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### **Faculty of Theology:**

Following the resolution of the Faculty Council of the Faculty of Theology on 09.12.2015 and the Senate of the Georg-August-Universität Göttingen on 13.01.2016, the Foundation's University Committee of the University of Göttingen Public Law Foundation approved on 18.02.2016 the first amendment on the Regulations on the admission requirements and on admission for the consecutive Master's degree programme „Intercultural Theology“ in the version of the announcement on 23.04.2009 (Official Announcements no. 12/2009 p. 1162) (§ 44 section 1 sentence 1 NHG in the version of the announcement on 26.02.2007 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 69), last amended by Article 1 of the Act of 15.12.2015 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 384); § 41 section 1 sentence 1 NHG in conjunction with § 18 section 6 sentence 3, section 8 sentence 3 NHG and § 7 section 1 sentence 1 NHZG in the version of the announcement on 29.01.1998 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 51), last amended by Article 2 of the Act on 15.12.2015 (Nds. GVBl. (Lower Saxony Law and Official Gazette) p. 390); §§ 62 section 4 sentence 1, 60 a section 1 sentence 1 NHG in conjunction with § 18 section 6 sentence 3, section 8 sentence 3, section 14 NHG and § 7 section 2 NHZG).

## **Regulations on the admission requirements and on admission for the consecutive Master's degree programme „Intercultural Theology“ of the University of Göttingen**

### **I. Scope**

#### **§ 1 Scope**

- (1) These regulations govern access and admission to the consecutive Master's degree programme „Intercultural Theology“.
- (2) In accordance with the following provisions, the university conducts an internal university procedure to determine the admission requirements for all study places on the Master's degree programme „Intercultural Theology“.
- (3) <sup>1</sup>If more applicants meet the admission requirements than there are places available, the university shall allocate the study places according to the results of a university selection

procedure. <sup>2</sup>If not more applicants meet the admission requirements than there are places available, a selection procedure shall not take place.

## **II. Authorisation for admission**

### **§ 2 Qualifications for entry**

(1) <sup>1</sup>It is a requirement for entrance to the Master's degree programme „Intercultural Theology“ that the applicant possesses the professional competence. <sup>2</sup>Candidates shall be deemed to possess the relevant professional competence if they have completed an academically relevant course of studies to Bachelor's degree level with a standard course length of at least six semesters and a total of at least 180 ECTS credits, or an equivalent degree in a degree programme at a German University or at a university belonging to the Bologna signatory states in accordance with section 3 in an academically closely related subject area. <sup>3</sup>Final examinations which have been passed in a country outside the Bologna signatory states require the determination of equivalence with the qualifications according to sentence 2, taking into account the proposals of the Central Office for Foreign Education (ZAB) at the Office of the Standing Conference of the Ministers of Education and Cultural Affairs of the Federal States in the Federal Republic of Germany (KMK) for the recognition and assessment of foreign certificates of academic qualification, which can be found under the URL [www.anabin.de](http://www.anabin.de). <sup>4</sup>The grades of the foreign educational certificates must be converted into the German grading system.

(2) <sup>1</sup>Notwithstanding section 1, provisional admission shall be granted those applicants who have not yet completed their course of studies at the time of application, but have acquired at least 150 credits in a relevant Bachelor's degree programme according to section 3 or in an equivalent degree programme. <sup>2</sup>The average grade calculated from the previous examination results shall also be taken into account in the selection procedure in place of the Bachelor's grade or the grade of an equivalent certificate of academic qualification, irrespective of whether the result of the Bachelor's examination deviates from this.

(3) <sup>1</sup>The decision as to whether a previous course of study is relevant within the meaning of sections 1 and 2 shall be made by the selection committee. <sup>2</sup>The prerequisite for the academic relevance of the previous studies is proof of achievements in sub-areas of theology, religious studies, social sciences or cultural studies amounting to at least 50 credits; of these, at least 30 credits must have been earned in theology, religious studies, or the religion-related disciplines of social and cultural sciences. <sup>3</sup>The selection committee may make the determination of the relevance of the subject dependent on the completion of achievements according to sentence 2, which have not yet been completed, within two semesters; in this

case, the determination of the relevance of the subject and the admission are conditional until the proof of the missing achievements, which must be received by the university within two semesters since enrollment. <sup>4</sup>If the proof of the still missing achievements is not submitted in due time, the determination of the subject-related relevance and the notice of admission shall become invalid. <sup>5</sup>The determination of the relevance of the subject is excluded if the scope of the achievements according to sentence 2, which have not yet been performed, exceeds 15 credit points.

