semesters. Applications must include the documents required in Paragraph 2 and must be received by the University by 15 July (exclusion period) for the winter semester or 15 January (exclusion period) for the summer semester. Applications must be made electronically via the University's online portal. Applications for admission outside the official allocation process and the defined admission numbers must be received by the University by 1 February (exclusion period) for the summer semester and 1 August (exclusion period) for the winter semester. Applications according to sentence 4 only apply to places allocated for the relevant application deadline. The University is not obliged to check whether the information provided by applicants is correct.

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(2) Applications according to Para. 1, sentence 4 must be accompanied by the following documents (certified copies of certificates must be provided, and certified translations must be provided in the German or English language if the originals are not in the English or German language):

- a) The final exam of the Bachelor's degree course, or, if this is not yet available, a certificate regarding academic achievements, credit points and average grades,
- b) Curriculum Vitae,
- c) Documents showing qualified relevant practical experience until the time of application according to Section 2, Para. 1,
- d) Documents showing English language knowledge according to Section 2, Para. 4,
- e) Other documents which may be required for checking compliance with admission requirements/performance of the selection process.

(3) Applications which are incomplete, do not meet formal requirements or are not received by the relevant deadline are excluded from the review process. The University will not return applications.

§ 4

Admission process

(1) Die Auswahlentscheidung wird über eine Rangliste getroffen. Diese Rangliste wird über Punkte gebildet, welche sich aus der nachfolgenden Tabelle ergeben:

Admission decisions are made based on a ranking system. This ranking is based on points resulting from the table below:

Admission criterion	Ranking points	
a) Relative final grade of the degree course required for eligibility according to the ECTS system	A	3
	B	2
	C	1
	from D	0
b) Maritime logistics degree course required for eligibility	Yes	1
	No	0
c) Professional experience in the maritime logistics field	Yes	1
	No	0

(2) If no relative grades based on the ECTS system are available, the absolute grades are calculated based on the German school system as follows: Grades 1.00 – 1.39 are considered equivalent to the ECTS grade A; grades 1.40 – 2.09 are considered equivalent to ECTS grade B; grades 2.10 – 2.70 are considered equivalent to ECTS grade C; grades 2.71 – 4.00 are considered equivalent to ECTS grade D.

(3) Based on the points calculated in this way, a ranking is formed. Applicants with a higher point score are given preference over applicants with a lower point score. If applicants have the same rank, the decision is made by random selection.

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(4) The selection is made by the dean of studies or the office selected by him or her.

(5) In all other respects, the university's enrolment regulations shall apply. Applicants who have enrolled and who have to provide evidence of practical professional experience according to paragraph 1 of Section 2 will lose their enrolment status if they culpably fail to provide the necessary documents by 31 March for the summer semester or by 30 September for the winter semester. Applicants will also lose their enrolment status if they culpably fail to provide evidence of having successfully completed their Bachelor's degree or equivalent degree according to Paragraph 3 of Section 2 by 1 April (enrolment for the previous winter semester) or by 20 October (enrolment for the previous summer semester).

§ 5

Confirmation of admission, succession procedure, completion of procedures

(1) Applicants who can be admitted will receive a written confirmation of admission from the University. The letter of admission includes a deadline by which the applicant must state whether she or he will accept the place. This can be done online or by post. If this declaration is not received by the University on time or does not meet formal requirements, the confirmation of admission will become invalid. The confirmation of admission must include a reference to this legal consequence.

(2) Applicants who cannot be admitted will receive a letter which specifies the applicant's rank and the rank of the applicant admitted last. The letter of refusal of admission must include a statement regarding legal remedies available. It also includes a request for the applicant to declare within a specified period whether she or he is still interested in being admitted. If the applicant does not provide a statement to that effect in a timely manner or an appropriate form, she or he may not participate in the succession procedure. The letter must include a reference to this legal consequence.

(3) The succession procedure is carried out according to the ranking based on Section 4, Para. 1.

(4) The admission procedures are completed no later than two weeks after classes have started. Any places still available at that time will be distributed by random selection upon informal application. The application period for this begins two weeks before classes start and ends when the process is completed.

§ 6

Admission to a higher semester

(1) Available places in a higher semester with restricted admission will be awarded to applicants in the following sequence:

a) Applicants for whom denial of admission would mean an undue hardship;

b) Applicants who are or were enrolled in the same or a similar course

i. at a different German university or university of a different European Union member state or a different signatory state of the Agreement on the European Economic Area;

ii. at a foreign university, having German nationality or having the same status as an individual having German nationality;

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c) Applicants stating other reasons.

(2) In each of the three groups listed in Paragraph 1, the results of the Bachelor's or equivalent examination decide on the admission. In case of identical results, the social reasons (in particular, family-related or economic reasons) for selecting the university will decide. If identical cases are still left after all of these criteria have been applied, random selection will decide.

§ 7

Effectiveness

These regulations become effective after approval by the Ministry of Science and Culture of Lower Saxony on the day after their publication in the official gazette of Jade University of Applied Sciences Wilhelmshaven/Oldenburg/Elsfleth and apply for the first time for students starting in the winter term of 2022/2023.