



**Information on
the Assessment Process
of the international master's programme
*Biofabrication***

Excerpt from the Prüfungs- und Studienordnung (POSTO), Annex 3, version 20.07.2018

¹The applicant's aptitude for studying in the master's programme *Biofabrication* is determined under the terms of Article 43 para 5 *BayHSchG*. ²Passing the aptitude assessment process is a prerequisite for admission to the study programme. ³It is conducted in English and carried out as follows:

1. Purpose of the assessment

¹The assessment process determines whether one is qualified for the master's studies in biofabrication based on the following:

1. educational background, especially work on which the initial degree was based, and
2. subject-related and methodological skills in the areas of biofabrication listed in 2.2.6.

²The aim is to assess whether the applicant fulfils the necessary prerequisites to succeed in the more demanding master's programme *Biofabrication*, and whether he or she is able to achieve an advanced understanding of the field of biofabrication in biomedicine and technology and to carry out independent academic work. ³Qualification for the master's programme *Biofabrication* requires evidence of aptitude in accordance with the following provisions.

2. Process for determining aptitude

2.1 ¹The aptitude assessment process is to be administered twice annually, in the summer semester and winter semester. ²Written applications for admission to the master's programme *Biofabrication* are to be submitted in the form established by the selection committee (cf. number 3) for the master's programme *Biofabrication* by 15 June for the following winter semester or by 15 December for the summer semester; applications are to be directed to the chair of examiners by the stated deadline and in the required form. ³The documents given in number 2.2.1 item a) can be submitted by 15 September (for the following winter semester) or 15 March (for the following summer semester) due to some reason beyond the applicant's control, in order to obtain final admission to the master's programme *Biofabrication*.

2.2 The written application must include:

2.2.1. evidence of work from the initial programme of study given in § 2 para 1 number 1,

- a) evidence of a degree from a higher education institution or an equivalent degree (if final admission to the master's programme is requested) or
- b) evidence of having earned 150 ECTS points or – in case of programmes not modularized according to the ECTS system – work that is equivalent in scope (in case conditional admission to the master's programme is requested),

2.2.2 ¹In addition, an overview of previous coursework and examinations (Transcript of Records) providing the modules that were passed in relation to the master's programme Biofabrication (under the terms of Annex 1) and the relevant examinations, including examination grades and ECTS points earned as well as any transferred credits; or, in case conditional admission to the master's programme is requested, a provisional overview of completed coursework and examinations with the above-mentioned information. ²In particular, the overview must make it clear that the applicant for the master's programme Biofabrication possesses the necessary competencies under the terms of § 2 para 1 number 1 (in case final admission to the master's programme is requested) or under the terms of § 2 para 6 (in case conditional admission to the master's programme is requested).

2.2.3 The application is to include evidence of a strong command of English as described in § 2 para 1 number 2.

2.2.4 If applicable, a request for compensation for disadvantages as described in § 14 is to be included.

2.2.5 In addition, a CV and a motivation letter.

2.2.6 Measures of qualification:

A qualified degree from a higher education institution under the terms of POSStO § 2 para 1 number 1 is valid for admission, if it encompasses the examinations that were passed comparable to the following relevant examinations of a science-oriented equivalent bachelor programme (Sum: 40 ECTS):

- Ingenieurmathematik / Mathematics for engineers I – II (16 ECTS)
- Experimentalphysik für Ingenieure I / Experimental physics for engineers I (4 ECTS)
- Aufbau und Eigenschaften von Polymeren / Composition and properties of polymers (3 ECTS)
- Konstruktionslehre & CAD / Design & CAD (5 ECTS)
- Biochemie für Ingenieure / Biochemistry for engineers (4 ECTS)
- Biologie für Ingenieure / Biology for engineers (4 ECTS)
- Chemie für Ingenieure / Chemistry for engineers (4 ECTS)

3. Admission to the aptitude assessment process, scope and content of the aptitude assessment process, determining the results, record sheet

3.1 ¹Submission of the documents listed in number 2.2 on time and in full is a requirement for admission to the aptitude assessment process. ²Applicants who are not admitted are to be sent a notice of denial with a rationale and information concerning legal remedies available; number 5 applies *mutatis mutandis*.

3.2 ¹The selection process consists of two steps. ²The first step is a preselection of the written applications for admission to the master's programme *Biofabrication* that were submitted on time; on the basis of the documents submitted, the following is to be verified:

1. whether admission of the applicant to the master's programme without any further examination is justified on the basis of a special qualification or
2. whether due to not being able to fully determine aptitude on the basis of the documents, a decision is made to require an additional examination, or
3. whether admission is to be denied due to shortcomings that could be discerned from the documents.

3.3 Those are considered to be especially qualified who have an initial degree among the best 10% in their relevant graduating class at the higher education institution they attended.

3.4 The following are cases of insufficient aptitude:

1. if the grade for the initial degree described in 2.2.1 item a) (in case final admission is requested) is not at least "sufficient" ("3,5") or better, or
2. if the average grade for the work to be demonstrated under the terms of 2.2.1 item b) amounting to at least 150 ECTS points as confirmed by the examinations office at the higher education institution they attended (in case conditional admission is requested) is lower than "3,5".

3.5 ¹Applicants whose aptitude as described in number 3.2 sentence 2 number 2 could not be conclusively established are to be invited to an interview (second stage of the aptitude assessment process). ²The date and time of the interview are to be announced in writing at least one week in advance. ³The interview is to be approximately 20 minutes in duration. ⁴The interview should provide further insights into the applicant's aptitude and show whether he or she meets the requirements for the master's programme *Biofabrication* as described in the criteria given in number 1. ⁵For this purpose, the status of the applicant's competencies in the areas of biofabrication given in 2.2.6 is to be examined. ⁶In this connection, applicants are to be given the chance to prove their current knowledge in these areas. ⁷The interview is to be conducted individually with each candidate by two assessors appointed by the selection committee. ⁸The assessors are to provide the decision "suited" or "not suited". ⁹The aptitude assessment process is only passed if the decision of both

assessors is "suited". ¹⁰A written record shall be made of the interview, indicating the date, duration, location, name of the assessors involved, the name of the applicant, the assessment of the assessors involved, and the overall outcome. ¹¹The record sheet is to be signed by the assessors.

4. Determining the results

¹The outcome of the aptitude assessment process is to be sent to the applicant in writing, and if positive, to be presented upon enrolling. ²Successful completion of the aptitude assessment process entitles one to enter the master's programme *Biofabrication* within one year. ³The official notification is to be signed by the chair of the selection committee. ⁴A notice of denial is to contain a rationale and information concerning legal remedies available. ⁵As part of its supervisory duties in accordance with Article 20 para 3 sentence 1 *BayHSchG*, the chair of examiners, on behalf of the Governing Board of the University of Bayreuth, shall - by way of the committee chair - check a random sample of 10 % of denials of admission.

5. Repeating the aptitude assessment process and conditional enrolment

- 5.1 Applicants who did not provide evidence of aptitude for the master's programme *Biofabrication* may register for the aptitude assessment process one more time.
- 5.2 Applicants who are not yet able to submit a bachelor's certificate or a degree certificate that has been recognized as equivalent and who do not pass the aptitude assessment process may enrol for two semesters if it is possible for them to fulfil the requirements given in number 3.3 by the end of the second semester.