(4) <sup>1</sup>Applicants whose native language is not English must have sufficient knowledge of the English language. <sup>2</sup>Sufficient knowledge of English must be demonstrated with minimum performance on an internationally recognized test. <sup>3</sup>The following serve as proof:

- a) Cambridge Certificate in Advanced English min. grade "B";
- b) Cambridge Certificate of Proficiency in English min. grade "C";
- c) IELTS Academic („International English Language Testing System“): min. band 6;
- d) paper-based „Test of English as a Foreign Language" (TOEFL PBT): min. 550 points;
- e) internet-based „Test of English as a Foreign Language" (TOEFL iBT): min. 80 points;
- f) UNICert level III;
- g) C1-proof according to CEF (Common European Framework).

<sup>4</sup>Successful completion of the test may, as a rule, be no longer than two years before submission of the application for admission to the Master's degree programme. <sup>5</sup>Exempt from the obligation to provide proof of a test are applicants with at least one year of residence in an English-speaking country for the purpose of study or work within five years prior to submission of the application for admission.

(5) <sup>1</sup>Notwithstanding, the general provisions of the enrolment regulation of the University of Göttingen for enrolment remain unaffected. <sup>2</sup>Enrolment by applicants, who according to section 2 are considered provisionally eligible for admission is conditional until proof of successful completion of the Bachelor's degree programme or an equivalent degree programme is provided. <sup>2</sup>In the case of enrollment for the winter semester, proof must be submitted by 15 November.

### **III. Selection procedure**

#### **§ 3 Start of programme, application for admission, closing date**

(1) <sup>1</sup>The Master's degree programme starts every winter semester. <sup>2</sup>The written application for admission to the Master's degree programme must be received by the university with the

application documents required in accordance with section 2 by May 15 (cut-off deadline). <sup>3</sup>The application applies only to the award of university places on the relevant admission date. <sup>4</sup>The university is not obligated to review the details of the applicants as part of its required duties.

(2) The following documents must be attached to the application for admission, which must be signed by the applicant's own hand:

- a. The degree certificate(s) of the applicant in the form of attested copies or certified German or English translations, if the originals are not in English or German; if a degree certificate is not yet submitted, a certificate of the acquired academic achievements, the credits and the average grade should be submitted;
- b. A tabular curriculum vitae written in English with a convincing description of the educational career and a photograph;
- c. a proof of sufficient knowledge of the English language, if the applicant's native language is not English;
- d. A declaration on whether the applicant has successfully / unsuccessfully completed a Master's degree programme in the same discipline or has not completed it yet;
- e. a three-page written statement in English indicating the applicant's motivation for admission to this programme and his or her goals for study;
- f. Documents demonstrating study-relevant professional knowledge and experience in diaconal studies and theological cybernetics, church history, systematic theology, missiology and ecumenism, intercultural theology, theory and hermeneutics, and/or practical, extracurricular achievements, e.g. in diaconal or cultural and development work;
- g. two confidential letters of recommendation from university teachers or supervisors from honorary or professional activities, unless the applicant is prevented from providing them for reasons beyond his or her control.

(3) <sup>1</sup>Applications that are not submitted complete, or in due form and time, shall be excluded from the further procedure. <sup>2</sup>The documents submitted remain with the university.

(4) If an applicant can credibly demonstrate that he or she is disadvantaged by the selection procedure compared to other applicants due to a disability, he or she shall be granted upon application a suitable compensation for disadvantages.

#### **§ 4 Selection Committee for the Master's degree programme**

(1) For the preparation of the selection decision, the Faculty of Theology of the university shall form at least one selection committee for this degree programme.

(2) <sup>1</sup>A selection committee includes three members eligible to vote, who belong to the academic personnel working full-time or the professoral group, and a students' representative with advisory vote. <sup>2</sup>At least two members must belong to the professoral group. <sup>3</sup>The members are appointed by the Faculty Council of the Faculty of Theology. <sup>4</sup>The tenure of the members is two years, while that of the students' representative is one year. <sup>5</sup>Reappointment is possible. <sup>6</sup>The selection committee holds a quorum if at least two members eligible to vote are present.

(3) The tasks of the selection committee are:

- a) Review of the incoming applications of admission for formal correctness,
- b) Review and assessment of the admission qualifications,
- c) Conducting the interviews in accordance with § 6,
- d) Decision on the admission or rejection of the applicant.

(4) The selection committee reports to the Faculty Council of the Faculty of Theology on the experience gathered and submits any suggestions for further development of the award procedure, after conclusion of the award procedure.

### **§ 5 Selection procedure**

(1) Selection is determined based on a combination of the following criteria:

- a) on the basis of the bachelor's grade or the grade of an equivalent academic certificate,
- b) on the basis of study-relevant academic knowledge and experiences or practical, non-university achievements and taking into account the letters of recommendation submitted;
- c) on the basis of the evaluation of the written statement of the motivation to study;
- d) on the basis of a selection interview with the applicant.

(2) The selection committee shall make a pre-selection from among the applications received in accordance with section 3 and a selection from among the pre-selected applicants on the basis of the selection criteria specified in sections 1 and 4.

(3) <sup>1</sup>In order to limit the number of participants in the selection interview, a pre-selection is made from the applications received to twice the number of study places to be awarded after the selection procedure; the applications of persons who have already participated in an early selection interview according to § 6 section 5 shall also be included. <sup>2</sup>For the preliminary selection, a ranking list shall be drawn up on the basis of the provisions set out in section 4 letters a) to c), with a maximum of 150 points achievable. <sup>3</sup>If there is a tie in the rankings, all applicants with the highest ranking will be admitted to the competition.

(4) <sup>1</sup>The selection is based on a ranking list with a maximum of 200 points achievable. <sup>2</sup>It is drawn up in accordance with the following provisions:

a) Depending on the result of the bachelor's grade or the grade of an equivalent academic certificate, the applicant will be credited with points as follows:

1,00 up to and including 1,1	100 points,
over 1,1 up to and including 1,2	95 points,
over 1,2 up to and including 1,3	90 points,
over 1,3 up to and including 1,4	85 points,
over 1,4 up to and including 1,5	80 points,
over 1,5 up to and including 1,6	75 points,
over 1,6 up to and including 1,7	70 points,
over 1,7 up to and including 1,8	65 points,
over 1,8 up to and including 1,9	60 points,
over 1,9 up to and including 2,0	55 points,
over 2,0 up to and including 2,1	50 points,
over 2,1 up to and including 2,2	45 points,
over 2,2 up to and including 2,3	40 points,
over 2,3 up to and including 2,4	35 points,
over 2,4 up to and including 2,5	30 points,
over 2,5 up to and including 2,6	25 points,
over 2,6 up to and including 2,7	20 points,
over 2,7 up to and including 2,8	15 points,
over 2,8 up to and including 2,9	10 points,
over 2,9 up to and including 3,0	5 points,
over 3,0 up to and including 4,0	0 points.

b) Depending on the nature and extent of study-relevant academic knowledge and experience in diaconal studies and theological cybernetics, church history, systematic theology, missiology and ecumenism, intercultural theology, theory and hermeneutics, or practical, extracurricular accomplishments, e.g., in diaconal work or cultural and developmental work, that provide special insight into the applicant's suitability for this degree programme, and taking into account any letters of recommendation that may be available, the applicant will be credited with points as follows.

The applicant has

very good knowledge	35 points,
good knowledge	22 points,
satisfactory knowledge	10 points,

few knowledge 0 points.

- c) Depending on the applicant's demonstration of special motivation to study, as documented by the letter of motivation, points will be credited to the applicant as follows:

The justification reflects the student's own professional and personal prerequisites and perspectives offered by the study contents with regard to professional and specialised academic goals, and in particular includes personal experiences in encounters with people of other cultural and religious backgrounds as well as practical knowledge in intercultural dialogue. The justification of the motivation to study is

very convincing 15 points,

convincing 10 points,

not very convincing 5 points,

not convincing 0 points.

- d) Depending on the determination of the degree of suitability in the selection interview, the applicant will be credited with a maximum of 50 points as follows.

- da) Depending on the nature and extent of the ability to work in an academic or basic and methodological manner (e.g., basic science theory, theory-practice relationship, social research methods, historical theory, theological prolegomena, textual analysis, hermeneutics, etc.), the candidate will be credited with points as follows:

The applicant has

very good skills 10 points,

good skills 6 points,

low skills 0 points.

- db) Depending on the nature and extent of previous experience and basic knowledge of biblical hermeneutics; special and survey knowledge of biblical themes, the basic data of Christian religious and ecclesiastical history, and general basic concepts of Christian theology, the candidate will be credited with points as follows:

The applicant has

very good knowledge 20 points,

good knowledge 14 points,

satisfactory knowledge 8 points,

few knowledge 0 points.

- dc) Depending on the justification of the motivation to study and the presentation of the professional or specialised academic goals, the applicant will be credited with points as follows. The justification reflects the applicant's own professional and personal prerequisites and the perspectives offered by the study content with regard to professional or specialised academic goals:

very convincing	20 points,
convincing	14 points,
not very convincing	8 points,
hardly convincing	0 points.

(5) <sup>1</sup>If there is equality of rank after the ranking list has been drawn up, the ranking shall be determined by the result of the bachelor's degree or an equivalent degree. <sup>2</sup>In all other cases, the decision in the event of a tie shall be made by drawing lots.

(6) <sup>1</sup>Notwithstanding, the general provisions of the enrolment regulation of the University of Göttingen for enrolment remain unaffected. <sup>2</sup>Enrolment by applicants, who according to § 2 section 2 are considered provisionally eligible for admission is conditional until proof of successful completion of the Bachelor's degree programme or an equivalent degree programme is provided. <sup>2</sup>In the case of enrollment for the winter semester, proof must be submitted by 15 November.

### **§ 6 Selection interview**

(1) <sup>1</sup>The selection interview is intended to show the extent to which the applicant is suitable for the selected degree programme. <sup>2</sup>The following principles apply for conducting the interview:

- a) The selection interview is usually held at the university between the fifth and the seventh week after the application deadline. The exact dates as well as the location of the selection interview will be announced by the university in a reasonable period of time before the start of the selection interviews. The university shall invite candidates to the interview with sufficient notice. A video conference or a telephone interview is permitted for applicants residing abroad and in justified exceptional cases, provided that the identity of the applicant can be determined beyond doubt. The selection committee shall determine the details of the procedure in such cases.
- b) The selection committee shall conduct a selection interview lasting about 15 minutes with each applicant in English.
- c) Minutes of the essential questions and answers of the selection interview must be kept and signed by the members of the selection committee. The minutes must show the date and place of the selection interview, the names of the committee members, the name of the applicant and the assessment.

(2) The selection interview shall cover the suitability parameters specified in § 5 section 4 letter d).



(3) After the interview, the members of the selection committee shall assess the applicant's degree of aptitude for the selected degree programme on a scale according to § 5 section 4 letter d).

(4) <sup>1</sup>An applicant who fails to appear at the interview without good cause shall be excluded from the further procedure. <sup>2</sup>If there is a good cause, the selection committee shall set a new date for the selection interview upon request. <sup>3</sup>Proof of the good cause should be provided and an application for rescheduling a new date should be made promptly to the selection committee, at the latest within two days after the date first scheduled. <sup>4</sup>An unsuccessful applicant is entitled to participate again in the next possible selection procedure.

(5) <sup>1</sup>Within the framework of an undergraduate degree programme, an early selection interview can be conducted with students of the university who are enrolled in an undergraduate degree programme, which this Master's degree programme consolidates and continues. <sup>2</sup>In the event that the student has applied for this Master's degree programme, this early selection interview replaces the selection interview. <sup>3</sup>It may be held at the beginning of the sixth semester at the earliest. <sup>4</sup>This early selection interview must be equivalent to the selection interview in terms of form and content. <sup>5</sup>The provisions of section 1 to 4, § 5 section 4 letter d) and § 4 section 2 to 4 shall apply accordingly. <sup>6</sup>The early selection interview shall be taken into account instead of the selection interview only if it was conducted no more than six months prior to the selection decision and the applicant is one of the persons preselected for a selection interview in accordance with § 5, section 3. <sup>7</sup>If this condition is not met, the applicant shall be excluded from the further selection procedure in the present round of applications. <sup>8</sup>Notification of the result of the early selection interview shall only be given under the prerequisite that the applicant is preselected for a selection interview in accordance with § 5 section 3.

### **§ 7 Letter of admission, letter of rejection and procedure for subsequent admissions**

(1) <sup>1</sup>Applicants who can be admitted shall receive a letter of admission from the university in text form. <sup>2</sup>This shall specify a deadline within which the applicant must enrol or declare whether he or she accepts the university place. <sup>3</sup>If the enrolment or the declaration in accordance with sentence 2 is not submitted in due time and form, the letter of admission shall become invalid. <sup>4</sup>This legal consequence shall be pointed out in the letter of admission.

(2) <sup>1</sup>Applicants who cannot be admitted shall receive a letter of rejection stating the rank achieved and the rank of the last applicant admitted. <sup>2</sup>The letter of rejection shall provide information on rights of legal recourse. <sup>3</sup>In the case of applicants who are entitled to admission, it shall also contain a request to declare in writing within a certain period of time whether the application for admission shall be held for a subsequent procedure. <sup>4</sup>If the applicant does not

submit this declaration in due time or form, he or she shall be excluded from the subsequent procedure. <sup>5</sup>This legal consequence must be pointed out.

(3) <sup>1</sup>The procedure for subsequent admissions shall be carried out based on the ranking generated in accordance with § 5, sections 4 and 5. <sup>2</sup>If all applicants ranked according to sentence 1 are already admitted, a ranking shall be generated on the basis of the provisions set out in § 5 section 4 letters a) to c) and the procedure for subsequent admissions shall be carried out on the basis of this ranking. <sup>3</sup>Thereafter, in the event of a tie, the decision shall be made by drawing lots. <sup>4</sup>The provisions of section 1 shall apply accordingly.

(4) <sup>1</sup>The selection procedures are completed no later than 15 November for admission to a winter semester. <sup>2</sup>University places still available after this date shall be awarded by lot to applicants with admission entitlement upon informal application. <sup>3</sup>The application period for this shall begin two weeks before the start of the semester for which admission is to be granted and ends with the conclusion of the selection procedure. <sup>4</sup>Due to the advanced period of lectures, the awarding of university places by lot shall be completed no later than 30 November in the case of admission to a winter semester.

### **§ 8 Admission for higher semesters**

(1) Free university places in a higher semester with restricted admission are awarded to applicants in the following order,

- a) those who are in the same or a comparable degree programme
  - aa) who are or were enrolled at another German university or at a university of another member state of the European Union or of another contracting member state of the Agreement on the European Economic Area,
  - ab) who are or were enrolled at a foreign university and possess German nationality or are subject to the same university admissions laws and regulations as German citizens,
- b) those for whom a rejection of admission for reasons related to their person would mean extraordinary hardship,
- c) those who assert other reasons.

(2) Within each of the three case groups of section 1, the result of the bachelor's examination or an examination equivalent to the bachelor's examination shall be decisive, followed by social, in particular family-related and economic reasons decisive for the choice of the university's location and finally by lot in cases that are still identical.

## **IV. Final provisions**

**§ 9 (Transitional provisions) - rescinded -**

**§ 10 Entry into force**

<sup>1</sup>These regulations shall enter into force on the day after they are published in the Official Announcements of the Georg-August-Universität Göttingen. <sup>2</sup>It shall apply for the first time to the award procedure for the winter semester 2009/2010.